

1. Manhood Peninsula Partnership
Completed by ; Jane Cunningham
Partnership Description; what is the partnership's vision, and overall aims?
<p>The MPP was formed over 14 years ago as a standing forum for local strategic issues. This multi-agency and community group has initiated and facilitated many initiatives in recent years by attracting funding to the area from the EU, DEFRA, RSPB and other sources. These include: land drainage studies, Medmerry coastal realignment, a Destination Management Plan and various tourism and economic initiatives in line with the Integrated Coastal Zone Management strategy. The MPP has achieved national and international recognition.</p> <p>Its aims are to raise the profile of environmental, social and economic challenges facing the Peninsula, seeking solutions by collaborative working and undertaking key projects to promote inter-sectoral integration through improved understanding between stakeholders.</p> <p>The Partnership is the ideal way for CDC to act as an exemplar for localism and community engagement. The MPP Project Officer post is employed by CDC on a part time basis, and receives contributions from the parishes to supplement employment costs.</p> <p>The Partnership reinforces the District Council commitment to coastal adaptation and the protection of the Peninsula's special environment to enhance community viability and the economy. It also provides a ready source of local knowledge on surface water and environmental management at strategic levels that would be difficult to source otherwise.</p>
Planned Outcomes for the financial year ahead 2019/2020
<p>East Wittering & Bracklesham Vision Project The new EW&B Vision aims to re-imagine what the town could be, and what role it will take in the future. There is a desire to make a clear case for EW&B as a town for the future, a town with a future. The lessons learned from creating the Selsey Vision will be implemented in producing a Vision for EW&B. The process will begin in June 2019 and is expected to continue until May/June 2020.</p> <p>'Seas the Day' Following a bid submitted by the MPP Project Officer a project about the Selsey fishing industry called 'Seas the Day' has been awarded full funding of just under £36k by the Heritage Lottery Fund. The project will help deliver aims on the economy and East Beach from the new Selsey Vision, and complements recommendations from the Marshall Regen report on the socio economic aspects of Selsey Haven. The HLF grant is being managed and delivered by the MPP Project Officer and administered by Selsey Town Council. The final report to the Lottery Fund is due in June 2020.</p> <p>Selsey Vision 'Head' Projects The new Selsey Vision aims to re-imagine what the town could be, and what role it will take in the future. There is a desire to make a clear case for Selsey as a town for the future, a town with a future.</p> <p>There are three project groups, Engagement (public participation in the vision process for the yearlong engagement project), Head (East Beach, economy including the fishery, tourism and transport) and Heart (health and wellbeing, community and environment, youth and culture)</p> <p>The MPP Project Officer leads on the 'Head' projects and actively supports the Engagement group. The Vision process has lasted from April 2018 – March 2019, and further work will</p>

progress projects informed by the Selsey Vision.

Peninsula Surface Water Issues and Solutions Group (SWISh)

The SWISh group is a sub-group of the existing Manhood Peninsula Partnership (MPP). Southern Water, Environment Agency, Local Flood Action Groups and flood/drainage engineers from WSCC and CDC are members. SWISh complements the CDC led strategic group, Manhood Peninsula Drainage Partnership.

The group was set up to deliver practical elements of the Manhood Peninsula Surface Water Management Plan 2015. The aims for 2019/20 are to develop a national pilot for surface water management in lowland areas, and a peninsula wide development of the scheme in the form of a Local Management Pack.

Green Links Across the Manhood (GLAM)

Development of green links to support sustainable transport accessing key conurbations and other areas of the Manhood e.g. tourist attractions such as the harbours, thereby reducing congestion, offering tourist opportunities and improve travel times.

Standing Conference

Ensure sustainable development of the peninsula for the benefit of future generations and consider long-term issues through improved coordination, communication and understanding between those involved in the Manhood Peninsula and by providing a platform for dialogue between the agencies and local communities enabling integration of strategic issues as per the MPP Terms of Reference.

What Chichester District Council resources are in the partnership?

The District Council part-funds the part-time MPP Project Officer. The Project Officer is leading the HLF funded project Seas the Day and the Selsey Vision 'Head' group that concentrates activities on East Beach, the Selsey fishery and the economy. It includes the Chairs of Selsey Town Council and the Selsey Business Partnership. The Project Officer also coordinates and administers the other MPP planned objectives outlined above.

What resources do other partners place in the partnership?

The MPP's other funding partners are the peninsula parishes via the Parish Precept. For 2018/19 this was £7,391.

What are the partnerships lines of accountability? E.g how is the partnership monitored

The MPP Project Officer currently reports to the Divisional Manager of Place in Growth & Place. She maintains links with Environment to facilitate work on the coast, in the East Beach area of Selsey and elsewhere on the peninsula.

Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?

