

Partnership Agreement

Sept 2009

<p>1.Name of Partnership</p>	<p>Gloucestershire Environment Partnership (GEP)</p>
<p>2.Type of partnership</p>	<p>Unincorporated</p>
<p>3. Vision</p>	<p>The GEP aims to play a key role in working in partnership to promote statutory organisations, businesses and community organisations to develop a more sustainable and resilient Gloucestershire in order to achieve:</p> <ul style="list-style-type: none"> • More resilient homes • More resilient communities • More resilient environment
<p>4. Aims / objectives of the Partnership</p> <p>(Explain in a few sentences what the partnership broadly exists to achieve)</p>	<p>Main Purpose</p> <p>GEP provides strategic leadership on environment issues across the County, and leads the Natural and Built Environment theme within the Gloucestershire Local Area Agreement.</p> <p>Gloucestershire is facing a number of environmental challenges, especially climate change. GEP champions Gloucestershire's response to climate change.</p> <p>GEP Priority areas of action</p> <ul style="list-style-type: none"> • Mitigation and adaptation to climate change • Fuel poverty, transport and waste • Focus on activities that Gloucestershire Conference members can influence to reduce the per capita CO2 emissions <p>In particular, GEP aims to fulfil the following role within Gloucestershire:</p> <ul style="list-style-type: none"> • Provide strategic leadership to promote a sustainable Gloucestershire. • Manage delivery; provide financial management and performance management of the Natural and Built Environment (NBE) theme of the Local Area Agreement (LAA).

	<ul style="list-style-type: none"> • The joint planning and commissioning of activity and services to help develop a sustainable Gloucestershire. • Engage the support and active participation of a range of stakeholders in developing and delivering a strategy for a sustainable Gloucestershire. • Support other parts of the Gloucestershire Conference (family of partnerships) in achieving outcomes while taking regard of sustainability.
<p>5. Is there specific legislation that the partnership is helping to deliver?</p> <p>(List Statutes and / or White paper(s) etc)</p> <p>Provide outline of the partnership's legal role.</p>	<p>The Climate Change Act 2008</p> <p>Key provisions of the Act include:</p> <ul style="list-style-type: none"> • Legally binding targets for greenhouse gas emission reductions of at least 80% by 2050, and reductions in CO2 emissions of at least 26% by 2020, against a 1990 baseline. The 2020 target will be reviewed soon after Royal Assent to reflect the move to all greenhouse gases and the increase in the 2050 target to 80%. • A carbon budgeting system which caps emissions over five year periods, with three budgets set at a time, to set out our trajectory to 2050. The first three carbon budgets will run from 2008-12, 2013-17 and 2018-22, and must be set by 1 June 2009. • Government is required to “have regard to the need for UK domestic action on climate change” when considering how to meet the UK’s targets and carbon budgets. • A requirement for the Government to issue guidance on the way companies should report their greenhouse gas emissions, and to review the contribution reporting could make to emissions reductions by 1st December 2010. <p>Waste Strategy for England 2007</p> <p>The Government’s key objectives are to:</p> <ul style="list-style-type: none"> • decouple waste growth (in all sectors) from economic growth and put more emphasis on waste prevention and re-use; • meet and exceed the Landfill Directive diversion targets for biodegradable municipal waste in 2010, 2013 and 2020; • increase diversion from landfill of non-municipal waste and secure better integration of treatment for municipal and non-municipal waste; • secure the investment in infrastructure needed to divert waste from landfill and for the management of hazardous waste; and • get the most environmental benefit from that investment, through increased recycling of • resources and recovery of energy from residual waste using a mix of technologies. <p>The overall impact of this strategy is expected to be an annual net reduction in global greenhouse gas emissions from waste management.</p>

A greater focus on waste prevention will be recognised through a new target to reduce the amount of household waste not re-used, recycled or composted from over 22.2 million tonnes in 2000 by 29% to 15.8 million tonnes in 2010 with an aspiration to reduce it to 12.2 million tonnes in 2020 – a reduction of 45%. This is equivalent to a fall of 50% per person (from 450 kg per person in 2000 to 225 kg in 2020)

Higher national targets than in 2000 have been set for:

- recycling and composting of household waste – at least 40% by 2010, 45% by 2015 and 50% by 2020; and
- recovery of municipal waste – 53% by 2010, 67% by 2015 and 75% by 2020.

Local Transport Act 2008. .

