

# BSP BOARD DRAFT PARTNERSHIP AGREEMENT

## *1. Purpose*

The Bucks Strategic Partnership Board will be the overarching partnership of partnerships for Buckinghamshire. Its focus will be on setting strategy and charting the long-term future of the County.

## *2. Terms of Reference*

- To provide a voice to promote Buckinghamshire at regional and national level
- To clarify the strategic issues and priorities for Buckinghamshire and its residents in light of the deliberations of the Conference; to secure a shared strategic view and establish the longer term vision for Buckinghamshire
- To oversee the development of the Buckinghamshire Sustainable Community Strategy and the refresh of the Local Area Agreement, and to influence the operational plans of partners to support the achievement of both
- To receive summary reports on the performance of the LAA and SCS so as to allow it to hold to account the Implementation Group, Thematic partnerships and partner agencies in relation to the delivery of shared objectives.
- To maintain an overview of partnership activity, ensuring that relevant links are made between the District LSPs and other thematic and geographically-based partnerships and that cross cutting issues are reflected in their work,
- To advise Buckinghamshire County Council on the distribution of any centrally pooled Government funding and Reward Grant monies, allocated to the County Council as Accountable Body for the LAA/LPSA
- while recognising organisational autonomy, to encourage partner agencies to deploy resources in the most cost effective way to achieve the LAA outcomes and associated targets.
- To actively discuss and resolve conflicts between priorities, issues and between partners

The Board will not discharge the functions of any of the Partners and nor will the power to do so be delegated.

### 3. Membership

The membership is made up of the main deliverers and commissioners of services in the county, the political leaders of local authorities and representatives of wider stakeholders:

- Leaders of the five local authorities
- Representatives of each of the District LSPs
- Chairmen of Thematic Partnerships
- The Buckinghamshire Association of Local Councils
- Buckinghamshire Primary Care Trust Board representative
- Thames Valley Police Authority representative
- Bucks Fire Authority representative
- A representative of Voluntary Impact
- A representative of Encompass (specialist voluntary and community sector infrastructure)
- A representative of the Business community as a whole, including both large and small businesses
- South East England Development Agency
- Learning + Skills Council

The Chief Executives of the five Councils attend as advisers to the BSP Board. A representative from the Government Office for the South East is invited to attend meetings as an observer.

### 4. Meeting Arrangements

#### *Meeting Frequency*

- The Board will meet every three months. The Chairman shall be responsible for agreeing meeting dates.

#### *Chairmanship*

- A role description will be developed for the Chairmanship, including arrangements for the appointment and term of office.

#### *Papers*

- The draft agenda shall be developed by BSPIG and will normally include a regular report from the Implementation Group, minutes of the Implementation Group and summary performance management information for the outcomes expressed in the SCS
- The Chairman shall be responsible for agreeing meeting agendas and draft minutes for circulation.
- The meeting papers will be published on the Bucks Strategic Partnership website.

#### *Access*

- Members who are unable to attend meetings are able to send named substitutes to represent them.
- Otherwise, the Chairman is responsible for agreeing attendance by any one who is not a member of the Board.

#### *Secretariat Support*

- The County Council shall provide support to the Chairman in setting dates for the meeting, preparing the agenda, and minuting the meeting.

### *Decision Making Processes*

- It is expected that decisions will be reached by consensus.
- It is expected that Members of the Board will have delegated authority from their organisations to take decisions within the terms of reference
- Decisions within the terms of reference will be taken at meetings and will not normally be subject to ratification or a formal decision process by partner organisations (provided that at least 10 days notice of forthcoming decisions had been given)
- Where decisions are not within the delegated authority of the Board members, these will be subject to ratification by constituent bodies.
- No voting arrangements are in place. This will be kept under review.

### **Accountability**

As Accountable Body for the LAA, Buckinghamshire County Council will be responsible for managing negotiation on the LAA with GOSE and Central Government on behalf of the BSP.

As Accountable Body for the countywide Area Based Grant (ABG), Buckinghamshire County Council will be responsible for receiving and accounting for the ABG, acting on the advice of the BSP Board in respect of any partnership funding contained within the ABG.

### **Resolving Disagreement**

The starting point for the Board is one of assumed collaboration. The aim is that issues should be explored through the Thematic Partnerships so that recommendations to the BSP Board are underpinned by a broad consensus amongst partner agencies.

The Chairman of the BSP Board will take a role in resolving conflict. Where the issue cannot be resolved, the Board will establish a separate panel of officers to provide recommendations for resolution (this may be a bespoke group depending on the issue to be resolved) and/or seek independent advice from a 'critical friend' organisation who will respect confidentiality.