#### **Report for Resolution**

Report to Cabinet

16<sup>th</sup> March 2011

**Report of** Head of Strategy and Programme Management

**Subject** Corporate governance framework for working in

partnerships: Annual review of partnerships register

#### **Purpose**

The purpose of this report is to inform Cabinet of the outcomes of the annual review of the council's involvement with partnerships, including:

- New partnerships added
- Partnerships removed
- Key changes to significance scores.

#### Recommendations

Cabinet are asked to endorse the partnerships register for 2010-11

### **Financial Consequences**

There are no financial consequences of this report

#### **Risk Assessment**

The Corporate Governance framework and the partnerships register contributes to the management of risk both financial and reputational.

## **Strategic Priority and Outcome/Service Priorities**

The report helps to meet the strategic priority "Aiming for excellence – ensuring the Council is efficient in its use of resources, is effective in delivering its plans, is a good employer and communicates effectively with its customers, staff and partners". It is listed as a specific service project in the service strategic priority plan.

**Cabinet Member:** Councillor Waters – Resources, Performance and Shared Services

#### **Contact Officers**

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Management

Rachael Metson Partnerships manager 01603 212926

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# **Background Documents**

The following supporting documents are included in the appendices and detailed in the report:

- Partnerships register including representation and significance score (appendix 1)
- Partnership score card with individual highly significant scores highlighted (appendix 2)
- Member and third sector involvement with partnerships (appendix 3)

### Report

## Background

- The corporate governance framework and toolkit for working in partnerships was developed and implemented in 2009. It responds to the audit commission's guidance on working in partnerships which stipulates the importance of good governance. It has supports a sound system of internal control in relation to partnership arrangements
- 2. The framework was approved by Executive in October 2008 and the initial assessment was approved by Executive in April 2009. The first annual review of partnerships in 2009-10 was presented to Executive in March 2010.
- 3. In February to March 2010, the corporate governance framework and toolkit for working in partnerships was subject to an audit undertaken by Zurich and their recommendations were received in April 2010. These recommendations have been acted upon throughout the year and are referenced in the report.

## **Partnerships Register**

- 4. A similar process to last year was followed for this year's annual review. With co-operation from directors and heads of service, the partnerships register (appendix 1) was analysed, and a new scorecard was completed for every partnership. The same definition of a partnership has been used this year and any new arrangements have been assessed against this definition
- 5. The register now records 51 partnership arrangements and their corresponding partnership significance score. This compares with 46 partnerships on the register last year. Five partnerships have been removed and ten added
- 6. The review for 2010-11 has highlighted that a number of partnerships are reviewing themselves and their future format, given the emerging policy framework as a result of the new Government.

#### **Partnerships Removed**

- 7. The partnerships removed are as follows:
  - Neighbourhood Renewal Fund (NRF). NRF Board was established to deliver NRF funding. The funding and subsequently the NRF programme ceased in March 2010. The Board met finally in September 2010 to close down the programme and ensure all monitoring and evaluation obligations were met.
  - Norwich Alcohol Board. The board had reached the end of its funding and voted in September 2009 to cease activity. Following that decision it has been dormant but remained on the register last year.
  - Norwich 21 became incorporated in to Norwich Carbon Reduction Trust from April 2010.