The Act will:

- Give local authorities the right mix of powers to improve the quality of local bus services, as proposed in *Putting Passengers First* last December following an extensive bus policy review;
- Allow for the creation of an influential new bus passenger champion to represent the interests of bus passengers;
- Give local authorities the power to review and propose their own arrangements for local transport governance to support more coherent planning and delivery of local transport;
- Update existing legal powers so that, where local areas wish to develop proposals for local road pricing schemes, they have the freedom and flexibility to do so in a way that best meets local needs - whilst ensuring schemes are consistent and interoperable.
- Amended LA requirements to produce Local Transport Plans.

The Gloucestershire Environment Partnership legal role

The GEP is a thematic sub-partnership of Gloucestershire Strategic Partnership. It is the lead strategic partnership for a sustainable Gloucestershire and includes aspects of operational partnership working through the GEP Board, which is responsible for ensuring the delivery of the Natural and Built Environment block of the Local Area Agreement (LAA). It is also a consultative partnership as the GEP Board, provides the opportunity to deliberate views and ideas on initiatives and issues.

The Prospectus for Partnership Working provides the Gloucestershire context in which the GEP operates.

(<http://www.gloucestershire.gov.uk/index.cfm?articleid=3987>)

	<p>As such GEP has</p> <ul style="list-style-type: none"> • Have oversight of the planning and alignment of resources in the locality (where relevant to delivery of the Sustainable Community Strategies and NBE elements of the LAA) in order to achieve more effective and efficient commissioning and ultimately better outcomes. Although, each partner will remain accountable for its decisions taken in relation to funding streams allocated to it. • Review and performance manage progress against the NBE priorities and targets agreed in the LAA and ensure delivery arrangements are in place (see section 6 on the delivery of priorities for more details). Part of fulfilling this will require the local authority and its partners to seek to ensure that sufficient support is provided to the GEP to help it coordinate the delivery of the targets that have been agreed through the LAA.
<p>6. Which organisation is the lead partner on the partnership?</p>	<p>Gloucestershire County Council (GCC)</p>
<p>7. Membership of the Partnership</p> <p>(This section refers to 'Board' or named members. Include the name / agency of each representative. Do not include membership of any wider stakeholder group.</p> <p>Include in this section any schemes of delegation for attendance)</p>	<p>The GEP will be managed by a Board whose members will have voting rights. The GEP Board comprises:</p> <ol style="list-style-type: none"> a. Chair, Gloucestershire Strategic Partnership representative, Lead Cabinet Member, Environment. Gloucestershire County Council, Cllr Mark Hawthorne b. District Councils – one district council Chief Executive to represent all 6 district councils. David Hagg c. Local Strategic Partnerships – one urban LSP representative, Chris Hickey, and one rural LSP representative Martin Lane. d. Voluntary & Community Sector, Colin Studholme e. Environment Agency – Area Manager, Paul Tullett f. Government Office for the South West – Sustainability, Climate and Environment Lead, Helen Thompson g. Biodiversity – Biodiversity Partnership, Chair, Simon Pickering h. Economic partnership – Gloucestershire First, Chair, John Hazelwood i. Education & Skills – University of Gloucestershire, Daniella Tilbury j. Energy – Natural & Built Environment Block Champion,

Community Strategy Executive Board representative, Severn Wye Energy Agency, Director, **Catrin Maby**

- k. Flood risk and Affordable Housing – Gloucestershire County Council, Group Director, Environment, **Duncan Jordon**
- l. Heritage – English Heritage, Team Leader & Regional Planner **Ross Simmonds**
- m. Land – Natural England, Team Leader, Gloucestershire, Wiltshire & Bristol Area Team, **Tim Quinton**
- n. Transport – Transport Sub-Partnership, Chair, **Nigel Riglar**
- o. Waste – Waste Sub-Partnership (*to be established in 2009*), Acting Chair **Cllr Stan Waddington**
- p. Gloucestershire Health and Wellbeing Partnership, **Sally Pearson**

Powers and responsibilities of Board Members

- Board members will be of sufficient seniority (e.g. Director, Chair) to provide a strategic overview of their area, and be able to represent their sector/ partnership.
- The Board will include at least two representatives of the Voluntary and Community Sector (VCS).
- Existing issue-based/ thematic environmental partnerships will feed into the Board.
- The Board may establish specialist Task and Finish groups as required.
- Additional members may be co-opted onto the Board as required.
- The Chair will represent the Partnership on the Gloucestershire Strategic Partnership.
- The Board will nominate a representative to the Community Strategy Executive Board.

