

## **Annual Review of SSDC Partnerships**

*Executive Portfolio Holder:* Sylvia Seal, Leisure and Culture  
*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Directors:* Helen Rutter/Kim Close, Communities  
*Lead Officer:* Helen Rutter, Assistant Director (Communities)  
*Contact Details:* helen.rutter@southsomerset.gov.uk or 01963 435012

### **1. Purpose of the Report**

1.1 The purpose of this report is to provide District Executive with the annual review of SSDC partnerships.

### **2. Public Interest**

2.1 SSDC works in partnership with a range of organisations to coordinate activity, deliver services and where possible, work more efficiently to tackle issues, which are relevant to more than one organisation. We maintain a Partnerships Register, which records information about each partnership and ensures they are reviewed annually to check their relevance.

### **3. Recommendation**

That the District Executive:

3.1 Notes the annual review process and observations for each of the partnerships on the Partnerships on the Register.

3.2 Adds the Heart of Wessex Leader Programme to the Partnerships Register.

### **4. Background**

4.1 SSDC maintains a Partnerships Register and reviews the governance arrangements/performance of each partnership. Each Partnership is reviewed annually by 31 March. In 2011 the Scrutiny Committee was asked to take a more detailed look at each partnership with the aim of coming up with proposals to rationalise the number of partnerships and improve governance and other arrangements for those remaining on the register.

4.2 Following this, District Executive agreed a definition of a Partnership was agreed:

*A partnership is a formal working arrangement involving one or more independent bodies, from any sector, who pool resources and share responsibility for agreeing and then delivering a set of planned actions and outcomes. A formal agreement is made by all partners to work together for specific outcomes.*

With other guidance and a list of Partnerships which should remain on the Register was also agreed. It was also set out that an annual review of each of the remaining partnerships should be reported to District Executive or the relevant Area Committee

4.3 A South West Audit Partnership review into SSDC Partnership Arrangements in 2011 has been completed and confirmed that our arrangements are reasonable, with adequate controls.

4.4 In the summer of 2013 some additional fields were added to the TEN monitoring system seeking further assurance about the following aspects:

- Does the Partnership have adequate financial controls?
- Does the Constitution or Partnership Agreement make reference to the General Equality Duty?
- Has a data sharing agreement been adopted by the partnership (if appropriate) or is data sharing covered in the Partnership Agreement?

4.5 A separate review and revised policy on Member representation on outside bodies has been considered by Area Committees and District Executive. Subsequent appointments from June 2014 onwards have been made in the light of that further work.

4.6 This year some updating of the Partnership Approval process documentation has been carried out. Approval is required before a Partnership can be formally registered.

## 5. Annual Review Process

5.1 The updated list of Partnerships on the Register is attached at Table 2. This sets out both Partnerships of corporate significance that report to DX and Area-based partnerships that report to the relevant Area Committees.

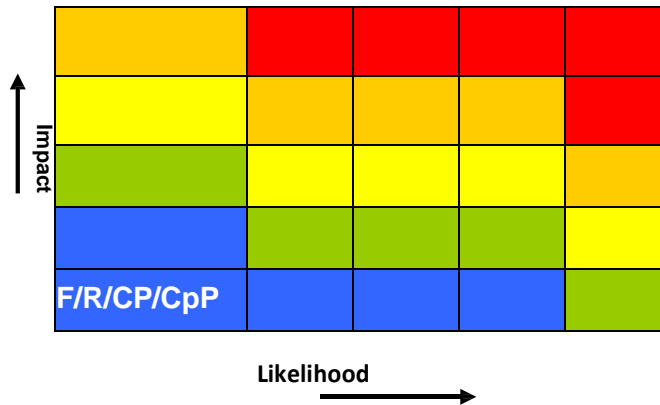
5.2 Since the last review in August 2014 the following notable changes have occurred:

