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13 February 2012

Dear

**RE: Invitation to sign the Surrey Community Covenant and join the Surrey  
Civilian-Military Partnership Board**

On 16 May 2011, the Defence Secretary, Dr Liam Fox, published the Armed Forces Covenant which outlines the national government's moral obligation to our armed forces. Since then, councils across the country have been signing community covenants with their local armed forces communities to reinforce this national statement of mutual support at a local level.

At the invitation of Brigadier Simon Wolsey OBE, 2 (South East) Brigade, a county-wide Surrey Community Covenant has been drafted in conjunction with our local armed forces community. The covenant is intended to develop relationships between civilian and military organisations in Surrey for the benefit of our community as a whole.

The Ministry of Defence has allocated £30 million for community projects that strengthen ties between the armed forces and the civilian population. A county-wide covenant is necessary before community groups can apply for this funding. Membership of the Surrey covenant does not preclude local authorities from signing their own covenants or applying for grant money.


Section four of the Surrey Community Covenant outlines the measures to be taken to pursue the covenant's goals. It focuses on improving communication and cooperation between civilian and military communities in Surrey. These are measures that can be pursued by all proposed signatories. Organisations are free to undertake specific actions to deliver against these commitments.

A Surrey Civilian-Military Partnership Board will need to be established to support the aims of the covenant by providing a platform to discuss both county-wide and local issues affecting civilian and military communities in Surrey and to scrutinise grant bids. It is important to have a broad range of expertise on this board. The Surrey Leaders Group will determine the appropriate Surrey (county, district and borough) council representatives.

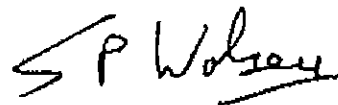
The inclusive nature of the covenant and its goals would be greatly reinforced by having all district and borough councils pledging their support. We very much hope that you will be able to attend this important occasion.

The draft covenant is attached and we would like to invite you to join us for the signing on 13 March at the Army Training Camp, Pirbright, at 7pm. Even if you are unable to sign the covenant at this time, your presence would add greatly to the occasion. There will be opportunities to sign at a later date. Please advise Sam Muir ([Samuel.muir@surreycc.gov.uk](mailto:Samuel.muir@surreycc.gov.uk)) who will be attending and whether or not they will be authorised to sign on behalf of your council.

Yours Sincerely



Lavinia Sealy  
Chairman of Surrey County Council



Brigadier Simon Wolsey OBE  
2 (South East) Brigade

## **Surrey Community Covenant - Briefing**

**Date: 10<sup>th</sup> January 2012**

### **Summary**

**This briefing provides a short update on the background, progress and current actions concerning the development of a Surrey Community Covenant between the Armed Forces Community and the County Council.**

### **Background**

A Community Covenant is a voluntary statement of mutual support between a civilian community and its local Armed Forces Community. It is intended to compliment the Armed Forces Covenant, which outlines between the moral obligation between the Nation, the Government and the Armed Forces.

### **A Surrey Community Covenant**

Initial discussions have been held with Armed Forces representatives from 2 Brigade (South East) in regard to the drafting of a Community Covenant for Surrey; a draft of this document is attached.

The Surrey Community Covenant would be a key strategic statement of mutual support on the part of the undersigned agencies. This is reflected in the suggested commitments contained within the document, namely that signatories would be committed to (para 4.2):

- the welfare needs of our Armed Forces and their families and the recuperation of sick and injured personnel;
- considering the future needs of the Armed Forces Community as part of the wider Surrey community in future service and infrastructure planning;
- acknowledging as lead Surrey employers the valued role Reservists play within our Community;
- providing and publicising effective customer services to all communities within Surrey inclusive of our Armed Forces Community;
- the commemoration of Remembrance Day and support for Armed Forces Day.

In keeping with the County Councils wider approach to partnership working, a distinctive feature of the Surrey Community Covenant is the suggestion that key lead Surrey Agencies should be invited to be signatories of the Covenant alongside the County Council, therefore widening the countywide commitment.

