**[COUNCIL name] Stocktake of Partnership Arrangements**

**March 2022**

Contents

[Background 1](#_Toc90625891)

[Guidance and instructions – how to use the stocktake template 2](#_Toc90625892)

[What partnerships should I include? 2](#_Toc90625893)

[How to fill out the Part 1 of the template 2](#_Toc90625894)

[How to fill out the Part 2 of the template 3](#_Toc90625895)

[Need help or have any questions? 4](#_Toc90625896)

[Stocktake of Partnership arrangements - Template 5](#_Toc90625897)

[PART 1 - Summary Table of Partnerships 5](#_Toc90625898)

[PART 2 - Detail on Partnership Arrangements 5](#_Toc90625899)

# Background

In 2020, the new 10-year [National Agreement on Closing the Gap](https://www.closingthegap.gov.au/sites/default/files/2021-05/ctg-national-agreement_apr-21.pdf) was signed by all Australian Governments including the Australian Local Government Association (ALGA), and the Coalition of Peaks (made up of peak bodies representing Aboriginal service providers). The Agreement sets socio-economic and priority reform targets aimed at working towards equality in life outcomes for Aboriginal and Torres Strait Islander Australians. For more information on the targets, please refer to: [Closing the Gap in NSW - Home](https://www.aboriginalaffairs.nsw.gov.au/closingthegap/)

The National Agreement on Closing the Gap recognises the critical importance of every level of government working in genuine partnership with Aboriginal people and sharing decision making to close the gap. The driving force behind the new Agreement is the belief that when Aboriginal and Torres Strait Islander people have a genuine say in the design and delivery of policies as well as programs and services that affect them, better life outcomes are achieved.

Councils are an essential partner in ensuring Closing the Gap initiatives are locally tailored and relevant for each community. Councils already play a vital role in supporting and helping to steer the development of policies and programs in partnership with Aboriginal communities at the local and regional level. Please look at the [CLOSING THE GAP - In partnership with Local Government: Guidance Factsheet](https://www.aboriginalaffairs.nsw.gov.au/media/website_pages/closingthegap/how-you-can-be-involved/Closing-the-Gap-Factsheet-for-Local-Councils.pdf) for examples of partnerships.

**Partnerships stocktake**

The NSW Government committed in the National Agreement to undertake a comprehensive stocktake of all partnership arrangements in place with Aboriginal partners within NSW by 2022.

As part of the [ALGA Closing the Gap Implementation Plan](https://alga.asn.au/app/uploads/ALGA-Closing-the-Gap-Implementation-Plan-4.pdf), a key action for ALGA is for individual councils (where relevant) to be involved in any partnership stocktakes undertaken by state and territory governments. The NSW Government in its Implementation Plan has committed to partnering with local government to drive better outcomes for Aboriginal communities.

**How can Councils help with this important work?**

NSW Government is seeking Council support to identify partnerships that do not involve the NSW Government, i.e. partnerships that are established between local councils and Aboriginal partners in NSW without NSW Government presence.

The Closing the Gap team at Aboriginal Affairs NSW will collate the information provided by Council to prepare a Stocktake Report and subsequent Review of Partnerships in NSW.

**By 14 March 2022:** Please provide us with information about partnership arrangements with your Council:

* For **Part 1** please list all partnerships.
* For **Part 2** please fill in the table for each of these partnerships providing details of the arrangements. Please replicate for each identified partnership listed in Part 1.

Council assistance is not mandatory. However, your input will drive strong outcomes by helping the NSW Closing the Gap Partnership to identify gaps and opportunities to build on existing successes by expanding and strengthening shared decision-making arrangements in NSW.

# Guidance and instructions – how to use the stocktake template

## What partnerships should I include?

**Include:** all existing partnerships and their arrangements across your Council, with Aboriginal stakeholders – i.e. Aboriginal organisations, leaders, representatives, community. This includes:

* partnership arrangements that drive Aboriginal community-led or Council-led outcomes on Closing the Gap.
* partnership arrangements that are not specifically focused on Closing the Gap socio-economic outcomes areas and targets (e.g. would capture Council-Aboriginal community partnerships to improve cultural awareness, or partnerships to address COVID impacts).
* formal partnership arrangements, i.e. agreed arrangements (policy and place-based) between governments and Aboriginal people that set out who makes decisions, how decisions are made, and what decisions will be about.
* policy partnership arrangements, i.e. partnerships created for the purpose of working on discrete policy areas, such as education, child protection, health or housing.
* place-based partnership arrangements, i.e. partnerships based on a specific region, between government and Aboriginal representatives, and others by agreement, from those specific areas.
* informal partnership arrangements that don’t have a written agreement attached.
* partnership arrangements that are part of any Reconciliation Action Plan (RAP).

**Exclude:**

* Partnership arrangements that do not involve your Council such as those managed by the National Indigenous Australians Agency or Commonwealth and those established between Aboriginal communities and NSW Government.
* Partnership arrangements that do not involve Aboriginal stakeholders.
* Day-to-day business such as frontline services, individual client-related matters and one-off events.
* Procurement/ funding contracts between Aboriginal organisations and your Council.