Executive Committee

The Board will be supported by the Executive Committee.

The primary role of the Executive Committee is to drive forward the GEP Business Plan, plan and prepare GEP agendas, and to alert the GEP Board to any emerging issues or underperformance.

Membership of the Executive Committee

	<p>Chair/ CSEB Representative NBE Block Champion Gloucestershire Partnership Manager Corporate Sustainability Manager, GCC GEP Board Member or Support Officer <i>Additional members may be co-opted as required</i></p> <p>Terms of Reference for the Executive Committee are contained in the GEP Business Plan (Annex 2).</p>
<p>8. Meeting arrangements</p> <p>How often does the partnership meet?</p>	<p>The GEP meets at least 4 times a year. Meeting notes are available at:</p> <p>http://www.gloucestershire.gov.uk/index.cfm?articleid=17746</p>
<p>9. Chairing arrangements</p> <p>How is the Chair nominated?</p>	<p>The GEP is chaired by Cllr Mark Hawthorne.</p> <p>The Chair will represent GEP on the Gloucestershire Strategic Partnership.</p> <p>GEP is to be initially chaired by Gloucestershire County Council's Lead Cabinet Member, Environment, to be reviewed after two years of the establishment of GEP (Nov 24th 2009).</p>
<p>10. Structures and Roles</p> <p>What are the specific role(s) of 'Board' members?</p>	<ol style="list-style-type: none"> 1. To attend and contribute to meetings and when unable to do so, to send a deputy of suitable equivalence; 2. To ensure the GEP functions well in Gloucestershire at all levels; 3. To develop, agree and deliver the GEP Business Plan; 4. To keep their organizations informed of the work of GEP; 5. To ensure that the GEP is firmly embedded within their agency and that there is adequate resources, knowledge, skills and training for staff; 6. To feedback to and consult with their organization/sector (included elected members, where applicable) on issues being discussed by the board; 7. To be able to challenge and question the practice of a member and/or their agency in order to achieve the aims of the GEP; 8. To ensure the Partnership is effectively monitoring, reporting and reviewing its performance through key high level performance indicators; 9. Partnership members are accountable to the public for their actions as members of the Partnership, in addition to their

	<p>statutory accountability as members of their individual organizations. All our public sector partners are subject to assessment and are accountable to the public in different ways;</p> <ol style="list-style-type: none"> 10. All members are expected to contribute their agency/sectors' experience and expertise to the Partnership's direction through the following actions, both in partnership meetings and when working on behalf of the Partnership. 11. Be prepared for meetings by reading papers, attending briefings, asking for explanation as appropriate; 12. To commit to, and adopt the ways of working set out in the Prospectus for Partnership Working in Gloucestershire. 13. Be committed to the equality of opportunity; 14. Display consistency and honesty in achieving consensus through debate; 15. Respect the views of other members; 16. Respect confidential information; 17. Remain focused and strategic and on getting things done; 18. Be participative, inclusive, accessible and non-stigmatising; 19. Be prepared to learn from others and from good practice elsewhere; 20. Make an effort to look after everyone's interest, recognising that this is possible without everyone being present.
<p>11. Amendments to partnership governance</p> <p>What arrangements are in place for changing partnership rules or governance arrangements?</p>	<p>To be reviewed annually</p>