Yes – these Terms of Reference were set at the outset for the partnership and were reviewed in October 2016. The Terms of Reference are currently under review and will be finalised in Sept 2019.

When was the partnership last <i>independently</i> reviewed? Who carried out the review? and what recommendations were there?
The partnership has not been officially reviewed by an independent body. The partnership is considered annually by its partners including Chichester District Council. As the partnership is comprised of a wide variety of local, regional and national organisations, review by another body has not been considered a priority.
Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment
No, this has not been considered a priority but this is something that will be considered.
Has a financial agreement between partners been prepared and signed?
No. No other bodies fund the partnership other than CDC and the parishes. When the Environment Agency was a funding partner there was an annual signed agreement but this has now ceased.
Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?
Commitments – redundancy payment for the MPP Project Officer – should that be required.
Membership Includes
<ul style="list-style-type: none"> • Chichester District Council (including MPP Secretariat) • Chichester Harbour Conservancy • East Wittering & Bracklesham Parish Council • Environment Agency • Manhood Wildlife & Heritage Group • Marine Management Organisation (MMO) • National Trust • Natural England • Peninsula Community Forum • Royal Society for the Protection of Birds • Selsey Town Council • Sussex Association of Local Councils • West Sussex County Council

2. Chichester In Partnership
Completed by ; Amy Loaring, Community Projects & Partnerships Manager
Partnership Description; what is the partnership's vision, and overall aims?
<p>CIP is an umbrella body, which brings together a wide range of organisations from the public, private, voluntary and community sectors within the district. Its original remit is to develop and deliver a Sustainable Community Strategy for the district.</p> <ul style="list-style-type: none"> • Development & Delivery of the Sustainable Community Strategy for Chichester District. • Being a network for local organisations. • Dissemination of information to partners to enable better-coordinated working. • The coordination, support and championing of local partnerships. • Developing projects across the partnerships to provide multi agency solutions to local issues. • Engaging elected members in partnership working. • Coordination of local community engagement. <p>Priorities for the partnerships are as follows:</p> <ul style="list-style-type: none"> • Reducing Worklessness, • Tackling Financial Exclusion • Targeted support for communities in need • Dementia Friendly Chichester • Family Intervention.(Think Family) • Helping those with Low level mental health needs • Coordinating youth services
Planned Outcomes for the financial year ahead 2019/2020
<ul style="list-style-type: none"> • Continuation of Choosework model focus on ESA clients, pre-assessment ESA clients and IS clients as well as JSA clients, which have additional health issues • Engage and encourage Core group partner organisations to sign up to a local Mental Health pledge. • To continue to support the social prescribing project in any way the partnership can. • Chichester in Partnership will set up a web based social platform for partner organisations (such as parish councils, community groups) to share problems, ideas, solutions and to regularly communicate to each other • To develop the "Safe Place " project in Chichester City in Partnership with WSCC • To deliver a range of interventions in all areas of Chichester district identified as being in priority need. • Research and develop a project to address social isolation in the district • In partnership with Chichester cathedral deliver a project that supports young carers with life skills
What Chichester District Council resources are in the partnership?
<p>70% of Partnerships officer time Desk space and management time of Work experience officers £30,000 invested into the ChooseWork project £10,000 to support project work</p>
What resources do other partners place in the partnership?
<ul style="list-style-type: none"> • Senior officer time from partner organisations For core group meetings. • Chichester cathedral are resourcing an officer to deliver the young carers project. • West Sussex officers are leading on the "Safe Place" project • GP's have invested in the Social prescribing project (this is now a separate partnership)

that reports to CIP)
What are the partnerships lines of accountability? E.g how is the partnership monitored
CDC overview and scrutiny committee Wider LSP (AGM)
Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?
Yes. They were reviewed in 2017
When was the partnership last <i>independently</i> reviewed? Who carried out the review? and what recommendations were there?
It was reviewed in partnership with partner organisations in 2015. It was suggested we extend the core group membership, which has happened. And the Sustainable Community Strategy was rewritten so that it was fit for purpose.
Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment
Yes
Has a financial agreement between partners been prepared and signed?
Part of the terms of reference. If there is finance involved with a certain project then an agreement will be made within that project.
Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?
Part of the terms of reference. The partnership is led by Chichester District Council, potentially no partnership will exist without CDC's involvement. There would be commitment to continue involvement in any related projects.
Membership Includes
CDC, WSCC, Sussex Police, Chichester LCNs, DWP, CAB, WSFRS, VAAC, Chichester Cathedral, Chichester College, University of Chichester, SDNPA, Chichester Festival Theatre, Richmond Fellowship, MIND, Age UK, Health Watch, Chichester City Council, West Sussex Public Health.

