

THE DERBYSHIRE PARTNERSHIP FORUM

The Derbyshire Partnership Forum (DPF), as the county-wide Local Strategic Partnership, brings together a wide range of organisations from the public, private and voluntary sectors to consider the big issues for Derbyshire, share ideas and good practice and identify solutions to achieve Sustainable Community Strategy (SCS) priorities and Local Area Agreement (LAA) targets.

Terms of Reference

- To agree a vision for Derbyshire which reflects the needs and aspirations of local communities
- To approve the SCS for Derbyshire and to oversee its development, delivery and implementation
- To oversee the planning and alignment of resources in Derbyshire, where relevant to the delivery of the SCS and LAA, to achieve better outcomes for local people
- To oversee the development and implementation of the Derbyshire LAA
- To review and monitor progress against the priorities and targets agreed in the LAA
- To oversee and aim to coordinate consultation and engagement with local communities
- To ensure wherever possible that knowledge, best practice and experience is shared between partner organisations.
- To improve understanding of the issues and pressures facing the different partner organisations
- To rationalise communications between partner organisations reducing duplication and effort
- To report back on progress made on the SCS and LAA to members of the public
- To oversee the rationalisation of county-wide partnerships, plans and strategies within the context of the SCS and the DPF.
- To promote improved coordination of activities and service provision between partner agencies, identify better ways of working and to consider what resources might be shared more effectively

Membership

General

- Membership of the DPF shall be the full partnership.
- Membership is open to any partner who feels that they can contribute to the development and implementation of the SCS for Derbyshire and who signs up to the Derbyshire Compact.

- Members of the Forum should be of sufficient seniority within their organisations/sectors to participate in decision making.
- Wherever possible there should be a continuity of representation.

Appointment of Chair/Vice Chair

- The Chair and Vice Chair of the Forum shall be appointed by the county council.

Roles and responsibilities of individual members

The individual partner organisation roles and responsibilities in relation to the Partnership Forum are as follows:

- To reflect the views of the organisation(s) that they represent in meetings and workshops, being sufficiently briefed and able to make decisions about future policy developments/service delivery
- To inform the organisation that they represent about the work and priorities of the Partnership Forum and to ensure that decisions are fed down to other relevant individuals
- To feed in information about local issues, needs and priorities in the development of the SCS and the Derbyshire LAA
- To consult about the work of the Partnership Forum where appropriate
- To act on what the Partnership has agreed
- To influence any consequent changes to policy development/service delivery in their own organisation/sector
- To influence the alignment of mainstream budgets within their own organisation/sector to key priorities and the delivery of LAA targets.
- To champion the work of the Forum in their wider networks and in the community

Meetings of the Partnership

Frequency

- There shall be at least four meetings of the DPF each year.
- Additional meetings may be convened at the request of the Chair

Voting

- Decisions will be reached by consensus.
- Any issues that cannot be determined by consensus will be referred to the DPF Board for consideration.

Declaration of Interests

- Any personal or prejudicial interests held by members should be declared on any item of business at a meeting.

Access to Information/ Freedom of Information

- The Forum shall be regarded as a “working group” for Access to Information Act purposes and consequently meetings shall not be open to the press/public.
- Freedom of Information (FOI) Act provisions shall apply to all DPF business

Papers

- The agenda and supporting papers shall be in a standard format and circulated at least ten days in advance of meetings.
- The minutes of decisions taken at meetings will be kept and circulated to partner organisations as soon as possible.
- Minutes of the Forum will be published on the county council web site.