- Norfolk partnership for older people's projects ceased mid-2009 as its work was finished. Norfolk older people's strategic partnership board now replaces it
- Safer Norwich Partnership. The community safety partnership arrangements for Norfolk have changed. A single community safety partnership (CSP formerly CDRP) has been established at County level and replaces the seven district CSPs. Although the terms of reference for the County CSP were adopted in November 2010 and partners will be operating to this format, the official orders to dissolve district CSPs are awaiting approval from Parliament and may take several months. It is not anticipated that there will be objections.
- 8. In addition, Norfolk Concessionary Travel Scheme will end April 2011. The function of this scheme will be carried out by upper tier authorities from 1 April 2011 and will therefore transfer to Norfolk County Council.
- 9. The Partnerships added are as follows:
  - Central locality mental health forum a strategic alliance which represents stakeholders working on mental health in the greater Norwich area. It was established in July 2010 and the lead authority is NHS Norfolk. Partners included are NHS Norfolk, Mind, Norwich Health Consortia, Norwich PCB, ReThink, Meridian east, Mental Health Trust, LINK, Julian Housing, Service User. Norwich City Council's lead officer is Rachael Metson, Partnerships manager. The partnership is scored as being of minor significance.
  - Families unit operational partnership board a strategic alliance which was established in 2006 but has developed into a formal partnership more recently as the Norwich family intervention project (FIP) has attracted more funding from wider sources. Its purpose is to provide challenge and advice to the FIP, and act as 'critical friend', through partnership with key agencies including Norfolk Childrens Services, Norfolk Police, NHS Norfolk, Norfolk Probation, Norwich City Council, South Norfolk District Council. Nigel Andrews, Tenancy support manager, is the council's lead officer and chairs the board. The partnership is scored as moderately significant.
  - Food hygiene rating scheme (FHRS) a formal partnership between Norwich City Council and the Food Standards Agency agreeing to adhere to the 'brand standard' of the FHRS and contribute local data to the national FHRS website. Established in September 2010, Norwich City Council is the lead authority and the council's lead officer is Jaan Stanton, Food safety team manager. Partners included are Food Standards Agency and indirectly Broadland DC, Breckland DC, Kings Lynn and West Norfolk BC. It is scored as a moderately significant partnership.
  - Norfolk domestic abuse and sexual abuse strategic board a strategic alliance established in May 2009 (so just missed inclusion in last year's register) to address issues around domestic abuse and sexual violence, with an end to reducing /eliminating it in Norfolk, through a multi-agency strategic approach. The partnership is led by Norfolk County Council and partners include Police; Norfolk PCT;Norfolk CC (community services), Norfolk CC (Children's Services); voluntary sector (Leeway, Stonham,

- Norfolk health improvement committee this strategic alliance was established in October 2010 as the result of a merger of the Health and Well Being Board (a thematic subgroup of County LSP) and the NHS Public Health Sub Committee. Its existence may be brief, depending on the structure of the new Health and Wellbeing Board (HWB). Its focus is health improvement and inequalities. The committee inputs into the County LSP, and will help steer the shape of new HWB, however its emphasis is on delivery and in sharing good practice. The lead authority is NHS Norfolk and partners include NHS Norfolk, Norfolk CC, Great Yarmouth BC, North Norfolk DC, West Norfolk DC, Voluntary Norfolk, West Norfolk VCA, Mental health partnership, Chamber of Commerce, UEA. Norwich City Council's lead officer is Laura McGillivray. The partnership is currently scored as being of minor significance, but with changes ahead and the creation of the HWB, it could become a key officer group supporting the HWB.
- Norfolk housing alliance a strategic alliance established in 2006 to bring together all registered providers (social landlords) to foster joint working initiatives which benefit local communities and tenants. Norwich City Council joined it in 2010 when membership was widened to include stock holding authorities such as Norwich and Great Yarmouth councils. Its lead officer is Tracy John, Head of neighbourhood housing. It is led by Wherry Housing Association Trust and partners include Broadland Housing Association, Cotman Housing Association, Freebridge Community Housing, The Guinness Trust, Minster Housing Association, Orbit East, Peddars Way Housing Association, Saffron Housing Trust, Stonham (Home Group Ltd), Victory Housing Trust, Wherry Housing Association Trust, Norwich City Council and Great Yarmouth Borough Council. The partnership is scored as being of major significance.
- Norfolk housing strategic board a partnership that was set up following the Audit Commission's inspection on strategic housing provision across the County. It was directly related to local area agreement and the comprehensive area agreement, both of which no longer exist. The purpose of the partnership is to engender better countywide working between the local housing authorities and County services and to improve member involvement in county wide strategic housing decision making. The board has a structure of officer groups below it to deliver key areas of work across the county. It is led by Phillip Burton, North Norfolk CEO and attended by Cllr Arthur with officer support from Tracy John, Head of neighbourhood housing. The partnership is scored as moderately significant.
- Norwich day care opportunities partnership board a partnership which was
  established in 2010 to deliver day care opportunities across Norwich in
  partnership with other agencies including Norfolk Community Services, Age
  UK Norwich, Broadland Housing Assoication, Voluntary Norfolk. Norfolk
  County Council's Community services are the lead partner and Nigel
  Andrews, Tenancy support manager, is Norwich's lead officer. The
  partnership is scored as moderately significant.