Partnership- Risk and Benefit Assessment

Name of Partnership	Chichester in Partnership
Completed by	Amy Loaring

Risks	Risk¹ (high/med/low)	Steps taken to reduce risk	Contingency Plans
Failure to secure Funding	Medium	The partnership managers post is mainstreamed in CDC's budget. Project work to be sourced from partners or grants	Partnership manager trained in how to do funding bids. If bids are not successful projects may not happen. But partnership can continue without funding.
Lack of partner interest	Low	Each partner has interest in maintaining successful performance. Partners have input into agendas, priorities and projects.	Engage with partners independently if still not interested look to close down partnership
Conflicts of Interest	Medium	Issues have arisen that could present a conflict of interests. Agendas are agreed by partners. Within terms of reference there are rules about behaviour	
Duplication of work	Low	One of the main remits of the partnership is to reduce duplication of work. Regular partner meetings means the partnership has helped with reducing duplication of work .	
Loss of key staff e.g. Partnerships Manager	Medium	Other managers attending meeting to ensure they have understanding of work.	Communities team would look to deliver a limited partnerships offer until manager returns/ replacement found
Partial or full break-up of partnership	Low	The partnership is long established and while it delivers on projects a break-up of the partnership is unlikely. Expense	Community Projects and Partnerships manager would look to deliver community projects via alternative means

¹ Levels of Risk: **High**- Likely to cause significant disruption to schedule, cost and performance of partnership. Probability of occurrence is more than 50%

Medium – Has potential to cause some disruption, however potential problems may be overcome. Probability of occurrence is 20-50%

Low – has little potential to cause problems to partnership. Normal effort by the partnership will overcome the problem. Probability of occurrence less than 20%

3. Chichester Community Safety Partnership
Completed by ; Amy Loaring, Community Projects & Partnerships Manager
Partnership Description; what is the partnership's vision, and overall aims?
A statutory requirement under the Crime and Disorder Act 1998 to form a strategic Partnership that brings together partners to have a coherent approach to community safety.
Planned Outcomes for the financial year ahead 2019/2020
<p>The joint meetings with the Neighbouring CSP in Arun have continued, they have agreed that in order to develop more joint working and reduce duplication that we will have 2 joint meetings of the CSPs a year. The joint priorities are:</p> <ul style="list-style-type: none"> • Child Sex Exploitation • Serious Organised Crime • Mental Health services • Street Community <p>Priorities for the CSP in 2019/20 are:</p> <ul style="list-style-type: none"> • Educate young people about healthy relationships to reduce the number of young people being a victim of Domestic Abuse. • To support the further development and delivery of early intervention to families identified by IPEH. • Increase the resilience and confidence of the Communities in the identified areas to support sustained change in families worked with by IPEH • Reduction in crime and ASB reported in the identified areas. Increased confidence and facilities as measured by the community development assessment tool. • Raise awareness around human trafficking and child sexual exploitation. Fulfil our statutory duty to inform the Home office of any suspected victims of modern slavery. • Monitor and reduce the impact of emerging community tensions including unauthorised encampments, Support WSCC PREVENT agenda • Reduce the numbers of victims of scams and other online crimes • Reduce the numbers of killed and seriously injured on our roads • Reduction in older drivers over 60 involved in accidents • Reduction of the number of pedal cyclists killed or injured on our roads <p>Reduction in collisions relating to speeding drivers</p>
What Chichester District Council resources are in the partnership?
90 hours officer time
What resources do other partners place in the partnership?
<p>£42,295 – police crime commissioner</p> <p>Officer time from other organisations</p> <p>In kind support for projects</p>
What are the partnerships lines of accountability? E.g how is the partnership monitored
<p>CDC overview and scrutiny committee</p> <p>Chichester in Partnership</p>
Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?
Yes. They were reviewed in 2017

When was the partnership last <i>independently</i> reviewed? Who carried out the review? and what recommendations were there?
Reviewed by the Sussex Police And Crime Commissioner last year. She recommended that the chair be circulated around the partners. Our CSP has agreed that the chair remain with the council as this gives continuity and consistency
Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment
Yes
Has a financial agreement between partners been prepared and signed?
Part of the terms of reference. If there is finance involved with a certain project then an agreement will be made within that project.
Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?
The partnership is statutory for us and the partners therefore there is no need for an exit strategy
Membership Includes
CDC, WSCC, Sussex Police, WSFRS, Sussex Police and Crime Commissioners office, Neighbourhood Watch, Crime Stoppers, Probation service, Change Grow Live.

