

**NORTH LANARKSHIRE PARTNERSHIP BOARD
MINUTE OF THE MEETING**

Wednesday, 24 August 2011

Present:	Jim Smith (Chair)	North Lanarkshire Council
	Gavin Whitefield	North Lanarkshire Council
	Eric Hislop	North Lanarkshire Council
	Hugh Logan	Motherwell College
	Craig Shaw	Strathclyde Fire & Rescue
	Brian Hughes	Strathclyde Fire & Rescue
	Alick Irvine	Strathclyde Police
	June Vallance	Voluntary Action North Lanarkshire
	David Collie	Jobcentre Plus
	Bruce Kiloh	Strathclyde Partnership for Transport
	Eric Stewart	Strathclyde Partnership for Transport
	Gabe Docherty	NHS Lanarkshire
	Marlene McGlynn	Skills Development Scotland
	Pauline Nicholas	North Lanarkshire Council
	Sharon Smith (Minute)	North Lanarkshire Council
	Councillor Thomas Morgan	North Lanarkshire Council
	Mark Milligan	North Lanarkshire Council/Strathclyde Police
	Mary Castles	North Lanarkshire Council
	Linda Johnston	North Lanarkshire Council
Apologies:	Jim McCabe	North Lanarkshire Council
	Graham Cairns	Strathclyde Police
	Craig Cook	Strathclyde Fire & Rescue
	Francis Fallan	Voluntary Action North Lanarkshire
	Ken Corsar	NHS Lanarkshire
	Colin Sloey	NHS Lanarkshire
	Tim Davison	NHS Lanarkshire
	Stephen Kerr	NHS Lanarkshire
	Andrew Scott	Scottish Government
	Allan McQuade	Scottish Enterprise

Welcome

The Chair welcomed all to the meeting, specifically to Councillor Thomas Morgan, Convener of Airdrie & Villages Local Area Partnership; Linda Johnston, North Lanarkshire Council's Service Improvement Team; Eric Stewart, SPT; Gabe Docherty, NHS; Alick Irvine, Strathclyde Police; Craig Shaw, Strathclyde Fire & Rescue; and Marlene McGlynn, Skills Development Scotland.

1. **Apologies** – noted above
2. **Minute of the previous meeting (6 June)** – agreed as an accurate record
3. **Matters arising**
 - *Consultation on reduction of Local Area Partnerships (LAPs)*. The consultation is now complete and the Council's Policy & Resources Committee have agreed that for the remainder of the existing Council year, the existing 6 LAPs will remain.

Each of the four Local Regeneration Managers will continue responsibility for two areas (Airdrie/North, Bellshill/Wishaw and Motherwell/Coatbridge)

4. Audit Scotland Review of Community Health Partnerships

Mary Castles, Executive Director of Housing and Social Work Services, updated the Board on the content of the Audit Scotland Review of Community Health Partnerships which was published in June 2011. NHS Boards were required to establish one or more Community Health Partnerships (CHPs) under the NHS Reform (Scotland) Act 2004. The aim of this was to promote close working between primary and secondary health care and between health and social care.

The audit was a Scotland-wide study but North Lanarkshire's Community Health Partnerships received some criticism. In particular, the report considers "*there is no link between outcomes and structures; governance and accountability should be clearer to promote partnership working and; there is variation among CHPs against a range of performance indicators*". Housing & Social Work Services intend to contest the negative comments. It was also noted however, that the audit provided some positive comments for North Lanarkshire CHPs.

The Appendix to the Board report highlights a self-evaluation checklist proposed by Audit Scotland and which reflects North Lanarkshire's current position. It should be noted that several issues within the checklist are "*in place and working well*".

The Board noted the content of the report.

5. Skills Development Scotland – Service Delivery Agreement

Service Delivery Agreements (SDAs) were introduced in 2010 across community planning areas in order to clarify the contribution which Skills Development Scotland make in addressing local priorities and also providing a basis for monitoring progress. A workshop was recently held by Skills Development Scotland (SDS) involving community planning partners who have a specific interest in the 'skills' agenda. This workshop agreed priorities for joint working in 2011/12 while setting clear objectives around partnership working.

In July 2011, the Chief Executives of SDS and North Lanarkshire Council completed the formal signing of the Skills Development Scotland Service Delivery Agreement (SDA) for North Lanarkshire. SDS and NLC have committed to increase joint working to tackle youth unemployment.

The Board noted the content of the report and agreed that Skills Development Scotland will become a permanent Partner of the North Lanarkshire Partnership and will link with the SOA 2011-14.

6. Strathclyde Partnership for Transport / Outcomes for North Lanarkshire 2011-2012 - report noted. Feedback from Partners will be welcomed.

