



## **AUDIT COMMITTEE - 10TH DECEMBER 2014**

**SUBJECT: CAERPHILLY COUNTY BOROUGH COUNCIL PARTNERSHIPS AND COLLABORATIONS**

**REPORT BY: ACTING DIRECTOR CORPORATE SERVICES**

---

### **1. PURPOSE OF REPORT**

- 1.1 To provide Members with an update report on the partnership and collaborative working of the Council following Cabinet's endorsement of the Collaboration and Partnership Protocol including twelve month action plan, and Partnership Governance Toolkit. Steps are now being undertaken to implement the twelve month action plan for ensuring robust partnership working, on which Members observations are welcome.

### **2. SUMMARY**

- 2.1 Following recommendations made by the Wales Audit Office on the partnership and collaborative work of the Council (CCBC), an exercise commenced October 2013 to identify partner organisations, significant partnerships and collaborations. This revealed that the total number of significant partner organisations for CCBC is 146, with 35 formal partnerships, 25 collaborations, and CCBC leading in 8 of the collaborative arrangements. This list will be subject to quarterly review through Heads of Service. The report informs of the table and index of collaborative working and partner organisations, the Collaboration and Partnership Protocol including twelve month action plan, and the Partnership Governance Toolkit, and steps being undertaken in delivering the action plan.

### **3. LINKS TO STRATEGY**

- 3.1 Compliance with recommendations of the Wales Audit Office under the Council's Improvement Plan, and requirements of the Annual Governance Review Panel on the partnership and collaborative working of the Council.

### **4. THE REPORT**

- 4.1 Following recommendations made by the Wales Audit Office on the partnership and collaborative work of CCBC, an exercise commenced October 2013 to identify CCBC's partner organisations, significant partnerships and collaborations. Working across the CCBC's directorates it has been identified that CCBC has 146 significant partner organisations, 35 formal partnerships, 25 Collaborations, and leads in 8 of the collaborative ventures. In order to ensure that collaborative work is as effective as possible, Cabinet has agreed a Collaboration and Partnership Protocol, a framework for managing partnerships, and a Partnership Governance Toolkit, to provide partnership leads with guidance on ensuring effective and purposeful partnerships, and achieving intended outcomes with robust scrutiny and governance arrangements in place. A table has been produced displaying at a glance information on CCBC's partnerships and collaborations, and an index of all partner

organisations. The Audit Committee has played an instrumental part in the development of these documents through guidance given following reports to the Audit Committee meetings on 11<sup>th</sup> December 2013, 5<sup>th</sup> March 2014, and 11<sup>th</sup> June 2014.

- 4.2 The table and index of partnerships and collaborations (see Appendix 1), Collaboration and Partnership Protocol and Action Plan for Delivery (see Appendix 2), and Partnership Governance Toolkit (see Appendix 3) have been placed on CCBC's intranet under the Corporate Governance link. The Management Network has been alerted to this documentation, with a presentation to be made to the Management Network on 12<sup>th</sup> December 2014. The partnership list will be updated quarterly commencing in January 2015 through Heads of Service, with partnerships subject to spot checks.
- 4.3 The process for undertaking spot checks on the partnerships and collaborations has been discussed by the Corporate Governance Review Panel in their meeting on 21<sup>st</sup> November 2014 and it has been decided that spot checks will be carried out on two of the partnerships and three of the collaborations. This work will be undertaken between January and February 2015 with a report drafted for the consideration of the Corporate Governance Review Panel, Improving Governance Programme Board and Corporate Management Team (CMT). The spot check audits, together with the quarterly reviews of the partnership and collaborations data will be: incorporated into the Council's Annual Constitution Review; inform the Corporate Governance Review Panel Annual Governance Statement, with an annual summary report on the partnership work made to the Audit Committee in June 2015. A full report on the 12 month action plan for incorporating the work around partnerships and collaborations will also be made to the Corporate Governance Review Panel and Improving Governance Programme Board to determine whether a further action plan is needed, or if this work is to become business as usual.

## **5. EQUALITIES IMPLICATIONS**

- 5.1 The Council's partnerships and collaborative working take into consideration the Equalities Act 2010 (Statutory Duties) (Wales) Regulations 2011, and the Welsh Language (Wales) Measure 2011.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 Further details on financial information provided is available in the full report of CCBC's partnerships and collaborations, copies of which can be obtained through the report's author.

## **7. PERSONNEL IMPLICATIONS**

- 7.1 Significant staff time is invested in partnership and collaborative working by the Council.

## **8. CONSULTATIONS**

- 8.1 The Collaboration and Partnership Protocol and Action Plan for Delivery, together with accompanying Partnership Governance Toolkit, were issued for a 4 week consultation. Consultees included: the Corporate Management Team, all Heads of Service, partnerships and collaborative leads, the Caerphilly Delivers Single Integrated Plan delivery group (CCBC staff only), and all officers who provided information on CCBC partnerships and collaborations. Six responses were made, which were generally supportive of the proposed documents with a couple of minor additions suggested, which were incorporated into the finalised Protocol and Governance Toolkit.

## **9. RECOMMENDATIONS**

- 9.1 For the Committee to note progress around the partnership and collaborative working with the publication of the Collaboration and Partnership Protocol including twelve month action plan for delivery, and Partnership Governance Toolkit, and steps being made to implement the action plan.

## **10. REASONS FOR THE RECOMMENDATIONS**

- 10.1 For the Audit Committee in noting the progress so far, to make any further observations to be included in the 12 month action plan for embedding the structure for managing effective partnerships into the day to day work of CCBC.

## **11. STATUTORY POWER**

- 11.1 Local Government Act 2000, and the Local Government (Wales) Measure 2009 (Part 2) Community Strategies.

Author: Jackie Dix – Policy and Research Manager  
Consultees: Nicole Scammell - Acting Director of Corporate Services & S151  
Colin Jones - Head of Performance and Property Services  
Gail Williams – Interim Head of Legal and Democratic Services  
Richard M Harris - Internal Audit Manager  
Alessandra Veronese – Programme Manager  
Joanne Jones - Corporate Information Governance Manager

Appendices:  
Appendix 1 Table and index of partnerships and collaborations  
Appendix 2 Collaboration and Partnership Protocol and Action Plan for Delivery  
Appendix 3 Proposed Partnership Governance Toolkit