

**EAST AYRSHIRE COUNCIL**

**EDUCATION COMMITTEE - 13 SEPTEMBER 2005**

**KILMARNOCK AND LOUDOUN FURNITURE REDISTRIBUTION SCHEME  
AND**

**CUMNOCK AND DOON VALLEY GIFT FURNITURE SCHEME**

**SERVICE LEVEL AGREEMENTS**

**Report by Executive Director of Educational and Social Services**

**1. PURPOSE OF REPORT**

- 1.1** The purpose of this report is to advise Members of the Education Committee of the annual evaluations for Kilmarnock and Loudoun Furniture Redistribution Scheme and Cumnock and Doon Valley Gift Furniture Scheme who are supported through Service Level Agreements and to confirm funding arrangements for these organisations for 2005/6.

**2. BACKGROUND**

- 2.1** Members will recall that Service Level Agreements were developed in consultation with Kilmarnock and Loudoun Furniture Redistribution Scheme and Cumnock and Doon Valley Gift Furniture Scheme for the period 2004/2007. Both Schemes are in the second year of three year service level agreements.

- 2.2** The service level agreement format is in two parts:

- i. The Core Document is the framework within which all Service Level Agreements will operate and will not alter from one agreement to another. The document sets out the Council's expectations of the organisation.
- ii. The Schedule is specific to each individual organisation, but based on a common format. It provides fuller details of the project specification, premises, management arrangements, council contribution, duration of agreement and review arrangements.

The Schedule requires to be read in conjunction with the core document and together they make up the service level agreement.

- 2.3** These standard documents reflect the principles and guidance as set out within Following the Public Pound and the Council's commitment to the voluntary sector to develop three year funding arrangements.

### **3. REPORT**

- 3.1** The organisations have been in receipt of annual funding, which provides for their general running costs in order that they can deliver the service, identified within the service level agreement.
- 3.2** Officers have been working with both organisations to consider project development and encourage them to investigate external funding opportunities.
- 3.3** Both organisations were subject to an evaluation by the Department of Educational and Social Services, Community Learning and Development Service.

### **4. PERFORMANCE**

#### **Kilmarnock and Loudoun Furniture Redistribution Scheme**

- 4.1** Kilmarnock and Loudoun Furniture Redistribution Scheme is based in Kilmarnock and provides recycled furniture to families and individuals in need within the Kilmarnock and Loudoun area. The scheme operates five days a week.
- 4.2** In 2004/05, 437 families were assisted by the Scheme and 1,694 uplifts of donated furniture were made.
- 4.3** The organisation was successful in 2004/05 in attracting funding from Transforming Waste Scotland. This enabled them to employ a Project Worker and a Driver/Van Assistant. Both posts are 30 hours per week. The funding has also allowed them to move to larger premises.
- 4.4** Volunteers still play an important role in the Scheme and there are currently several volunteers working with them. A volunteer recruitment and training pack was produced to assist with the recruitment and support of volunteers.
- 4.5** As a result of the developments taking place, the Scheme has been going through a period of transition. The Management Committee have developed a publicity strategy, which includes developing a six monthly newsletter and raising awareness of the Scheme in the local press to ease the transition period.

#### **Cumnock and Doon Valley Gift Furniture Scheme**

- 4.6** Cumnock and Doon Valley Gift Furniture Scheme is based in Dalmellington and provides furniture and household items to families in need within the Cumnock and Doon Valley area. The scheme operates three days a week and is staffed by volunteers.
- 4.7** In 2004/2005, 280 families were assisted by the Scheme and furniture uplifted from 296 households.

- 4.8** Due to developments within their current premises, the Scheme is in discussions with East Ayrshire Council regarding relocation to alternative premises within Dalmellington. This move could provide the Scheme with the opportunity to establish an area where furniture can be viewed before being delivered, an option currently not available.
- 4.9** Support is being given to the Committee to recruit new volunteers in order to strengthen and develop the Committee.

## **5. POLICY IMPLICATIONS**

- 5.1** Support to the voluntary and community sector is compatible with the Council's core values, partnership agreements and the principles of participation and involvement through community planning.

## **6. LEGAL IMPLICATIONS**

- 6.1** The Service Level Agreement regulates the relationship between the Council and the voluntary/community organisation during the period for which funding is approved.

## **7. FINANCIAL IMPLICATIONS**

- 7.1** In 2004/05, Kilmarnock and Loudoun Furniture Redistribution Scheme was awarded £12,582 and Cumnock and Doon Valley Gift Furniture Scheme awarded £8,389.
- 7.2** In 2004/05 Kilmarnock and Loudoun Furniture Redistribution Scheme attracted external funding of £93,330 from Transforming Waste Scotland. This is a two-year initiative.
- 7.3** The funding recommendation for 2005/06, including inflationary uplift for Kilmarnock and Loudoun Furniture Redistribution Scheme would be £12,959, subject to audited accounts. To date officers have not received audited accounts from Kilmarnock and Loudoun Furniture Redistribution Scheme.
- 7.4** In 2004/05 Cumnock and Doon Valley Gift Furniture Scheme did not spend their allocated funding, therefore the recommendation is to reduce this years funding award to £4320. This will cover proposed running costs. Over the course of the year officers will continue to support the organisation with a view to consider future funding allocations.

## **8. RECOMMENDATIONS**

- 8.1** Members of the Education Committee are asked to:
- (i) agree the recommendations to Kilmarnock and Loudoun Furniture Redistribution Scheme subject to audited accounts

- (ii) agree the recommendation to Cumnock and Doon Valley Gift Furniture Scheme; and
  
- (iii) otherwise note the contents of the report

John Mulgrew  
Executive Director of Educational and Social Services

22 August 2005  
KG/DG/JW

### **LIST OF BACKGROUND PAPERS**

1. Service Level Agreement Evaluation Reports

Members wishing further information should contact Kay Gilmour, Head of Community Support, Tel: (01563) 576104.

**IMPLEMENTATION OFFICER: KAY GILMOUR**