Eric Stewart, Assistant Chief Executive, SPT, provided a detailed presentation entitled "*Delivering Shared Services in Transport*". SPT works closely with its constituent Councils, including the Glasgow and Clyde Valley Partnership Community Planning Partnership to take forward proposals to meet shared service objectives in relation to social transport.

Methods by which services are currently provided in the West of Scotland include – 90 “state of the art” vehicles, GPs vehicle tracking, and mobile data terminals. Eric summarised potential and actual savings which could be achieved by sharing services.

It was suggested that this presentation could be “localised” for all of the six Local Area Partnerships and Pauline Nicholas will speak direct with Bruce Kiloh to arrange.

The Chair thanked Eric for this informative and detailed presentation.

7. Third Sector update

- *Community Transport Sub Group* - The Board was reminded that this Sub Group was established in January 2011, the remit of which is to develop a Community Transport Strategy and Action Plan for North Lanarkshire to support the development and delivery of outcomes identified in the Single Outcome Agreement and Community Plan. The Group, chaired by SPT, comprises membership from the Council, NHS, SPT, Voluntary Action North Lanarkshire (VANL), Jobcentre Plus and North Lanarkshire colleges and will report directly though the NLP Officers’ Group and the Sustainable Transport Working Group. It is expected that a draft of the Community Transport Strategy will be available in the Autumn 2011.

In relation to a potential central call centre being set up to coordinate services, June was advised that the Council’s (Motherwell) Contact Centre may be a starting point for advice.

- *Voluntary Sector Locality Networks* – VANL delivers 6 networks on a bi-annual basis on behalf of the Voluntary Sector Partnership Group. These events provide an opportunity to share key information with volunteers, voluntary sector and community organisations and comprise a mix of sessions, workshops and presentations. Six events were delivered during February–March 2011 with others scheduled for August–September 2011. Full reports on the network events will be available in due course.

The Board noted the content of the report

8. Local Community Planning

Councillor Thomas Morgan, Convener of the Airdrie and Villages Local Area Partnership (LAP) was in attendance. He discussed the excellent partnership work and the many successes within the Airdrie area. Topics which have recently been discussed include – town centre improvements, the new health centre, NHS Lanarkshire progress reports, progress of the Local Development Programme and the Town Centre Regeneration Fund. Discussions continue around the re-development by Clyde Valley Housing of the Orr’s department store.

The LAP also considers detailed Community Safety reports comprising information received from Police, Fire, Housing, Social Work and Environmental Services.

Support to the Community Forum is provided by the Community Engagement Officer to enable the Forums to contribute to the work of the LAP. Councillor Morgan praised the ongoing work of the LAPs across the six areas.

The Board noted the content of the report

9. Local Area Team Action Plans

The report updates the Board on the process for the development of the Local Area Team (LAT) Action Plans for 2011/12 and progress to date. The plans will be linked to the Council's Performance Management Framework to ensure consistency with corporate and partnership management across the area. Information contained within the plans will be determined by the LAT with input from Community Forums. Consultations are currently ongoing with Community Forums which has allowed partners at a local level to consider priorities and approaches. It is expected that there will be 5/6 key actions within the Action Plans which will be submitted by partners and Council officers. The Action Plans will be "live" working documents which will allow updates when required. Action Plan templates are currently being devised by the Local Regeneration Managers and Community Engagement Officers. It is intended that these will be populated and available by November 2011 with reviews undertaken on a six monthly basis.

The Board noted the content of the report and agreed to support the process for the development of the Local Area Team Action Plans

10. Risk Register

As part of the Council's Performance Management Framework, services are required to identify and manage potential risks through the development of a Risk Register. Risks associated with partnership working need to be identified, prioritised and managed and an effective risk management process adopted. The NLP Officers' Group recently identified and described risks relating to the partnership to determine:

- the level of risk
- identify current controls and assess the adequacy of these
- identify necessary further actions

The Council will continue to be the lead partner for risk management with commitment from all partners to engage in the process to reduce risks. The NLP Officers' Group will oversee the monitoring of the register on a quarterly basis and will provide an annual summary for the NLP Board.

Partners were asked to provide details of appropriate nominees from their organisation as the "Responsible Officer" highlighted in the Action Plan.

The Board approved the draft Risk Register/Action Plan; agreed that the NLP Officers' Group would oversee the Risk Register and Action Plans; and agreed that they will highlight further risks at future Board meetings.

11. PSIF (Public Service Improvement Framework) – Community Planning Partnership Self-Assessment

At the Board meeting in June 2011, an initial discussion took place which detailed the opportunity for the Partnership to undertake a self evaluation exercise. The Council's Improvement Service, in partnership with the Scottish Government, is delivering a project to support capacity building in community planning partnerships through a self assessment framework using a Partnership survey and the PSIF (Public Service Improvement Framework). Partners previously agreed to become involved in the self assessment model which includes the following criterion –

Leadership, Service Planning, People Resources, Partners and Other Resources, Service Process, and Results. During the process, Partners will consider how they perform against each criteria. This will ultimately result in an improvement plan being provided to the Partnership.