- **The Strategic Partnership Against Hate Crime** has been removed from the register
- **The Yeovil Innovation Centre** has been added to the corporate section of the register
- **Somerset Local Authorities Civil Contingencies Partnership** was reviewed by a Scrutiny Task & Finish Group and reported to DX in February 2015. It was agreed that SSDC would look again at this partnership following the review that is due to be completed in August 2015
- £300k of funding has been achieved for projects within South Somerset through **Somerset Armed Forces Community Covenant Partnership**
- Funding of £1.4million for the period 2015-2020 has been confirmed for the **Somerset Levels & Moors Local Action For Rural Communities Partnership**

## 6. New Partnerships

6.1 **Heart of Wessex Leader Programme** – This an eligible partnership which should be added to the corporate section of the register. Please see full details appended in **Appendix 1**. EU funding of £1.738 million for the period 2015-2020 has been confirmed for the Partnership.

## 7. Risk Matrix



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

## 8. Financial implications

8.1 None in relation to this report

## 9. Corporate Priority Implications

- Minimise impact to our residents of the major benefits changes proposed by government
- Make optimum use of resources for home adaptations to enable people to live independently
- Minimise homelessness by providing advice, support and housing options  
Provide welfare benefits support and advice to tackle poverty for our vulnerable residents

## 10. Carbon Emissions and Climate Change Implications

10.1 None in relation to this report

## 11. Equality and Diversity Implications

11.1 None in relation to this report but individual partnerships need to take account of the general equality duty in conducting their work

## 12. Background Papers

District Exec Agenda & Minutes: October 2011/June 2012/May 2013/August 2014  
Scrutiny Task & Finish group meeting: 15 May 2012

**APPENDIX 1**

**PARTNERSHIP APPROVAL FORM**

<b>Service:</b>	Communities
<b>Manager/Lead Officer:</b>	Helen Rutter
<b>Assistant Director:</b>	Helen Rutter/Martin Woods

<b>Type: Minor</b>
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<b>Name of Partnership:</b>	<b>Heart of Wessex Local Action Group</b>
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<b>Reports to:</b> Area East Committee
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1. Partners/ Membership	2. Purpose	3. Constitution	4. Partnership agreement/ document	5. Reporting arrangements	6. SSDC Funding £
<p>Majority private sector – up to 15. Core Public/Voluntary Sector – South Somerset DC, Wiltshire Council, Cranborne Chase AONB, Frome TC, Wincanton Community Venture.</p> <p>Reps from following:</p> <ul style="list-style-type: none"> <li>a) Small and micro-business</li> <li>b) Agriculture and farm diversification</li> <li>c) Forestry and woodfuel</li> <li>d) Rural tourism</li> <li>e) Culture and heritage</li> <li>f) Rural services</li> </ul>	<p>To further sustainable rural development within the Heart of Wessex LAG Programme area through:</p> <ul style="list-style-type: none"> <li>a) Preparing, approving &amp; monitoring annual Deliver Plans</li> <li>b) Setting &amp; monitoring detailed budgets for activities, management &amp; administration &amp; animation</li> <li>c) Recommending projects, which have received positive appraisals to Defra for approval</li> <li>d) Overseeing activity that makes the programme inclusive &amp; participatory</li> <li>e) Providing support to the Programme Manager &amp; Programme Management Team</li> </ul>	<p>Informal partnership governed by Terms of Reference.</p> <p>Accountable body Wiltshire Council</p>	<p>Executive Committee Terms of Reference and Defra's Operations Manual</p>	<p>Area East is the lead Area. Reporting links to Areas South and West which have some parishes within LAG area</p>	<p>None.</p> <p>Support in kind via Officer advisory time and access to meeting rooms</p>

7. Total Budget £	8. Risks/Link to Risk Register	9. Objectives & SMART Targets	10. Results	11. Results review date	12. SSDC Corporate Priorities
£1,738,000	TBC	Please see LAG Delivery Plan	New Partnership	March 2016	<p>Focus One: Jobs – strong economy, low unemployment &amp; thriving businesses</p> <p>Focus Four: Health &amp; Communities – healthy, self-reliant &amp; have individuals who are willing to help each other</p>
<b>13. Member Appointment required? Yes/No</b> Yes					

