

**Report to:** Partnership Scrutiny Committee

**Date of Meeting:** 19 April 2012

**Lead Officer:** Head of Business Planning & Performance

**Report Authors:** Partnerships and Communities Manager, Assistant Planning and Performance Officer

**Title:** Partnership Governance Toolkit

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**1. What is the report about?**

1.1 The Council's Partnership Governance Toolkit.

**2. What are the reasons for making this report?**

2.1 The report was requested by the Corporate Governance Committee in response to the County Council Internal Audit Services review on Partnership Governance, November 2011.

2.2 To receive advice upon providing consistency, guidance and good practice for partnership working in the future from the Partnership Scrutiny Committee in line with attached schedule and accompanying documentation.

**3. What are the Recommendations?**

3.1 That the Partnership Scrutiny Committee comment on the Toolkit (Appendix 2) and accompanying Implementation Schedule (Appendix 1).

**4. Report details**

4.1 The purpose of the proposed Partnership Governance Toolkit is to help the Authority to improve good governance arrangements and good practice for its partners; to scope partnership work, categorising partnerships in terms of limited, moderate and major significance, thus enabling areas for performance improvement and efficiencies to be identified.

4.2 Use of the Toolkit, and completion annually of the Significance Assessment Scorecard and Business Case Checklist, will assist in populating the Partnership Register, ensuring it is up to date and relevant.

4.3 A key priority is to ensure that there is a coherent partnership framework in Denbighshire. Once the toolkit is in operation the Authority will:

- Have Partnerships complete an annual “Health Check”
- Have a Partnership Register focussed on significance and risk
- Have a Register which will identify relevant lead officers in the County
- Have risks identified which will feed into the appropriate Service and / or Corporate Risk Register.

4.4 This improved process of monitoring partnerships will help improve effective scrutiny and focus on strategic partnerships and major partnerships.

**5. How does the decision contribute to the Corporate Priorities?**

5.1 Improved partnership governance is a key area for improving the Council’s performance.

**6. What will it cost and how will it affect other services?**

6.1 There are currently no implications upon a particular service area.

**7. What consultations have been carried out?**

7.1 The Corporate Governance Committee was asked to consider the proposed actions in February 2012 and constructive feedback was received and incorporated into the documentation provided.

7.2 The new framework also takes account of Internal Audit requirements.

**8. Chief Finance Officer Statement**

N/A.

**9. What risks are there and is there anything we can do to reduce them?**

9.1 Should partnerships with the Authority fail in any way there may be significant risks incurred regarding funding, capacity, reputation and so forth.

9.2 The measures set out in the Toolkit will ensure that risks are properly managed.

**10. Power to make the Decision**

N/A.

**11. Documents to Refer:**

- Proposed Schedule for Implementation (Appendix 1)
- Draft Partnership Governance Toolkit (Appendix 2)
- Draft Partnership Governance Guidance Notes for Toolkit (Appendix 3)

**12. Contact Officers:**

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