<p>12. Business Planning and Performance</p> <p>What is the name of the Partnership's Strategy or Plan?</p> <p>Where is this kept? (e.g. email address)</p> <p>How will the success of the partnership be measured? (e.g. List key performance indicators and explain monitoring arrangements)</p>	<p>The Partnership's strategy is contained in its Business Plan 08/09 (available on GEP website by the end of July 2009)</p> <p>Performance is monitored by the Board every quarter. The GEP is part of the Gloucestershire Conference and we share the performance monitoring arrangements put in place for the LAA and the Sustainable Community Strategy (SCS) as follows</p> <ul style="list-style-type: none"> • The 3 year delivery agreement for the SCS is contained in the Local Area Agreement. This is monitored quarterly by the Community Strategy Executive Board. <p>Web: http://www.gloucestershire.gov.uk/index.cfm?articleid=12808</p> <p>The long-term success of the GEP will be measured through the 10 year success measures of the SCS. The 10 year success measures will be monitored at least annually and performance will be reported to the Community Strategy Executive Board and other parts of the Gloucestershire Conference as appropriate (as agreed in Lead Cabinet Member report March 2009)</p> <p>Web: http://www.gloucestershire.gov.uk/index.cfm?articleid=15274</p>
<p>13. Decision-making processes</p> <p>What decisions can the partnership make? How are these made? (e.g. voting by show of hands)</p> <p>(Unincorporated partnerships usually 'broker' agreements about the way to progress on a given issue. The partner agencies themselves then make decisions based on how they can contribute to the partnership aims)</p>	<p>Partner agencies endorse recommendations made by individual partner agencies. This is usually through negotiation at meetings.</p> <p>Partner agencies make decisions.</p>
<p>14. Risk Management Arrangements</p> <p>Where is the risk register for this partnership kept?</p> <p>How often is it reviewed by the partnership? How is it monitored?</p>	<p>The risk register for the Gloucestershire Conference is available to download at:</p> <p>http://www.gloucestershire.gov.uk/index.cfm?articleid=3987</p> <p>This is reviewed by the <i>Head of Community and Partnerships</i> quarterly</p> <p>It is reviewed quarterly by the GEP Executive group</p>

<p>15. Income</p> <p>Does the partnership have any income?</p> <p>If 'yes' how is this managed? (Refer to any documentation that clarifies arrangements for financial management).</p> <p>Which is the Accountable Body for any partnership grants/income?</p>	<p>The GEP Board make recommendations about how to spend Area Based Grant through the LAA.</p> <p>Final decisions are made by GCC's Cabinet (as GCC is the Accountable Body).</p>
<p>16. Information Sharing</p> <p>Do information sharing protocols exist?</p> <p>If yes, where are these kept? (e.g. give web link)</p> <p>http://www.gloucestershire.gov.uk/index.cfm?articleid=2822</p>	<p>GEP has adopted the Gloucestershire County Council protocols.</p>
<p>17. Data Quality</p> <p>Do Data Quality Protocols exist?</p>	<p>Yes</p> <p>LAA data quality protocols are available at: http://www.gloucestershire.gov.uk/index.cfm?articleid=15178. These were adopted by the Community Strategy Executive Board in October 2007</p>
<p>18. Fairness and Diversity</p> <p>Do Fairness and Diversity protocols exist?</p> <p>If yes, where are these kept? (e.g. give web link)</p> <p>http://www.gloucestershire.gov.uk/index.cfm?articleid=10744</p>	<p>Yes</p> <p>GEP has adopted the the Gloucestershire County Council policy on Equal Opportunities and Equal Employment.</p>
<p>19. Code of conduct</p> <p>Does the partnership have a code of conduct for Board members?</p> <p>If yes, where are these kept? (e.g. give web link)</p> <p>http://www.gloucestershire.gov.uk/index.cfm?articleid=92586</p>	<p>Yes</p> <p>GEP has adopt the standard code of conduct for partnership members.</p>

<p>20. Sustainability</p> <p>Does the partnership have an agreed policy and/or toolkit for making sure that partnership outcomes are sustainable?</p> <p>Provide a web link to your completed checklist.</p>	<p>Yes</p> <p>GEP adopts the Gloucestershire conference sustainability toolkit at:</p> <p>(To be approved at November 24th 2009 Board Meeting)</p>
<p>21. Gloucestershire Compact</p>	<p>To ensure GEP functions in accordance with the principles and undertaking of the Gloucestershire Compact</p>
<p>22. Conflict Resolution</p> <p>What arrangements are in place for dealing with conflict within the partnership?</p> <p>web link: http://www.gloucestershire.gov.uk/utilities/action/act_download.cfm?mediaid=30453</p>	<p>GEP adopts the Standard Partnership Conflict Resolution Procedure</p>
<p>23. Timescales</p> <p>How often is the partnership reviewed?</p>	<p>Every three years</p>
<p>24. Exit Strategy</p> <p>What arrangements are in place (or need to be put in place) in order to close down the partnership?</p>	<p>If it is proposed that the Partnership is dissolved, then all members of the Partnership will be consulted.</p> <p>The GEP Board makes the final decision to end the partnership.</p> <p>If it is agreed for the dissolution, there will be six months notice to ensure that all Partnerships and agencies that report to the GEP amend their reporting mechanisms appropriately..</p> <p>Gloucestershire County Council will manage the Exit Strategy and any risks associated with closing down the partnership</p>

END

Sept 2009

Jagdish Patel