

DRAFT Template
Wiltshire Council Funding Framework
with the Voluntary and Community Sector

1. **Background**
 Why the framework has been developed. The purpose of the Framework.
2. **Understanding Commissioning**
 - Concept
 - Principles
 - Models
 - Planning & commissioning cycle
3. **The Value of Commissioning**
 The aim of obtaining better outcomes for individuals and communities as well as ensuring best use of public funds.
4. **Intelligent Commissioning and Market Management**
 This will be a diagram showing the process for service users, the market and procurement.
5. **Compact Principles and Code of Practice**
 A brief overview of the Wiltshire Compact and its codes of practice plus it's role in commissioning.
6. **Sources of Funding**
 Grants
 Investing and Partnering
 Procurement
 - Explaining how these funding sources are used corporately and the regulations governing their use.
 - Removal of duplication
 - The components of the tendering process with examples in the appendices
 - Length of funding awarded
 - A flowchart of the process of commissioning and the different types of funding.
 - Timescales for the sector when procuring/tendering services
7. **Full Cost Recovery**
 A brief explanation with more detail in the appendices
8. **Legal and Compliance Matters**
 Legal and regulatory obligations of the Council and matters that need to be considered by the voluntary and community sector.

Types of agreements / contracts

9. **Risk and Risk Management**

Wiltshire Council's requirements and application of risk management processes.

10. **Performance Management Framework**

- a) what the VCS needs to have in place to ensure it encompasses good practice.
- b) quality standards and the Wiltshire mark
- c) monitoring and evaluation
 - how contracts will be proportionally monitored
 - use of self assessments
 - ensuring soft outcomes (qualitative) and well as statistical outcomes (quantitative) are monitored.
 - using stories to demonstrate the difference a service has made to people in Wiltshire, showing inclusion, addressing disadvantage and ensuring equality of opportunities.
 - Evidence of good communication between the contractor and the provider

11. **HR Implications**

This will include TUPE – some basic information and where to get advice.

Pensions – some basic information and where to get advice

12. **Dispute Resolution – other than the Compact process ie procurement regulations**

The process used by the Council

13. **Appendices**

Including : - samples documentation

- More detail regarding processes discussed in the Framework
- Developing social Capital and its importance in meeting the Council's community governance strategy
- Self Assessment process
- Useful background papers