- Norwich integrated care opportunities project this partnership was established in 2009 and is working with partners including all GP surgeries within Norwich, Norfolk Community Services, Age UK Norwich, Norwich City Council, NHS Norfolk, NNUH to prevent older people with long term conditions being admitted to hospital. It is a countywide project with locality project boards. It is led by NHS Norfolk and the councils' lead officer is Nigel Andrews, Tenancy support manager. The partnership is scored as being of minor significance.
- Nplaw (Norfolk Public Law) is a shared legal service which was launched 1
  October 2010, formed through a merger of the legal teams from Great
  Yarmouth Borough Council, Norfolk County Council and Norwich City
  Council. Hosted by Norfolk County Council, Nplaw delivers a full range of
  public sector legal services to local authorities and other public sector
  clients, including schools and parish councils. The partnership is scored as
  moderately significant.
- 10. The New Anglia Local Enterprise Partnership has not been included on the register as yet. It exists currently as an informal partnership with no terms of reference, and no identified resource or financial commitments. A business plan is being developed for May 2011 and the partnership will be assessed then.

## **Significant Partnerships**

- 11. Through implementing the corporate governance framework the council has identified six 'significant' partnerships:
  - Greater Norwich Development Partnership (GNDP)
  - Greater Norwich Housing Partnership (GNHP)
  - Highways Agency Agreement (HAA)
  - Norfolk Concessionary Travel Scheme
  - Norfolk Supporting People Commissioning Body
  - Norwich and HCA Strategic Partnership.
- 12. The significant" partnerships above have been assessed more rigorously for the strength of their governance arrangements, notwithstanding governance arrangements should be proportionate to the risks involved.
- 13. This year three partnerships have moved from being highly significant to a lesser significance:
  - City of Norwich partnership
  - Norfolk County Strategic partnership
  - NELM.
- 14. The City of Norwich partnership, and similarly the Norfolk County Strategic partnership, has reduced in significance primarily due to the end of the local area agreement and the Comprehensive area assessment. Both are currently under review.
- 15. NELM has also reduced in significance as in succession planning Norwich City Council now attends as an observer only.

- 16. The Greater Norwich Development Partnership (GNDP) remains significant for 2010-2011 however it is anticipated too that it will become less significant in 2011-12. Once the Joint Core strategy is approved, the role of the GNDP is to be reviewed which is likely to result in the development of different type of delivery vehicle arrangement. In addition growth point funding ceases March 2011 and the regional spatial strategy will not exist in the future. A reassessed scorecard has been submitted in anticipation of these changes and will be reviewed in the forthcoming months.
- 17. Similarly changes are anticipated in relation to the Greater Norwich Housing Partnership which is currently under review. This sub regional partnership has a complex arrangement of sub groups which are resource intensive and dedicated administrative support which is due to cease.

### Making the Corporate Governance Framework more robust

- 18. In February to March 2010, the corporate governance framework and toolkit for working in partnerships was subject to an audit undertaken by Zurich and their recommendations were received in April 2010. The recommendations essentially sought evidence of greater member and third sector involvement with partnerships and therefore these links are now included on the register (Appendix 3). Also a separate tracker document is now maintained to track when reports are received by scrutiny committee or cabinet from significant partnerships.
- 19. In addition two separate pieces of work being led by the partnerships team will enhance the framework.
  - the development of a new commissioning framework will provide a
    mechanism to decide on best routes for delivery. The audit questioned
    processes adopted by officers currently and suggested that officers are
    required to ask at an early stage what the appropriate mechanism for
    delivery should be: a partnership arrangement, grant making process, or
    procurement.
  - the mapping of council activity and connections around children's services, adult services, health and wellbeing and community safety is highlighting officers' involvement in groups and possible partnerships that are not included in this register of partnerships. When these mapping exercises are all complete, a piece of work will be undertaken to cross reference and clarify arrangements

#### Recommendations

### 20. Cabinet are asked to:

Endorse the partnerships register for 2010-11.

