

Classification: Public

Key Decision: No

Gravesham Borough Council

Report to: Performance and Administration Committee

Date: 19 February 2019

Reporting officer: Michelle Batstone, Corporate Change Manager

Subject: Revised Working in Partnership Framework

Purpose and summary of report:

To present Members of the Performance & Administration Committee with a draft of the updated *Working in Partnership Framework* for discussion.

Recommendations:

1. Members are asked to review the draft Working in Partnership Framework and provide feedback/comments for consideration by Cabinet.

1. Introduction

- 1.1 In March 2016 the Cabinet approved an updated Working in Partnership Framework for the Council. The Framework requires a review to be carried out every three years.
- 1.2 The purpose of this report is to provide Members of the Performance & Administration Committee with a copy of the draft revised Framework for review. Feedback from the committee will then be provided to the Cabinet as required, for consideration by Cabinet, prior to submission to Full Council for formal adoption.

2. Review and update of the Working in Partnership Framework

- 2.1 Appendix two to the report sets out the revised Framework (and accompanying appendices) for the council; specific changes that have been made are as follows:
 - 2.1.1 Updates to reflect changes in officer titles.
 - 2.1.2 Reference to the revised General Data Protection regulations and consideration of these when considering partnership and shared-working arrangements.
 - 2.1.3 Inclusion of the principles that have been agreed across North Kent for the development of shared working arrangements.

- 2.1.4 Inclusion within the Partnership Evaluation Form of specific consideration to Safeguarding obligations.
- 2.2 Following review by the Performance & Administration Committee, the report will be presented to Cabinet for approval, followed by submission to Full Council for formal adoption into the council's Policy Framework.
- 2.3 The Working in Partnership Framework will be reviewed at least once every three years with the outcomes of this review reported to Cabinet and Council accordingly.

3. Background Papers

- 3.1 There are no background papers pertaining to this report.

| IMPLICATIONS | APPENDIX 1 |
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| Legal | There are no legal implications arising from this. As a requirement of the council's Working in Partnership Framework, all potential partnership opportunities and shared working arrangements are formally considered by the Monitoring Officer to ensure that the legal aspects of proposals are taken into account prior to entering into a new arrangement. |
| Finance and Value for Money | Partnerships and shared working arrangements can present financial and value for money savings to the council. The council's Working in Partnership Framework requires all potential partnership opportunities and shared working arrangements to be formally considered by the Section 151 Officer to ensure that the financial aspects of all proposals are taken into account prior to entering into a new partnership. |
| Risk Assessment | <p>Partnerships and shared working arrangements are becoming more and more prevalent in the work of the council and the efficient and effective delivery of services and corporate objectives. It is therefore important that the council has a clear framework for identifying and progressing partnership and shared working opportunities to ensure those which truly assist in delivering the council's objectives and/or present an efficiency saving to the council are progressed.</p> <p>The council's Working in Partnership Framework requires all potential partnership opportunities and shared working arrangements to be risk assessed but also for the risk assessment process to be undertaken on a regular basis throughout the life of the arrangement.</p> |
| Data Protection Impact Assessment | <p><i>A data protection impact assessment (DPIA) should be carried out at the start of any major project involving the use of personal data or if you are making a significant change to an existing process.</i></p> <p>a. Does the project/change being recommended through this paper involve the processing of personal data or special category data or criminal offence data? A definition of each type of data can be found on the Information Commissioner's Office website via the above links. No</p> <p>b. If yes to question a, have you completed and attached a DPIA including Data Protection Officer advice? N/A</p> <p>c. If no to question b, please seek advice from your nominated DPIA assessor or the Information Governance Team at gdpr@medway.gov.uk. N/A</p> |

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| Equality Impact Assessment | a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No |
| | b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer. No |
| | <i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i> |
| Corporate Plan | Partnership and shared working will potentially contribute to all of the strategic objectives of the council. Specifically, it contributes to Objective Four – Sound and self-sufficient council, and the following commitments: <ul style="list-style-type: none"> • Deliver on opportunities for the sharing and selling of council services. • Continuously review and adapt how we deliver our services to achieve financial efficiencies and improved performance. |
| Crime and Disorder | The Working in Partnership Framework will be used for the development of all new partnerships and will therefore pick up any issues relating to the Crime and Disorder Act. |
| Digital and website implications | There are no digital or website implications arising from this report. |
| Safeguarding children and vulnerable adults | Consideration of Safeguarding implications has been built into the process for implementing and revising partnerships, as set out in the <i>Working in Partnership Framework</i> . |