



**Locality Commissioning: Roles and Responsibilities statement**

Statutory duties: each organisation in the partnership remains responsible for its duties as defined in statute.

Funding partners: funding partners will make over monies to the accountable body acting on behalf of the Newcastle Partnership prior to any contracts being awarded

Financial controls: each organisation will maintain appropriate financial control mechanisms for funds received from local taxation, general and specific grants and similar sources.

The Newcastle Partnership: the Newcastle Partnership shall be responsible for operating a commissioning process in accordance with the procedures of the accountable body. The members of the Partnership shall be collectively responsible for the decisions made to award contracts. The Partnership shall agree performance management arrangements for each contract with lead commissioners.

Accountable body: within the Partnership the accountable body will be nominated to administer the distribution of funds at a locality level. This accountable body will hold funds on behalf of the funding partner and will allocated monies in accordance with decisions made by the Partnership. The accountable body will ensure that appropriate financial controls are applied to ensure effective stewardship of all monies. The accountable body will also ensure that in undertaking locality commissioning robust procurement and contracting procedures have been applied.

Transfer of Undertakings Protection of Employment (TUPE): The County Council is seeking legal advice on this matter on behalf of all partners. Until this advice has been received, considered and agreed any TUPE liability remains a matter between the appropriate funding partner and any provider performing a service under contract.

**Confirmation of commitment to the above on behalf of Newcastle-under-Lyme Borough Council:**

**Name:**

**Position:**

**Signature:**

**Date:**

**Confirmation of commitment to the above on behalf of Staffordshire County Council:**

**Name:**

**Position:**

**Signature:**

**Date:**