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44Norwich Learning CityNot for profitTim BaconRegeneration and Devel Economic DevelopmentNone (registered charity)30 N30 N45Norwich Research Park (NRP)Strategic AllianceEllen TilneyRegeneration and Devel Citywide servicesSouth Norfolk Council60 N60 N46Norwich Urban Fringe Countryside ProjectSLA + separate decision ma Simon MeekRegeneration and Devel Citywide servicesNorwich City Council37 N37 N				-			•	nunity services			
45 Norwich Research Park (NRP) Strategic Alliance Ellen Tilney Regeneration and Dev Economic Development South Norfolk Council 60 N 60			ŭ	,							
46 Norwich Urban Fringe Countryside Project SLA + separate decision ma Simon Meek Regeneration and Devel Citywide services Norwich City Council 37 N 37 N			·			·					
				•	<u> </u>	·					
,=IM=land		· .					Norwich City Council	37	N		
47 Nplaw NEW Philip Hyde Corporate Resources Legal and Democratic Services 60 N		•		• •	† ·						
48 Regional Cities East Non Statutory Jerry Massey Regeneration and Devel Economic Development None 53 N 37 N			·	•						1	
49 Safer Food Better Business - Norfolk Non Statutory Jaan Stanton Corporate Resources Legal and Democratic Services North Norfolk District Council 50 N 50 N					·						
50 Shaping Norfolk's Future Statutory Partnership Ellen Tilney Regeneration and Devel Economic Development Norfolk County Council 53 N 53 N		· •		•		·					
51 Youth Justice Board Statutory Partnership Bob Cronk Regeneration and Devel Local neighbourhood services Norfolk County Council 66 N 66	51		·			Č	Norfolk County Council	66	N	66	N

