

Not Protectively Marked

**Warwickshire Police Authority and Warwickshire Police****Partnership Evaluation Form**

<b>Partnership Title:</b>
<b>Chair/Leader of Partnership:</b>
<b>Principal Partners:</b>
<b>Start and End Dates:</b>
<b>Authority/Force Lead:</b>
<b>Authority Representatives:</b>
<b>Force Representatives:</b>
<b>Rationale for the partnership:</b>
<b>Financial involvement:</b>
<b>Added value and contribution to Authority/Force priorities:</b>
<b>Governance arrangements:</b>

<b>Planning and performance management arrangements:</b>
<b>Financial and Resource management</b>
<b>Risk management:</b>  1. Partnership risk management arrangements:    2. Authority/Force risk assessment:
<b>Authority and Force approval and reporting arrangements:</b>
<b>Termination arrangements:</b>

**Signed.....Date.....**

## **Partnership Evaluation Form – Notes on completion**

Guidance notes for the completion of this document are set out below.

### Rationale for the Partnership

The rationale for the partnership should include a shared understanding of the agreed aims of the partnership, terms of reference and the roles, responsibilities and accountabilities of each partner.

### Financial involvement

This should include any resources required to be contributed by the Authority and/or the Force, and any other funding arrangements for the partnership.

### Added value and contribution to Authority/Force Priorities

Identify how the partnership adds value and demonstrates this added value to the public including how public funds are being spent. Say how the partnership contributes to the delivery of the Authority's and Force's Priorities.

### Governance Arrangements

Should include how the partnership will make decisions, how decisions will be communicated, what standing orders exist for meetings of the partnership, how actions are put into operation, what monitoring and reporting arrangements are in place, how ethical standards are secured and monitored.

### Planning and performance management arrangements

Describe arrangements for action planning and attach a copy of the partnership's action plan to this document at the earliest opportunity

Describe the arrangements for the partnership to monitor and manage its own performance and say how slippage or underperformance is to be dealt with.

### Financial and Resource Management

Where partnerships receive funding to achieve their objectives the partnership should establish adequate systems for financial control and monitoring within and between partnerships.

Consideration should also be given to other resources provided to partnership working, including seconded staff, time and travel to meetings.

Where the Authority and Force are committing resources that contribute to the partnership's aims, the arrangements for managing these resources should be described.

### Risk Management

The form should be used to record the partnership's approach to risk management to include how financial, legal and other risks have been identified and how they are to be managed. There should also be a clear protocol for managing conflict and dealing with legal disputes.

The Authority and/or Force should also review the partnership from the perspective of risk to the organisation(s) and consider their inclusion in risk registers as appropriate.

### Authority and force reporting arrangements

Describe the formal monitoring and reporting arrangements for the Authority and Force to include which committees or groups reports are made to and with what frequency. Also describe any specific targets or standards that the Authority and Force will monitor outside of those set by the partnership itself.

### Termination Arrangements

Describe the arrangements in place to deal with the end of a time-limited partnership or in the event that an on-going partnership either needs to be terminated or the Authority/Force intends to withdraw. This should include how resources will be allocated back to partners.