Partnership- Risk and Benefit Assessment

Name of Partnership	Chichester Community Safety Partnership
Completed by	Amy Loaring

Risks	Risk ² (high/med/low)	Steps taken to reduce risk	Contingency Plans
Funding reduced by the Sussex Police and Crime Commissioner	Medium	The SPCC consult with CSP about funding and we will put a business case forward to continue the funding	Budgets can be adjusted to fit with decisions on funding. A contingency fund is also in place.
Lack of partner interest	Low	Each partner has a statutory duty to attend meetings and	Partners to be chased for attendance

² Levels of Risk: **High**- Likely to cause significant disruption to schedule, cost and performance of partnership. Probability of occurrence is more than 50%

Medium – Has potential to cause some disruption, however potential problems may be overcome. Probability of occurrence is 20-50%

Low – has little potential to cause problems to partnership. Normal effort by the partnership will overcome the problem. Probability of occurrence less than 20%

		in maintaining successful performance. Partners have input into agendas, priorities and projects.	
Conflicts of Interest	Medium	Issues have arisen that could present a conflict of interests. Agendas are agreed by partners. Within terms of reference there are rules about behaviour	
Duplication of work	Low	One of the main remits of the partnership is to reduce duplication of work. Regular partner meetings means the partnership has helped with reducing duplication of work .	
Change of Legislation	Low	The partnership is long established and while it delivers on projects a break-up of the partnership is unlikely. Expense	Community Projects and Partnerships manager would look to deliver community projects via alternative means

Risks	Significance (high/med/low)	Steps taken to reduce risk	Contingency Plans
Loss of key staff e.g. Partnerships Manager	Medium	Other managers attending meeting to ensure they have understanding of work.	Communities team would look to deliver a limited partnerships offer until manager returns/ replacement found

4. Sussex air quality partnership [Sussex-air]
Completed by ; Simon Ballard, Environmental Protection Manager
Partnership Description; what is the partnership's vision, and overall aims?
Sussex Air was set up in 2000, comprises of officers from all the Local Authorities in Sussex (East and West) including Brighton and Hove and WSCC and ESCC. The partnership has a set of terms of reference but is not a formally constituted body only existing as a budget code at ESCC. The partnership meets four times per year, works to an agreed agenda and is currently chaired by Adur and Worthing District Council. All partners currently pay an annual subscription of £4,500 to Sussex Air, which is used to pay for the services set out below.
Planned Outcomes for the financial year ahead 2019/2020
See business plan attached:
What Chichester District Council resources are in the partnership? (include money, officer time and assets)
£4500/annum subscription. I attend meetings on approximately four occasions per annum.
What resources do other partners place in the partnership?
All LA's in East and West Sussex pay £4500/annum subscription and send one officer to each of the five yearly meetings.
What are the partnerships lines of accountability? E.g how is the partnership monitored
The partnership produces an annual business plan and an annual report of its activities and outcomes. These are reported at the group's meetings and called for scrutiny at by Sussex Chief Environmental Health Officers (SCEHO) meeting annually. The SCEHO appoints a representative of their group to attend the Sussex-air meetings. All meetings of Sussex-air are minuted.
Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?
The Terms of Reference were reviewed in 2018
When was the partnership last <i>independently</i> reviewed? Who carried out the review? And what recommendations were there?
The partnership reports annually to CDCs partnership review and last did so in 2018. No recommendations were forthcoming.
Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment (note: you should be using the CDC risk matrix for this, available on the intranet)
No. The group facilitates the sharing of knowledge and best practice. The data management contract let by the group for the management of air quality monitoring data allows access to the contracted provider at a more competitive rate than otherwise would be the case. The group was awarded £100K of DEFRA air quality grant last year of which CDC will be a partial beneficiary.
Has a financial agreement between partners been prepared and signed?
Yes
Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?

CDC pays an annual subscription to the group of £4500. There is no formal or contractual obligation to this 'commitment' and CDC or any member authority could withdraw. Contracts let by the group (notably the data management contract for air quality monitoring stations) have yearly break clauses. The group currently exists as a budget code at East Sussex County Council who bear any related risk.

Membership

Adur District Council	Lewes District Council
Arun District Council	Mid Sussex District Council
Brighton and Hove City Council	Rother District Council
Chichester District Council	Wealden District Council
Crawley Borough Council	East Sussex County Council
Eastbourne Borough Council	West Sussex County Council
Hastings Borough Council	Worthing District Council
Horsham District Council	

The group has a link to the Environment Agency but they do not belong to the group (or pay the annual subscription). The group has links to King's College London's, Environmental Research Group and the University of Brighton, the former via a contract for the management of air quality monitoring data and the management and running of the Air-Alert pollution prediction service and Cold-Alert services (cold prediction service).

