

## Flintshire Protocol on Arrangements for Collaborative Projects

1. This protocol records the arrangements that have been agreed to address the governance and performance monitoring of collaborative projects.
2. **For new collaborations** – the appropriate Overview & Scrutiny Committee will have a full report at the three stages of inception, Outline Business Case (OBC) and Final Business Case (FBC) for major projects and that committee's full input will be presented to Cabinet as part of the formal decision making process.
3. **Post-implementation of a new collaboration** – the appropriate Overview & Scrutiny Committee will receive regular post-implementation performance reports (at intervals to be agreed, for example, quarterly) for the first 12 months following implementation and thereafter main-streamed reporting in accordance with Flintshire's performance reporting arrangements.
4. **Members information on service changes** - prior detailed notice to all Members over operational changes (for example, contracts, performance standards, service failure remedy routes, etc).
5. **Regional scrutiny post implementation** - arrangements will be considered over and above the local arrangements on key collaborations, for example, school improvement. This could have the shape, for example and using the same example, of the six local respective scrutiny chairs meeting to oversee implementation and to ensure thorough and timely reporting to their constituent authorities.
6. **Overview & Scrutiny Committee roles**
  - Review and evaluative comment (to Cabinet) on all significant proposed collaborations at the inception, outline business case and final business case steps as set out – specifically on the risks and benefits of the proposals.
  - Scrutiny of performance during the transition stage from the current to the new governance and service planning and delivery arrangements.
  - Recommendation (to Cabinet) on the type and frequency of post transition performance management reporting.
  - Full participation in those performance management reporting arrangements.
7. **Audit Committee Roles**
  - Review and evaluative comment (to Cabinet and Scrutiny) on the proposed governance and assurance arrangements for any significant proposed collaboration at the final business case stage.

- Review of and evaluative comment on the analysis and recommendations of the internal audit report provided by the respective lead authority on any such collaboration at the final business case stage.
- Review of and evaluative comment on the risk and performance management proposals for the recommended new collaborative service at the final business case stage.
- Retrospective review of governance integrity, risk management and performance management of the new service as required/ requested/ advised.