## How to fill out the Part 1 of the template

This is a table to **summarise and list** all the partnerships.

|  |
| --- |
| Summary Table of all Partnerships |
|  | **Name of Partnership**  | **Policy or place-based?** | **Review period** | **Council contact details** |
| What detail to include | What is the name(s) of the Partnership Arrangement? | Policy or place-based | Is a review period coming up for the partnership? When? | Contact for further information: name, position, team, email, phone number |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## How to fill out the Part 2 of the template

This is a table of the arrangements of each partnership. Please replicate and fill out this table for **each identified partnership listed in part 1**. You may not have answers to all the sections, but please provide detail where you can.

|  |
| --- |
| **Detail on Partnership Arrangements** |
|  | **Required information** | **What detail to include** |
|  | **Name of Partnership Arrangement** | * What is the name(s) of the partnership arrangement?
 |
|  | **Terms of Reference (ToR)** | * Is there a ToR? *Please attach and/or provide link if publicly available*
 |
|  | **Purpose/ function (including scope of discussions)** | * What is the purpose and key function? *e.g. decision making, advisory?*
* Does the partnership drive any CTG [outcomes](https://www.aboriginalaffairs.nsw.gov.au/closingthegap/outcomes/) or [priority reforms](https://www.aboriginalaffairs.nsw.gov.au/closingthegap/priority-reforms/)? If so, what are they?
* Was the partnership formed specifically to address Closing the Gap outcomes in the 2020 National Agreement? Or is it an existing partnership that supports in driving Closing the Gap outcomes?
* Are the outcomes Aboriginal community-led and/or Council-led?
* Does the partnership support additional community-led development initiatives?
 |
|  | **Form**  | * Is it a Policy partnership created for the purpose of working on discrete policy areas? What policy area? E.g. education, health, housing? OR
* Is it a Place-based partnership? What specific regions/communities?
* What policy areas or projects does the partnership drive?
 |
|  | **Underlying values/ principles** | * What values/ principles are upheld? E.g. shared-decision making, self-determination, transparency?
 |
|  | **Establishment**  | * When did the partnership commence (or due to commence)?
* How was the partnership established? E.g. by Council appointment, MOU, community-led?
 |
|  | **Funding** | Are any funds overseen by the partnership?* Any there any funds for the partnership arrangements/ functions (e.g. paid membership positions)?
 |
|  | **Membership and their respective roles**  | * Who are all the parties? Include whether across various levels of government
* Who are the members and what are their respective roles?
* How are members are appointed? E.g. by community, Council Board, Council executive, regulations?
 |
|  | **Governance structure**  | What are the governance arrangements? E.g. chairing, secretariat, any sub-group structures?What is the decision making authority and process? What decisions are made, by whom and how, e.g. by consensus?What are the reporting arrangements? To whom, e.g. to advisory body or committee?What are the accountability and monitoring measures? Include any review and dispute mechanisms |
|  | **Data and information** | * How is any data collected and/ or used? Include where is it from, disaggregation level, regularity, who has access and level of transparency
 |
|  | **Accessibility** | * Is the partnership public and easily accessible?
* Is it protected in legislation where appropriate?
 |
|  | **Timeframes** | * Is the partnership ongoing or is there a determined end date?
* What is the end date based on? E.g. sunset clause in legislation, end of a program overseen by the partnership?
 |
|  | **What has been achieved** | * High level summary of what has been achieved by the partnership
 |
|  | **Other** | * Provide any other relevant information
 |

## Need help or have any questions?

If you would like any assistance with completing the templates or have questions, please contact Office of Local Government (olg@olg.nsw.gov.au), Aboriginal Affairs Closing the Gap team (nswctg@aboriginalaffairs.nsw.gov.au), or Local Government NSW (communitypolicy@lgnsw.org.au).

# Stocktake of Partnership arrangements - Template

**[COUNCIL name] Stocktake of Partnership Arrangements**

**March 2022**

## PART 1 - Summary Table of Partnerships

Please **list** all relevant partnerships.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name of Partnership | Policy or place-based? | Review period | Council contact details |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## PART 2 - Detail on Partnership Arrangements

*Please replicate and fill out this table* ***for each identified partnership*** *listed in part 1.*

|  |  |  |
| --- | --- | --- |
|  | Required information | Council detail |
|  | **Name of Partnership Arrangement** |  |
|  | **Terms of Reference** |  |
|  | **Purpose/ function**  |  |
|  | **Form**  |  |
|  | **Underlying values/ principles** |  |
|  | **Establishment**  |  |
|  | **Funding** |  |
|  | **Membership and their respective roles**  |  |
|  | **Governance structures** |  |
|  | **Data and information** |  |
|  | **Accessibility** |  |
|  | **Timeframes** |  |
|  | **What has been achieved** |  |
|  | **Other** |  |