

APPENDIX 7 Consultation Responses on proposed

Caerphilly County Borough Council Collaboration and Partnership Protocol and Action Plan for Delivery, and Partnership Governance Toolkit

Introduction

The Collaboration and Partnership Protocol and Action Plan for Delivery, together with the 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 (Council staff only), and all officers who provided information on Caerphilly County Borough Council partnerships and collaborations.

Six responses were received covering: Education and Leisure, and Families First, Community, Youth and Adult Education, Community and Leisure Services, Legal and Democratic Services, and Regeneration and Planning.

Consideration of consultation responses

- 1 *I am a very strong advocate of partnership working and this protocol is really useful. I would recommend however that we have a model template for Service Level Agreements which accompany the attached. This SLA needs to go into detail on the expectations of both partners...*

It is felt that including a model Service Level Agreement (SLA) would be too much detail to include in the Partnership Governance Toolkit. However, the suggestion has been passed to Internal Audit for consideration of drafting a standardised SLA with a model delivery plan.

2. *For info, please find attached a piece of work that Ricardo AEA were commissioned to do for the WLGA on partnership working (in the context of waste management). They produced an initial draft toolkit (attached) which you may want to take a look at...*

The consultancy was contacted and the final report for the WLGA on collaboration in waste management obtained. The report proved to be complementary to the direction taken with this piece of work around the Council's partnerships and collaborations.

3. *You may be interested to know that we have engaged Cardiff Business School to research and develop a handbook for collaborative scrutiny... This has been funded by Welsh Government Scrutiny Development Fund and we are working with Monmouthshire and Blaenau Gwent to manage the project. This handbook will be aimed at scrutiny practitioners across Wales to help them determine if they need to set up joint scrutiny and also provide case studies and templates for the governance etc. part of the research they have done will include LSB partnerships and scrutiny. It is hoped to have this available as a draft by early*

September for a launch in the Autumn, probably at the Centre for Public Scrutiny Wales conference in November.

The finalised Handbook for Collaborative Scrutiny will be used as a point of reference in undertaking the future auditing and inspection of partnerships and collaborations by the Council.

- 4. **Collaboration and Partnership Protocol** - Yes it was clear and concise. The provision of up to date references are useful too. Under the section "Clear reasons to be determined for why there is a need to work in partnership..." after cost benefits and improving value for money (page 2) a further point to be added could be: To minimise/ eradicate duplication.*

Action Plan – clear template for delivery.

Partnership Governance Toolkit – clear and concise and the check list is very helpful. Would the inclusion of Terms of Reference under partnership lines of responsibility and accountability be helpful?

These comments will be incorporated into the finalised Collaboration and Partnership Protocol and Partnership Governance Toolkit, together with any other further comments received on the documents following the Policy and Resources Scrutiny committee meeting of 30th September 2014, and the Cabinet meeting of 15th October 2014.

- 5. By and large the contents seem logical and understandable. I would stress that it should not become a drag on operations as whilst no doubt beneficial it could become a significant time hindrance. Broad headings yes but need flexibility for e.g. size and remit of partnership, what external partners/funders specify, ability for partnership to be amended.*

Comment noted, and the need not to over complicate the Protocol and Toolkit for officers was taken into account in development. This is the reason why it has been decided not to include a standardised Service Level Agreement into the documentation as suggested in the consultation response noted in 1 above.

- 6. I would ask a general question... does this include partnerships with other Councils; and if so, how does the timetable for local government reorganisation influence what is done?*

Yes the Partnership Protocol and Guidance does include partnerships with other Councils. This piece of work is seen as a priority by both the Welsh Government and the Commission on Public Service and Delivery, and so will not be governed by the timetable for local government reorganisation.