Partners have been asked to provide details of appropriate staff that will be part of the Assessment Team. Details should be forwarded the Council's Service Improvement Team mcloughlinka@northlan.gov.uk by **Friday, 9 September**.

The timeframe for the process is –

- Awareness session for the Assessment Team – (1 hour) - early October
- Assessment Team to complete 30 questions – (1 hour) – end October
- Evidence review by Improvement Service - within 3 weeks for completed returns
- Assessment Team to reach consensus on information received – 3 hours

The Board noted the content of the report and agreed to participate in the self-assessment exercise.

12. Financial Outlook

In September, the Government will announce the national financial settlement for 2012/13, 2013/14 and 2014/15 with all Councils being notified of their individual allocation in December.

13. Ravenscraig update

- *TIF (Tax Incremental Financing)* - the Council's Policy & Resources Committee agreed in December 2010 to the submission of a £73m Business Case to the Scottish Government for a Pilot TIF scheme. This was subsequently (provisionally) approved by the Cabinet Secretary (Finance and Sustainable Growth) for the TIF project to proceed based on a number of actions and responsibilities to be addressed by the Council. A formal response will now be forwarded to the Scottish Government.
- *Planning briefs* – being finalised to deliver the new town centre
- *Lanarkshire International Children's Games 2011* – Positive comments received from users of the Regional Sports Facility

14. Economic Activity update

Job Seeker Allowance (JSA) levels – Between February and May 2011, saw a fall of 568 JSA claimants although June has shown an increase in almost 300 claimants. This increase may be attributable, in part, to those leaving school or finishing college who have yet to take up employment. While overall benefit levels have been falling, JSA levels remain high.

Employment levels in North Lanarkshire – North Lanarkshire's employment rate stands at 68% which has recently fallen behind the Scottish employment rate of 71%

Vacancies advertised at Jobcentre Plus – The number of monthly vacancies advertised at Jobcentre Plus across North Lanarkshire has steadily increased since

the start of the year (from just under 1,000 at January 2011 to just under 1,500 in June 2011)

An enquiry was made relating to Chart 4 (*Employment rate in North Lanarkshire and Scotland 2004-2010*) i.e. are the chart figures shown "seasonally adjusted". Eric Hislop will investigate and report back.

The Board noted the content of the report and agreed that Skills Development Scotland would become a permanent partner at the NLP Board meetings.

15. Budget Statement (July 2011)

Current unallocated resources of £17,008, which includes planned expenditure of £3,009 (£2,200 towards a consultation with young people and £809 towards a diversionary youth work session).

The Board noted the content of the budget statement and approved the above expenditure

16. Persistent Offenders Programme

Alick Irvine, Strathclyde Police, advised that a short-term working group has been established to tackle issues relating to a number of individuals/families whose 'chaotic' lifestyle impacts a great deal on resources within the police, health agencies and other public organisations. The working group comprises membership of Alcohol Drugs Partnerships (ADP) who will develop proposals for identifying and managing individuals and families.

An Information and Sharing Mapping Group will initially be established, chaired by Strathclyde Police, to gather information held by each partner and to identify trends which indicate where the work for each partner lies. It is intended that an initial sample of 40 families will be developed to allow partners to discuss joint action to address the identified problems of each.

The Board noted the content of the report

17. AOCB

- The Chair thanked all Partners for their contribution to the Lanarkshire International Children's Games (3-8 August)

**DATE OF NEXT MEETING – Wednesday, 5 October 2011 (9.30am)
Civic Suite, Civic Centre, Motherwell**

**NORTH LANARKSHIRE PARTNERSHIP BOARD
MINUTE OF THE MEETING**

Wednesday, 5 October 2011

Present:	James McCabe (Chair)	North Lanarkshire Council
	Jim Smith	North Lanarkshire Council
	Gavin Whitefield	North Lanarkshire Council
	Eric Hislop	North Lanarkshire Council
	Hugh Logan	Motherwell College
	Graham Cairns	Strathclyde Police
	Craig Cook	Strathclyde Fire & Rescue
	June Vallance	Voluntary Action North Lanarkshire
	Francis Fallan	Voluntary Action North Lanarkshire
	David Collie	Jobcentre Plus
	Ken Corsar	NHS Lanarkshire
	Colin Sloey	NHS Lanarkshire
	Allan McQuade	Scottish Enterprise
	Marlene McGlynn	Skills Development Scotland
	Stephen Kerr	NHS Lanarkshire
	Gabe Docherty	NHS Lanarkshire
	Sharon Smith (Minute)	North Lanarkshire Council
	Councillor Jim Brooks	North Lanarkshire Council
	Mark Milligan	North Lanarkshire Council/Strathclyde Police
	Kevin O'Neill	NHS Lanarkshire
	Stephen Fraser	North Lanarkshire Council
	Orielle Taylor	Youth Link Scotland
Apologies:	Pauline Nicholas	North Lanarkshire Council
	Tim Davison	NHS Lanarkshire
	Brian Hughes	Strathclyde Fire & Rescue/NLC
	Bruce Kiloh	Strathclyde Partnership for Transport