5. West Sussex Waste Partnership
Completed by: Amie Huggett
Partnership Description; what is the partnership's vision, and overall aims?
<p>The partnership is delivered through two inter-related groups; the Member led Inter-Authority Waste Group (IAWG) and the Strategic Waste Officers Group (SWOG). The West Sussex Waste Partnership (WSWP) works together to reduce waste and to maximise reuse, recovery and recycling. The WSWP is striving towards a zero waste economy, where all materials have a purpose and avoid disposal of any kind.</p> <p>The partnership provides a platform for collaborative working between the 7 District and Boroughs in West Sussex and the County Council who have responsibility for waste management.</p>
Planned Outcomes for the financial year ahead 2019/2020
<p>The WSWP will continue to focus on initiatives to increase the level of recycling in West Sussex to achieve the statutory recycling target of 50% by 2020, minimise waste and reduce the overall system cost of waste collection and disposal.</p> <p>The WSWP will consider and implement all possible measures, within its financial constraints, to reduce the amount of residual waste produced across the County through communication and co-operation with residents and businesses.</p> <p>In 2018, the WSWP commissioned consultants to undertake a waste analysis focusing on the composition of residual waste kerbside collections. Key recommendations from the analysis include maintaining education on target recyclables and to focus communications on food waste prevention owing to approximately 32% of residual waste being food waste.</p> <p>In addition to general food waste communications, the WSWP are currently considering the feasibility of introducing separate weekly food waste and absorbent hygiene products collections. This is following a study commissioned by West Sussex County Council (WSCC) in 2017/18 that sought to understand the implications for each partner authority and the partnership overall. WSCC are currently seeking partners to volunteer to undertake a food waste collection trial (possible trial start date is spring 2020) to determine whether a further roll out is feasible. CDC has not committed to the trial at this stage and a report will be taken to Cabinet later this year outlining recommendations from the Waste and Recycling Panel on CDC's way forward.</p> <p>In February DEFRA issued a series of consultations in respect of the future UK Waste Strategy. The consultations included areas such as (but not limited to) mandatory food waste collections, increased ownership and responsibility of material producers for the life of their products, deposit return schemes for containers and how waste collections can be more consistent across the nation. The WSWP worked together to submit a consistent response to these which was submitted on 13th May. The results and hopefully Government future intentions will not be known for a number of months but will undoubtedly involve significant changes for the UK waste industry as a whole. The WSWP will play a key role in responding to the future changes.</p>
What Chichester District Council resources are in the partnership? (include money, officer time and assets)
<p>IAWG (meetings held quarterly)</p> <ul style="list-style-type: none"> • Cabinet Member for Environment and Chichester Contract Services (CCS). Attendance at meeting and feedback to CDC Waste and Recycling Panel. • Director of Corporate Services. Attendance at meetings plus Member support. • Divisional Manager CCS - Attendance at meetings plus Member support.

SWOG (meetings held monthly with additional meetings as required).

- Divisional Manager CCS. Current chair and direct representative to IAWG.
- CCS Business Manager. Attendance at meetings as required plus project delivery.

Communications Group (sub group of SWOG) (meetings held monthly)

- Recycling Projects Officer. Attendance at meetings plus project delivery.

For financial resource please see section below relating to Financial Agreements.

What resources do other partners place in the partnership?

As above – Officers and Members.

What are the partnerships lines of accountability? E.g how is the partnership monitored

- IAWG – reports to Leaders' Board once a year or more frequently as required.
- SWOG – reports to IAWG but lines of accountability to Environment Directors' Oversight Group which is comprised of the relevant Director for each partner plus Chair of SWOG and meets at least twice a year.
- Communications Group – reports to SWOG. Updates are provided at each meeting.

Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?

Yes – Memorandum of Understanding (MoU). Reviewed in 2016 and further updates to governance arrangements made in 2018.

When was the partnership last *independently* reviewed? Who carried out the review? And what recommendations were there?

Partnership last independently reviewed by CDC's Corporate Management Team and Cabinet in 2012/13 as part of the process for prioritising future partnerships. The overall finding was that the existing model was considered an excellent example of co-operative working. In addition, various options for joint working were considered in 2013 but not pursued.

Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment (note: you should be using the CDC risk matrix for this, available on the intranet)

Partnership Risk Assessment Form attached. By actively participating in this partnership the Council can ensure that Chichester District concerns and needs are properly considered on all waste related matters. A risk assessment is completed for each partnership project as it is developed and delivered.

Has a financial agreement between partners been prepared and signed?

Yes – the MoU makes provision for all waste collected to be delivered to the WSCC disposal facilities. In return, WSCC make a payment to the waste collection authorities based on an agreed recycling support payment mechanism. In 2018, WSCC announced that they would be withdrawing from this locally agreed support payment mechanism and adopt a default calculation for the year 01 April 2019 to March 2020 as well as rescind the MoU schedule that details the financial relationship of the partnership. The effect on Chichester DC income is a loss of £86,000 per annum. Whilst WSCC stated they were willing to agree a revised calculation going forward; this has not progressed. Districts and Boroughs have instead been advised by WSCC that in the light of WSCC funding pressures, options to further reduce the recycling incentive payment will be considered by WSCC Cabinet as part of their budget preparation for 2020/21 and is likely to further reduce going forward.

Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?
No exit strategy in place as the partnership effectively defines the working relationship between CDC as the Waste Collection Authority and WSCC the Waste Disposal Authority which is bound by legislation.
Membership includes
<ul style="list-style-type: none"> • West Sussex County Council • Horsham District Council • Adur and Worthing Council • Crawley Borough Council • Chichester District Council • Mid Sussex District Council

Partnership- Risk and Benefit Assessment

A risk assessment has to be completed before the formation/ joining of a partnership. It is the responsibility of the Head of Service to ensure that a risk assessment is completed. It is recommended that the partnership risk assessments are reviewed on an annual basis as risks can change. Please send a completed copy of this form along with the Partnership registry form to the Corporate Policy unit.

Name of Partnership	West Sussex Waste Partnership
Completed by	Bob Riley

Risks	Risk ³ (high/med/low)	Steps taken to reduce risk	Contingency Plans
Failure to secure Funding	Low	Partnership funding is based upon existing partner budgets and is not reliant on external funding sources. Some external funding may be sought for specific projects but these will only progress if funding is secured or allocated from existing budgets. Partnership has Memorandum of Understanding (MOU) setting out partner responsibilities, backed by a financial agreement between the LA's.	
Refusal of necessary	Low	Infrastructure and site	

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Low – has little potential to cause problems to partnership. Normal effort by the partnership will overcome the problem. Probability of occurrence less than 20%

permissions		specific facility permissions have been secured. Partnership organisational structure has established lines of communication, delegation and authority, backed by individual authority decision making process.	
Failure to make the partnership sustainable	Low	Partnership is long established with each partner aware of need and interest in securing on-going successful operations and services. MOU in place and newly agreed financial agreement between LA's has equitable basis for payments and income share.	
Lack of partner interest	Low	Each partner has interest in maintaining successful services performance. It is possible that one or more LA's may shift priorities over time to other services.	
Conflicts of Interest	Low	Whilst each partner may have discrete focus and priorities all recognise the mutual benefits of successful partnership operations and services.	
Duplication of work	Low	The partnership has pooled and shared resources on a wide range of matters to achieve economies and consistency in approach. These have enabled CDC to reduce resources and avoid duplication.	
No exit strategy from the partnership	Low	The long term contracts that have been put in place together with the shared use of major operational facilities means that the partnership is likely to remain secure for the foreseeable future.	
Partial or full break-up of partnership	Low	The partnership is long established. Due to the contracts in place, the provision and use of vital operational facilities, and the	

		<p>financial agreement between the local authorities, a break-up of the partnership is unlikely. Each district and borough requires the use of the recycling processing and waste handling and disposal facilities that have been provided through the partnership. Cost effective alternatives are unlikely to be available. In addition WSCC have legal powers to direct district and borough authorities to use specific sites that have been provided.</p>	
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6. THE WEST SUSSEX AND GREATER BRIGHTON STRATEGIC PLANNING BOARD
Completed by ; Tim Guymer
Partnership Description; what is the partnership's vision, and overall aims?
<p>Local authorities are required by law through the Duty to Co-operate to '<i>engage constructively, actively and on an ongoing basis</i>' on planning matters that impact on more than one local planning area.</p> <p>The West Sussex and Greater Brighton Strategic Planning Board is a grouping of local planning authorities responsible for identifying cross boundary strategic planning issues and agreeing how these should be prioritised and managed.</p>
Planned Outcomes for the financial year ahead 2019/2020
<p>Overall programme to deliver Local Strategic Statement 3 (the third such joint strategic planning strategy agreed and published. Preparation of evidence to inform the planning of the production of the document also to be substantially finalised.</p> <p>When complete, LSS3 will identify the longer term development needs of the coastal West Sussex & Greater Brighton area through to 2050, identify a strategy to meet this need and represent the mechanism within which to deal with cross-border strategic planning matters.</p>
What Chichester District Council resources are in the partnership? (include money, officer time and assets)
Officer and member time to attend Board (and officer group) meetings. Officer time to contribute to the work of the Board, in particular the preparation of the evidence base for LSS3.
What resources do other partners place in the partnership?
The other constituent local planning authorities all agree to commit similar resources to the work of the Board.
What are the partnerships lines of accountability? E.g how is the partnership monitored
The Board is an advisory body and so decisions on taking forward its work programme remain the responsibility of the individual local authorities.
Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?
The Board operates on the basis of a memorandum of understanding agreed by the constituent authorities.
When was the partnership last <i>independently</i> reviewed? Who carried out the review? And what recommendations were there?
The work of the project board has not been independently reviewed. However, it is subject to the scrutiny of the constituent authorities and is currently reviewing its processes and lines of reporting prior to the detailed preparation of LSS3.
Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment (note: you should be using the CDC risk matrix for this, available on the intranet)
No. In broad terms, the risk of failing to collectively agree on an approach to determine the amount and distribution of proposed development and infrastructure to facilitate it would compromise the strategic planning of the wider area, including efforts to secure necessary infrastructure and adopt the Local Plan Review.
Has a financial agreement between partners been prepared and signed?

