

EAST HERTS COUNCIL

CORPORATE BUSINESS SCRUTINY COMMITTEE – 27 NOVEMBER  
2012

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REPORT BY CHIEF EXECUTIVE AND DIRECTOR OF CUSTOMER  
AND COMMUNITY SERVICES

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6. ANNUAL REVIEW OF PARTNERSHIP REGISTER

WARD(S) AFFECTED: ALL

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**Purpose/Summary of Report**

- To provide the results of the annual review of Partnership Registers.

**RECOMMENDATIONS FOR DECISION:** That

(A)	Corporate Business Scrutiny Committee express confidence in the governance arrangements of partnerships and the internal processes relating to the Annual Review of the Partnership Register.
(B)	In future, Corporate Business Scrutiny Committee receives reports only where there has been a significant change to, or addition or deletion of, a key partnership.

1.0 Background

1.1 On 30 November 2010, the Committee considered the Partnership Protocol, which was endorsed as a helpful and appropriate management tool for identifying and managing risks associated with partnership working.

1.2 The Committee also requested an annual review of all partnerships that the Council participates in, using the register within the Protocol (Essential Reference Paper B), with results reported each autumn.

2.0 Report

2.1 Corporate Management Team reviewed and updated the Partnership Register, completing in October 2012.

- 2.2 There have been no changes to the risk or governance arrangements of any existing partnership within the past year. Therefore it has not been necessary to seek additional detail or assurance during this year's review, although it is acknowledged that the Revenues and Benefits shared service has faced difficulties with workload, and IT and the telephone system. Contingency plans of agency staff and off site processing have been implemented.
- 2.3 No new partnerships have commenced and none were terminated.
- 2.4 The updated register is attached at **Essential Reference Paper 'B'**.
- 2.5 Any significant business risks are incorporated into the Strategic risk register. Operational risks are recorded on departmental risk registers. These are discussed at team meetings, and Corporate Management Team, at least four times a year. The Strategic Risk Register is submitted to the Executive and to Audit Committee. (All risks and mitigating actions can be viewed by Members on the Council's performance management software, Covalent).
- 2.6 The shared support services programme with Stevenage Borough Council technically falls outside of the scope of the Protocol. However, as with both the Shared Internal Audit and Revenues and Benefits Services, the principles of the protocol have been applied.
- 3.0 Implications/Consultations
- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

#### Background Papers

Review of partnership register. Corporate Business Scrutiny Committee, 29 November 2011.

Partnership Protocol. Corporate Business Scrutiny Committee, 30 November 2010.

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