	Key 5 Highly significant 4 Major significance 3 Moderate significance 2 Minor significance 1 Non significant	LINK TO CORPORATE PRIOITIES - To what extent does the p/ship contribute to achievememnt of prioritiesin corporate plan,SCS or LAA?	DECISION MAKING - The partnership takes decisions on behalf of or which are binding on the Council.	PURPOSE OF PARTNERSHIP - Is the Council required to set up the partnership by law or in order to receive additional funding / meet a requirement of the assessment regime eg CAA or statutory guidance?	PARTNERSHIP COSTS - the Council directly contributes money or resources (incl officer time) to the partnership and / or money is directed through the Council's accounts	What are the consequences of partnership failure for the Council (financial/political/reputational)	RISK - Does the partnership contribute to the management of risks identified on corporate or departmental risk registers?
	Bold = significant partnership Red = highly significant score (individual)	LINK TO C - To what c contribute prioritiesir LAA?	DECISION M partnership behalf of or	PURPOSE the Counc partnershi receive ad a requirem regime eg guidance?	PARTNERSHIP COS Council directly cor money or resources time) to the partner money is directed ti	What are t partnershi Council (financial/ <sub>I</sub>	RISK - Doe contribute risks ident departmen
1	Bittern and Wherry Line Community Rail Partnerships	2	1	1	1	2	1
	Carbon Trust	2	1	1	1	1	1
3	Central Locality Mental Health forum	2	1	1	1	1	1
	Central Norwich Foundation Trust	4	3	1	1	3	3
5	City of Norwich Partnership	4	4	4	3	4	. 2
	Citywide Board	4	2	4	1	4	. 2
	CNC Building Control Partnership	3	4	1	4	. 3	2
	County Community Safety Partnership (previously County Strategic G	5	4	5	4	3	3
	East West Rail Consortium	2	1	1	1	2	1
	Energy Saving Trust	2	1	1	1	1	1
	Families unit operational partnership board	4	3	1	3	4	3
	Food Hygiene Rating Scheme	4	3	4	1	3	1
	Greater Norwich home options partnership board	4	4	3	5	4	2
	Greater Norwich Development Partnership	5	5	5	5	5	4
	Greater Norwich Housing Partnership	5	4	4	5	4	. 5
	Greater Norwich Youth Homelessness Forum	2	2	2	1	2	1
	Healthier Options NORfolk (HONOR)	4	3	1	1	2	1
	HEART	2	1	1	4	. 2	1
	Highways Agency Agreement	5	5	4	5	5	3
	Investing in Communities	4	4	2	1	3	1
	NELM	2	1	1	1	2	4
	Norfolk Better Regulation Partnership	3	2	1	1	3	1
23	Norfolk Children's Trust Board	3	3	5	2	4	3
	Norfolk Climate Change Partnership	4	3		1	3	1
25	Norfolk Concessionary Travel Scheme	3	4	3	5	5	5
	Norfolk County Cohesion Strategic partnership	5	3	2	2	3	4
	Norfolk County Strategic Partnership	5	3	1	2	3	1
	Norfolk Dom Abuse&SexualViolence SB	2	3	4	2	3	2
29	Norfolk Drug and Alcohol Partnership	2	1	1	1	1	1
	Norfolk Health Improvement Committee	2	2	1	1	2	1
	Norfolk Housing Alliance	5	3	3	3	3	3
	Norfolk Housing Strategic Board	4	4	2	3	3	2
	Norfolk Resilience Forum	4	3	5	1	4	4
34	Safeguarding Adults Board	5	3	1	2	5	3
	Norfolk Safeguarding Children Board	5	4	5	2	4	2
	Norfolk Supporting People Commissioning Body	5	4	5	5	5	5
	Norfolk Waste Partnership	4	3	1	2	3	2
38	Norwich & HCA Strategic Partnership	5	3	5	5	5	5
	Norwich Bus Joint Investment Partnership	2	2	2	2	3	1
	Norwich Carbon Reduction Trust	2	1	2	2	2	1
	Norwich City Centre Partnership	4	4	4	3	4	2
	Norwich day care opportunities partnership board	2	3	1	2	4	1
	Norwich Integrated care opportunities project	2	3	1	2	3	1
	Norwich Learning City	2	2	1	1	2	1
	Norwich Research Park (NRP)	5	3	2	1	4	3
	Norwich Urban Fringe Countryside Project	2	2	2	2	2	1
	Nplaw	3	3	1	5	3	2
	Regional Cities East	2	3	1	2	2	1
	Safer Food Better Business - Norfolk	4	3	4	1	2	1
	Shaping Norfolk's Future	4	3	3	2	3	1
	Youth Justice Board	3	3	5	3	3	3
			-		-	-	-