The future funding of the works of the Board, other than officer/member time, is reliant on the pooling of additional business rates which has been agreed by West Sussex leaders.
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Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?
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No.

7. SOLENT RECREATION MITIGATION PARTNERSHIP
Completed by ; Mike Allgrove
Partnership Description; what is the partnership's vision, and overall aims?
<p>The Solent is internationally important for its wildlife interest and there are various protective designations including three Special Protection Areas (SPAs). A substantial amount of house building is planned around the Solent and this could have potential impacts on the SPAs. One of which is increased recreational activity at the coast resulting from population increases associated with the new homes. Such disturbance reduces the birds' opportunities to feed, potentially resulting in a reduction in the bird population. In order to comply with the Habitat Regulations and ensure that potential harm to the integrity of the protected habitats is mitigated, Chichester District Council has entered in to a partnership with the other local planning authorities around the Solent to deliver a strategic mitigation package.</p>
Planned Outcomes for the financial year ahead 2018/2019
<p>Residential development can continue to be granted planning permission and comply with the Habitat Regulations.</p> <p>From 1st April 2019, payments for planning applications will be in the form of a sliding scale of contributions which will be increased in line the RPI annually:</p> <p>1 bedroom dwelling - £346 2 bedroom dwelling - £500 3 bedroom dwelling - £653 4 bedroom dwelling - £768 5+ bedroom dwelling - £902</p>
What Chichester District Council resources are in the partnership?
Officer time to attend officer steering group, sub-groups and project board meetings.
What resources do other partners place in the partnership?
The other constituent local planning authorities all agree to commit similar resources to the work of the Partnership.
What are the partnerships lines of accountability? E.g how is the partnership monitored
<ul style="list-style-type: none"> • Planning Policy Manager to attend Solent Recreation Mitigation Partnership Project Board. • The Cabinet Member for Planning Services and Chief Executive (or their nominated substitutes) represent CDC at the PUSH Joint Committee. • Cabinet approves the Authority's Monitoring Report each year which will report on this issue. Any changes to policy will be considered by Cabinet and Council.
Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?
Yes, as of 5 November 2014.

When was the partnership last <i>independently</i> reviewed? Who carried out the review? and what recommendations were there?
There has been no independent review of the partnership.
Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment
No. There is a risk of challenge through appeals and lack of Inspector support, and a risk that harm to protected sites may still occur if mitigation is insufficient.
Has a financial agreement between partners been prepared and signed?
The funds collected from developers are held by Fareham Borough Council, but there is no financial agreement between partners. However, the S106 agreements used to secure the funding which stipulate that the money must be spent in this strategic scheme of mitigation.
Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?
No.
Membership includes
<ul style="list-style-type: none"> • Chichester District Council • East Hampshire District Council • Eastleigh Borough Council • Fareham Borough Council • Gosport Borough Council • Hampshire County Council • Havant Borough Council • Isle of Wight Council • New Forest District Council • New Forest National Park Authority • Portsmouth City Council • Southampton City Council • South Downs National Park Authority • Test Valley Borough Council • Winchester City Council • Natural England • Royal Society for the Protection of Birds • Hampshire and Isle of Wight Wildlife Trust • Chichester Harbour Conservancy.

8. Coastal West Sussex Partnership
Completed by ; Melanie Burgoyne
Partnership Description; what is the partnership's vision, and overall aims?
Coastal West Sussex is a public/private sector partnership that have joined together to champion the sustainable development of the coastal communities. Putting people and business at the heart of regeneration and working across traditional boundaries the partnership is forming the foundations for investment and growth. In particular it is a key partner in designing and contributing to our Local Enterprise Partnership's Strategic Economic Plan, managing the CWS and Greater Brighton Strategic Planning Board and for initiating and assisting the delivery of collaborative projects in the CWS area
Planned Outcomes for the financial year ahead 2019/2020
<p>The Board will use its collaborative strength to influence, lobby and coordinate partners to:</p> <ul style="list-style-type: none"> • Assist key projects to secure funding • Understand and strengthen business supply chains and networks • Seek opportunities to match skills to business needs • Promote the CWS area, and work with Coast to Capital to: <ol style="list-style-type: none"> 1. Secure investment to develop commercial property and support the regeneration of town centres 2. Improve transport and communications infrastructure • Improve Coastal West Sussex's attractiveness to investors • Development of the Visitor Economy • Delivery of the All Aboard Watersports project to promote watersports across the area and to provide support to watersports businesses • Delivery of the Full STEaM Ahead project: £418,000 funding has been secured for the county wide project. • Gatwick Gateway - working with Gatwick Airport to make the most of the opportunities to support the visitor economy across Sussex, Surrey and Kent and encourage international visitors to discover what's on Gatwick's doorstep
What Chichester District Council resources are in the partnership? (include money, officer time and assets)
<p>£10,000 a year. 8 days of senior officer time</p>
What resources do other partners place in the partnership?
<p>£60,000 in total from the other coastal authorities and WSCC Officer time from other partner organisations Part-time director ad hoc administrative support when it can be found</p> <p>Adur&Worthing are the accountable body</p>
What are the partnerships lines of accountability? E.g how is the partnership monitored
Officers on the partnership reports to steering group including politicians and Chief executives
Are there agreed terms of reference in place for the partnership? When were the terms last