Toward the aim of fostering closer working relationships with the Armed Forces Community within Surrey, the draft Surrey Covenant is also unique in featuring commitments on the part of the Armed Forces Community within the covenant document.

It is envisaged that specific actions to deliver against the commitments outlined in the Surrey Community Covenant would be taken forward at a local level, in some instances and Boroughs or Districts with military establishments may wish to sign specific Covenants and these would fall under the overarching Countywide Covenant.

### **Community Covenant Grant Scheme**

As part of the Community Covenants the Ministry of Defence (MOD) has established a United Kingdom wide Community Covenant Grant Scheme to deliver financial support to projects at a local level which support the aims of the Covenants. Funding of between £100 - £250,000 is available under this scheme, with bids considered on a quarterly basis.

### **Surrey Civilian – Military Partnership Board**

To support the aims of the Covenant, it is proposed that a Surrey Civilian –Military Partnership Board (SCMPB) be established composed of Lead Surrey agencies and military partners is established to foster closer working relationships, a terms of reference for the Board has been drafted.

It is envisaged that the remit of this board would extend to reviewing and refreshing the Surrey Community Covenant on behalf of signatories and reporting on its achievements. In addition the Board would scrutinise and make recommendations to the MOD concerning Community Covenant Grant Applications from within the County.

It is suggested that County Council representation on SCPMB would be through the Chairman represents with the Deputy Chief Executive acting in support as the Lead Officer and that the Board would meet on a quarterly basis as required ahead of MOD panel dates, with meetings clerked by the Community Partnership Team.

### **Next Steps**

A series of joint communications have been drafted to be dispatched on behalf of the Leader and Chairman of the County Council and Brigadier 2 Brigade (South East) inviting lead Surrey organisations to participate in and be signatories to the Surrey Community Covenant. Additionally a number of organisations will also be Written to and invited to be Members of the SCPMB. Draft communications are enclosed for approval.

Discussions will need to take place with District and Borough Leaders and Chief Executives in order to agree appropriate representation on the SCPMB.

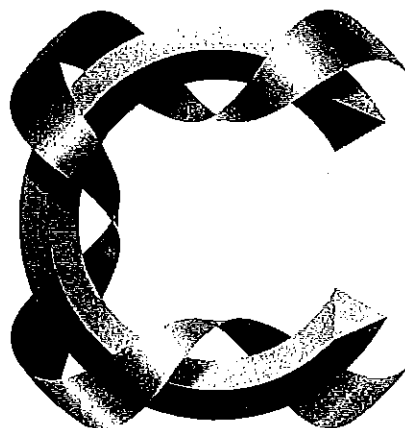
Officers are currently in liaison with 2 Brigade (South East), the Leaders and Chairman's Office to identify a suitable date and location for an evening event to mark the signing of the Surrey Community Covenant. Dates in late February are currently being considered.

### **Contacts:**

Lead Officer: Susi Kemp, Assistant Chief Executive  
James Painter, Community Partnership Manager

### **Enclosures:**

- Draft Surrey Community Covenant
- Draft joint communications inviting key partners to be signatories to the covenant and/ or Members of the SCPMB



# **Community Covenant**

BETWEEN

THE CIVILIAN COMMUNITY OF SURREY

AND

THE ARMED FORCES COMMUNITY IN SURREY

13 March 2012

# THE ARMED FORCES COMMUNITY COVENANT FOR SURREY

We, the undersigned, agree to work and act together to honour the Armed Forces Community Covenant.

## Signatories

Brigadier Simon P Wolsey OBE  
Regional Brigade Commander  
2 (South East Brigade)

Mrs Lavinia Sealy  
Chairman of the Council

**Signed on behalf of the Armed Forces  
Community**

**Signed on behalf of Surrey County  
Council**

Signed:

Signed:

Name:

Name:

Position Held:

Position Held:

**Signed on behalf of Armed Forces  
Charities**

**Signed on behalf of the Voluntary  
Sector**

Signed:

Signed:

Name:

Name:

Position Held:

Position Held:

**Signed on behalf of the Business  
and Commercial Sector**

***( Note: To Add District & Borough Signatories, below)***

Date:.....