**14. Partnership review date:** March 2016  
**Review comments:** New Partnership

**15. Director approval:** Rina Singh  
**Date:**

## APPENDIX 2

## Partnership Register – July 2015

Partnership	Comments	Reviewed on register by March 2015?	Lead officer	Signed off by A/D?
<b>Partnerships of Corporate significance reporting to the Executive</b>				
Somerset Waste Partnership (SWP)	Performance reviewed at regular SWB meetings, joint scrutiny and February 2015 DX	Yes	Vega Sturgess	Yes
South West Audit Partnership (SWAP)	Will be reported to Audit Committee July 15	Yes	Donna Parham	Yes
Safer Somerset Partnership	Not due to be reviewed until 2016	No	Kim Close	No
Local Strategic Partnership (LSP) South Somerset Together (SST)	All Partners happy with progress, a few minor amendments made to overarching agreement to reflect current practice	Yes	Helen Rutter	Yes
Market Towns Investment Group (MTIG)	The partnership continues to be valued by all its members, providing a framework for shared investment programmes and unique networking opportunities	Yes	Andrew Gillespie	Yes
Homefinder Somerset Partnership & Strategic IT	Partnership still fit for purpose and regularly monitored	Yes	Jon Batty	Yes
Somerset Local Authorities Civil Contingencies Partnership	The partnership was reviewed by a Scrutiny task and finish group and reported to DX in February 2015. It was agreed that SSDC would look again at this partnership following the review that is due to be completed in Aug 2015.	Yes	Pam Harvey	Yes

Partnership	Comments	Reviewed on register by March 2015?	Lead officer	Signed off by A/D?
Somerset Armed Forces Community Covenant Partnership	Reported to District Executive on 5th March 2015 and £300K of funding has been achieved for projects within South Somerset.	Yes	Kim Close	Yes
Chard Regeneration Scheme (Chard Vision)	Regular updates continue to be provided to the Project Board, both on progress towards securing an anchor tenant for the town centre site, as well as progress with CEDA. The relative benefits of amended proposals within the town centre have been reviewed in some detail and negotiations continue with the full support of the Board.	Yes	Martin Woods	Yes
Yeovil Innovation Centre	<p>The 3 Funding Partners (HCA, SSDC and SCC) are finalising a new Business Plan with a report due to go DX in the next few months.</p> <p>The Business Plan will set out the new governance arrangements going forward.</p>	No	David Julian	No
<b>Area-based Partnerships reporting to Area Committees</b>				
<b>Area West</b>				
The Stop Line Way	Whilst most other sections of the route have been established, there has been very little progress moving the Millfield-Forton Section forward.	Yes	Andrew Gillespie	Yes
Blackdown Hills AONB Partnership	A detailed report was presented to Area West Committee in October 2013 and fully supported by Members, who approved continued participation in this partnership.	Yes	Andrew Gillespie	Yes

Partnership	Comments	Reviewed on register by March 2015?	Lead officer	Signed off by A/D?
<b>Area East</b>				
Cranborne Chase and West Wilts Downs AONB Partnership	The AONB management plan has been adopted by SSDC and the Countryside Service at SSDC continues to pay the Annual £350 contribution for Penselwood Parish area.	Yes	Katy Menday	Yes
Heart of Wessex Rail Partnership	Reports taken to both Area East and South Committees. Funding allocated	Yes	Helen Rutter	Yes
<b>Area North</b>				
Somerset Levels & Moors Local Action for Rural Communities	New funding programme confirmed - £1.4m awarded for 2015-2020	Yes	Charlotte Jones	Yes
<b>Area South</b>				
Yeovil Vision	An update on the work of YV is due to go to ASC in July 2015	Yes	Kim Close	Yes
Heart of Wessex Rail Partnership	See comment above under Area East	Yes	Helen Rutter	Yes