reviewed?
Yes. Do not know this partnership is not led by us.
When was the partnership last <i>independently</i> reviewed? Who carried out the review? And what recommendations were there?
2012 Catriona Riddell Associates
Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment (note: you should be using the CDC risk matrix for this, available on the intranet)
Not completed as yet as need to liaise with the Partnership Director, Caroline Wood on this Minimum of risk to Chichester District Council as we are not lead partner Risk of missing out on opportunities that benefit the district if we are not involved
Has a financial agreement between partners been prepared and signed?
Yes
Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?
No

9. Chichester Social Prescribing
Completed by ; Elaine Thomas
Partnership Description; what is the partnership's vision, and overall aims?
The Social Prescribing partnership vision is to deliver a service which aims to get people back to independence and reduce reliance on health care
Planned Outcomes for the financial year ahead 2019/20
<p>There are a number of planned outcomes for the project lifespan see below;</p> <ol style="list-style-type: none"> 1. Reduced demand on GP appointments (including phone calls and other recorded activity) in the project population 2. Where demand from a patient does not <i>reduce</i>; the activity changes (ie: person seeks help for 'real' medical issue for example from asking for pain killers to talking about mental health therapies) 3. Reduction in use of some types of medication – for example those prescribed for the side effects of poor self-care and pain medication (due to increased control, increased wellbeing and self-management of condition) 4. GPs perceive an impact on their work – are they seeing less of the '70% patients' or are they seeing a difference in the service they provide to this group. 5. GPs perceive positive impact of the service on their patients 6. People feel that there has been a change to their lives (in their health and wellbeing) 7. People feel empowered to deal with a similar problem again 8. At least one in three patients offered the service take it up in the first year of the service 9. We will identify gaps in service provision and act on them (i.e. where we cannot provide help for a problem that keeps coming up) 10. All GPs in participating surgeries will offer the service to appropriate patients in and refer where consent given 11. We will record the services the people are being referred into through the programme to gain commissioning intelligence
What Chichester District Council resources are in the partnership?
<p>CDC has committed £57,000 per year for 2018/19 and 2019/20</p> <p>Officer time in planning and managing the service / staff, ongoing evaluation and service design</p> <p>Officer time in supporting / identifying VCS orgs</p>
What resources do other partners place in the partnership?

<p>Funding as follows GPs £43,000 per year Clarions Housing £10,000 per year A2 Dominion £5,000 2018/19 Midhurst league of friends £32,000 Chichester City Council £2,500 WSCC £2,000</p> <p>In kind support GP lead for Rural North Chichester GP lead for Chichester All GP practices room space to host staff WSCC community partnerships team support with VCS orgs WSCC PH support with evaluation tools Coastal WSX CCG support to access IT systems</p>
<p>What are the partnerships lines of accountability? E.g how is the partnership monitored</p> <p>The partnership has a project steering group which will meet quarterly to review progress.</p> <p>For CDC the partnership sits within the umbrella of Chichester in Partnership and will be monitored by Overview and Scrutiny Committee.</p> <p>It also sits within Local Community Network which reports to Coastal West Sussex Clinical Commissioning Group</p>
<p>Are there agreed terms of reference in place for the partnership? When were the terms last reviewed?</p> <p>Yes. Too early to review.</p>
<p>When was the partnership last <i>independently</i> reviewed? Who carried out the review? and what recommendations were there?</p> <p>The partnership has been in place for 1 year and has not been independently reviewed</p>
<p>Have you completed a Risk Assessment of the partnership? Y/N Please attach your most recent risk assessment</p> <p>No – to be completed</p>
<p>Has a financial agreement between partners been prepared and signed?</p> <p>No - to be completed</p>
<p>Has an exit strategy for CDC been put in place? Are there any potential commitments arising from the exit strategy?</p> <p>The partnership is dependent on continued funding being available at the end of the two year pilot period. If no funding is available the partnership will cease.</p>