

PARTNERSHIPS PROTOCOL – APPENDIX F

QUESTIONS RELEVANT TO COMPREHENSIVE AREA ASSESSMENT AND USE OF RESOURCES KEY LINES OF ENQUIRY FOCUS.

Managing Finances

How effectively does the organisation manage its finances to deliver value for money?

1.1 Does the organisation plan its finances effectively to deliver its strategic priorities and secure sound financial health?

KLOE focus – The organisation:

- *Integrates financial planning with strategic and service planning processes on a medium to long-term basis;*
- *Engages local communities and other stakeholders in the financial planning process*
- *Manages spending within available resources and is financially sound over the medium term* **EXAMPLE Collaborative Working - Bolsover Chesterfield and North East Derbyshire Consultancy (Building Control) – BCN – Building Control/Regeneration**
- *Recognises individual and collective responsibilities for financial management and values and develops financial skills.*

1.2 Does the organisation have a sound understanding of its costs and performance and achieve efficiencies in its activities?

KLOE focus – The organisation:

- *Understands its costs, including whole life, transaction and unit costs, the main factors that influence these and how they link to performance;*
- *Takes account of this understanding of its costs and performance in decision making and commissioning*
- *Identifies the scope for making efficiencies and is on track to achieve planned efficiencies.* **EXAMPLE (ALL) BCN (see above)**

1.3 Is the organisation's financial reporting timely, reliable and does it meet the needs of internal users, stakeholders and local people?

KLOE focus – The organisation:

- *Produces relevant, timely and reliable financial monitoring and forecasting information;*
- *Uses financial and related performance information to monitor performance during the year;*
- *Produces financial reports that are clear, relevant and concise to support strategic decision making;*

- Prepares accounts that meet statutory requirements, financial reporting standards and present fairly, or give a true and fair view of, the financial performance and position; and
- Publishes reports that provide an objective, balanced and understandable assessment of the organisation's performance in the year. **EXAMPLE (ALL) BCN (see above)**

Governing the business

How well does the organisation govern itself and commission services that provide value for money and deliver better outcomes for local people?

2.1 Does the organisation commission and procure quality services and supplies, tailored to local needs, to deliver sustainable outcomes and value for money?

KLOE focus – The organisation:

- Has a clear vision of intended outcomes for local people which shapes its commissioning and procurement, and is based on an ongoing analysis and understanding of needs;
- Involves local people, partners, staff and suppliers in commissioning services;
- Seeks to improve the customer experience, quality and value for money of services through service redesign, making effective use of I.T.;
- Understands the supply market and seeks to influence and develop that market; **EXAMPLE "LEO" project (Marketing) – (Regeneration)**
- Evaluates different options, (internal, external and jointly with partners) for procuring services and supplies; and
- Reviews the competitiveness of services and achieves value for money, while meeting wider, social, economic and environmental objectives. **EXAMPLE BCN (see above) and Ways to Work Project (CEPT)**

2.2 Does the organisation produce relevant and reliable data and information to support decision making and manage performance?

KLOE focus – The organisation:

- Produces relevant and reliable data and works with partners to ensure the quality of partnership data;
- Understands the needs of its decision makers and provides them with information that is fit for purpose and is used to support decision making;
- Ensures data security and compliance with relevant statutory requirements; and
- Monitors performance against its priorities and targets, and addresses under-performance.

2.3 Does the organisation promote and demonstrate the principles and values of good governance?

KLOE focus – The organisation:

- *Has adopted, promotes and demonstrates, the principles of good governance;*
- *Maintains focus on its purpose and vision;*
- *Demonstrates a strong ethical framework and culture; and*
- *Applies the principles and values of good governance to its partnership working.*

2.4 Does the organisation manage its risks and maintain a sound system of internal control?

KLOE focus – The organisation:

- *Has effective risk management which covers partnership working;*
- *Has a clear strategy and effective arrangements, including allocation of appropriate resources, to manage the risk of fraud and corruption; and*
- *Has a sound system of internal control including internal audit.*