Member and 3rd sector links with partnerships 2010-11

	Mem	ber and 3rd sector links with par	tnerships 2010-11	Appendix 3			
	Partnership Name	Portfolio holder	Member appointed to represent the	Third sector links with the partnership			
1	Bittern and Wherry Line Community Rail Partnerships	information to be added					
2	Carbon Trust	Cllr Victoria MacDonald	Cllr Victoria MacDonald				
3	Central locality mental health forum	Vacant	n/a	Network includes many 3rd sector orgs			
4	Central Norwich Foundation Trust	Vacant	Vacant				
5	City of Norwich Partnership	Cllrs Steve Morphew/ Alan Waters		Norwich third sector Forum / Voluntary Norfolk/ faith reps			
6	Citywide Board	Cllr Brenda Arthur	Cllr Brenda Arthur	no links - tenant and leasehold representatives only			
7	CNC Building Control Partnership	Cllr Alan Waters	Cllr Alan Waters	none			
8	County community safety partnership (previously Cou	Cllr Bremner	n/a				
9	East West Rail Consortium	information to be added					
10	Energy Saving Trust	Cllr Victoria MacDonald	Cllr Victoria MacDonald				
11	Families unit operational partnership board	information to be added					
12	Food Hygiene Rating Scheme	Cllrs Brociek-Coulton and Bremner	Cllr Bremner	Principly the Food Standards Agency but in association with Broadland DC, Breckland DC, Kings Lynn and West N			
13	Greater Norwich home options partnership board	Cllr Brenda Arthur					
14	Greater Norwich Development Partnership	Cllr Steve Morphew	Cllr Steve Morphew	None			
15	Greater Norwich Housing Partnership	Cllr Brenda Arthur	Cllr Brenda Arthur	voluntary sector housing and care providers			
		Cllr Brenda Arthur		voluntary sector housing and care providers			
	<b>,</b> ,	Cllrs Brociek-Coulton and Bremner	Cllr Bremner	Breckland District Council, City College Norwich, Norfolk County Council, NHS Norfolk (The Joy of Food), Thetford			
18	HEART	Cllr Alan Waters	n/a	N/A			
			Cllrs Bremner (voting), Read (voting),				
19	Highways Agency Agreement	Cllr Morphew; Cllr MacDonald	Altman, MacDonald and Morphew				
20	Investing in Communities	Cllr Steve Morphew	n/a	Voluntary Norfolk/ NRCC/WNVCA are members			
	NELM	n/a	n/a				
		Cllr Bremner	Cllr Bremner				
23	Norfolk childrens trust board	Cllr Waters	Cllr Waters	Voluntary Sector Forum			
24	Norfolk Climate Change Partnership	Cllr Victoria MacDonald	Cllr Victoria MacDonald				
25	Norfolk Concessionary Travel Scheme	n/a transfers to Norfolk CC 01.04.2011		Norwich Door to Door			
26	Norfolk county cohesion strategic partnership	Vacant	n/a	Various			
		Cllr Morphew	Cllr Morphew	Voluntary Norfolk			
	Norfolk Domestic Abuse and Sexual Violence Strategi			support providers			
		Cllr Bremner	n/a	N/A			
	Norfolk health improvement committee	Vacant	n/a	Includes patient & 3rd sector participation			
		Cllr Brenda Arthur		Registered Providers			
		Cllr Brenda Arthur		indirectly through workstreams			
		Cllr Bremner	Cllr Bremner				
	Norfolk Safeguarding Adults Board	information to be added					
35	Norfolk Safeguarding Children's Board	Cllr Waters	n/a	Voluntary Sector Forum			
		Cllr Brenda Arthur	n/a	Provider Elected Panel (voluntary sector housing and care providers) NB - SP has an elected member panel which Cllr Arthur attends			
	1	Cllr Victoria MacDonald	Cllr Victoria MacDonald				
	·	Cllr Morphew	•	None			
	·	Cllr Morphew	Cllr Morphew				
		Cllr Victoria MacDonald	Cllr Victoria MacDonald				
	·	Cllr Steve Morphew	n/a	on a project by project basis			
	, , , , , , , , , , , , , , , , , , , ,	information to be added					
	Norwich integrated care opportunities project	information to be added					
	ů ,	Cllrs Brociek-Coulton and Bremner		broad informal partnership of organisations inc vcs			
	· · · · · · · · · · · · · · · · · · ·	Cllr Steve Morphew	n/a	none			
	Norwich Urban Fringe Countryside Project	information to be added		works closely with various local community, conservation, health and education based voluntary groups			
		Cllr Waters					
		Clir Steve Morphew	· ·	North Norfalls DC Prockland DC Prockland DC Kings Lynn and West Norfalls DC			
		Clirs Brociek-Coulton and Bremner		North Norfolk DC, Breckland DC, Broadland DC, Kings Lynn and West Norfolk DC			
		Cllr Steve Morphew		None on managment boards but Voluntary Norfolk/NRCC/WNCVA via liC Board which is a Eocnomic Participation			
51	Youth Justice Board	Cllr Bremner	n/a	None			