## **SECTION 1: PARTICIPANTS**

1.1 This Armed Forces Community Covenant is made between:

The serving and former members of the Armed Forces and their families working and residing in Surrey

And

Surrey County Council

And

The Charitable, Faith and Voluntary Sector

And

Other members of the civilian community

## **SECTION 2: PRINCIPLES OF THE ARMED FORCES COMMUNITY COVENANT**

- 2.1 The Armed Forces Community Covenant is a voluntary statement of mutual support between a civilian community and its local Armed Forces Community. It is intended to complement the Armed Forces Covenant, which outlines the moral obligation between the Nation, the Government and the Armed Forces, at the local level.
- 2.2 The purpose of this Community Covenant is to encourage support for the Armed Forces Community working and residing in Surrey and to recognise and remember the sacrifices made by members of this Armed Forces Community, particularly those who have given the most. This includes in-Service and ex-Service personnel their families and widow(er)s in Surrey.
- 2.3 For Surrey County Council and partner organisations, the Community Covenant presents an opportunity to bring their knowledge, experience and expertise to bear on the provision of help and advice to members of the Armed Forces Community. It also presents an opportunity to build upon existing good work on other initiatives such as the Welfare Pathway.
- 2.4 For the Armed Forces Community, the Community Covenant encourages the integration of Service and civilian life and encourages members of the Armed Forces Community to help their local community.

## **SECTION 3: OBJECTIVES AND GENERAL INTENTIONS**

### **Aims of the Community Covenant**

- 3.1 The Armed Forces Community Covenant complements the principles of the Armed Forces Covenant which defines the enduring, general principles that should govern the relationship between the Nation, the Government and the Armed Forces Community



- 3.2 It aims to encourage all parties within a community to offer support to the local Armed Forces Community and make it easier for Service personnel, families and veterans to access the help and support available from the MOD, from statutory providers and from the Charitable, Faith and Voluntary Sector. These organisations already work together in partnership at local level.
- 3.3 The scheme is intended to be a two-way arrangement and the Armed Forces Community is encouraged to do as much as it can to support its community and promote activity which integrates the Service Community into civilian life.

#### **SECTION 4: Measures**

- 4.1 Lead Surrey agencies and our military partners have established a Civilian-Military Partnership Board (CMPB). The CMPB aims to foster closer working relationships with all strategic partners, to identify changes in need at the earliest possible moment and to seek opportunities for partnership initiatives, which will benefit our communities.
- 4.2 Signatories of the Surrey Community Covenant are committed to:
- the welfare needs of our Armed Forces and their families and the recuperation of sick and injured personnel;
  - considering the future needs of the Armed Forces Community as part of the wider Surrey community in future service and infrastructure planning;
  - acknowledging as lead Surrey employers the valued role Reservists play within our Community;
  - providing and publicising effective customer services to all communities within Surrey inclusive of our Armed Forces Community;
  - the commemoration of Remembrance Day and support for Armed Forces Day.
- 4.3 The Armed Forces Community is committed to:
- investigating methods of sharing resources and facilities with partner organisations;
  - providing strategic partners with prompt notice of organisational developments likely to impact on service provision;
  - exploring opportunities for community engagement at a local level.
- 4.4 Specific Actions to deliver against the commitments outlined in the Surrey Community Covenant may be taken forward at a local level.
- 4.5 The CMPB will scrutinise Community Covenant Grant bids, make recommendations to Surrey County Council and 2 (South East) Brigade and oversee approved projects as required by the MOD.
- 4.6 The remit of the CMPB will extend to reviewing and refreshing the Surrey Community Covenant on an annual basis on behalf of signatories and reporting on its achievements.

## CONTACT PERSONNEL AND TELEPHONE NUMBERS

### In-Service representative

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### Surrey County Council

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