

NORTHUMBERLAND COUNTY COUNCIL PARTNERSHIP AGREEMENT

To confirm those members of the board which meets quarterly to set priorities, monitor performance, and to mutually decide any changes to the agreement.

Partnership Board

9. Partnership Board – composition

9.1 Size and composition of the Partnership Board, including the number of representatives of each party on the Partnership Board

At all times there must be a minimum of two members of the Partnership Board representing each party.

Each party can select whomever it wishes to be its representative on the Partnership Board. However, a party must promptly communicate changes to its representative as and when they occur.

9.2 Arrangements if a representative of a party on the Partnership Board is absent from time to time (e.g. illness, holidays)

The relevant party must ensure a suitable deputy in place to represent that party in those circumstances.

10. Partnership Board – powers

10.1 Powers of the Partnership Board

To set priorities for the Partnership Team and monitor its Performance against this Agreements Specification.

To propose, discuss, evaluate and agree changes to this agreement so long as that change does not reduce any service standard below that of the core service, does not introduce additional financial costs without both parties agreement on how these costs will be met and are achievable within the County Council's terms and conditions of employment.

This is subject to the constitutional arrangements of both Parties.

10.2 How resolutions of the Partnership Board are to be passed

By a simple majority of the Partnership Board Members in attendance at a validly called Partnership Board meeting, providing at least one vote from both parties aligns with that majority.

Resolutions regarding small operational changes will be recorded in the minutes of the partnership meeting, larger or more fundamental changes will be documented in a formal record of that decision that will be signed by the Chair of the Board and the Head of Neighbourhood Services or their Deputies.

10.3 Resolving performance disputes

The Partnership Board Members agree to try and resolve any performance concerns between themselves, where this is unsuccessful the Formal Resolution Process in Appendix 2 will be followed.

The Town Council and its councillors must not discuss performance issues with the members of the County Council's staff directly, if they see an issue they must raise it with the Partnership Board. Any personal performance discussions are between the County Council and its staff members only.

11. Partnership Board meetings

11.1 Arrangements regarding **regular meetings** of the Partnership Board unless the Partnership Board Members, acting reasonably, otherwise agree at the time

- (a) Location
- (b) Frequency
- (c) Day
If not falling on a Business Day, on the next Business Day
- (d) Time

Town Council Offices
Quarterly
TBA
TBA

11.2 Additional meetings of the Partnership Board

- (a) Party responsible for calling additional meetings of the Partnership Board
- (b) Obligations of the party indicated in item (a) if the other party requests an additional Partnership Board meeting from time to time

Either Party can call an additional meeting
That party must not unreasonably refuse that request of the other party.