Welcome

The Chair welcomed all to the meeting, particularly to Councillor Jim Brooks, Convener of Coatbridge Local Area Partnership; Orielle Taylor, Youth Link Scotland; Stephen Fraser, Information and Research (NLC); and Kevin O'Neill NHS Lanarkshire;

1. **Apologies** – noted above
2. **Minute of the previous meeting (24 August)** – agreed as an accurate record
3. **Matters arising from previous meeting** - none
4. **Presentation – No Knives, Better Lives**

Orielle Taylor, Coordinator, Youth Link Scotland, delivered a presentation entitled “No Knives, Better Lives (NKBL). NKBL is a youth engagement initiative aimed at delivering facts on knife crime, educating young people about the consequences of their actions and encouraging them to think of the positive aspects of saying “no” to using knives. It incorporates youth diversionary activity, community engagement, social marketing, partnerships and a schools’ programme.

No Knives, Better Lives is a nationally directed, but locally delivered initiative. It is imperative that local areas are fully committed and take ownership of their own campaign through the creation of local steering groups made up of all the necessary partners.

NKBL does intensive work in 5 Local Authorities in Scotland - Renfrewshire, Inverclyde, West Dunbarton, Clackmannanshire and North Edinburgh. Four new Local Authority areas have been identified as priority areas for the next phase of intensive work - North Lanarkshire is one of these areas.

Further information and details on the "No Knives, Better Lives" initiative can be accessed at www.noknivesbetterlives.com or by contacting Orielle Taylor at otaylor@youthlinkscotland.org

5. Local Community Planning

Councillor Jim Brooks, Convener of Coatbridge Local Area Partnership (LAP) highlighted some of the partnership work and successes within the Coatbridge area, particularly the new £35,000 Parkour facility which has created a safer environment for local young people and resulted in reduction in anti-social behaviour in the surrounding area. The development of this site was funded via the Local Development Programme. This fund has also contributed towards improvements to the Monkland Canal and the Blairbridge Gateway feature.

The LAP also considers detailed community safety reports comprising information received from the Police, Fire, Housing, Social Work and Environmental Services.

Support to the Community Forum is provided by the Community Engagement Officer to enable the Forum to contribute to the work of the LAP.

The Board noted the content of the report

6. North Lanarkshire Citizens' Panel – Health and Wellbeing 2011

The Citizens' Panel consultation is undertaken on behalf of the North Lanarkshire Partnership and this seventh consultation focused on mental health and wellbeing. 1,632 Panel members took part, representing 68% overall response. Significant input to this consultation was received from NHS health practitioners and Social Work Services. Full details of the Health and Wellbeing Outcomes Framework can be accessed at www.northlanrkshire.gov.uk/index.aspx?articleid=1165

The Board noted the content of the report

7. Economic update

Jobseekers Allowance – August figures rose to their highest level since 1996, an increase of almost 1,000 in the last three months.

Jobcentre Plus vacancies – There has been an increase in the number of vacancies advertised at Jobcentre Plus North Lanarkshire offices.

Youth unemployment – This continues to increase, both locally and across Scotland, and at over 46,000, is at its highest level since 1997. In North Lanarkshire, 4,050 young people (18-24 years) are claiming Jobseekers Allowance.

Post meeting note – page 5, para 1 of the report “Infrastructure development “ – it should be noted that the figure shown in the report (£2.5million) should read £2.5 billion

The Board noted the content of the report and agreed that the next meeting will consider the Economic Recovery Plan (including Enterprise Zones and North Lanarkshire’s position).

8. Ravenscraig update

- Work continues to provide the Scottish Government with information regarding the Tax Incremental Finance (TIF) approval
- Ravenscraig Limited is currently finalising Area Development Briefs for Phase 2

9. Financial Outlook

The Government has announced the national financial settlement for the public sector wide. Individual local authorities will be notified of their respective financial settlement in December 2011.

- NHS Lanarkshire – will receive their settlement from Westminster
- Skills Development Scotland – their budget allocation is what was expected
- Scottish Enterprise – their budget will be in line with what was anticipated

The Board agreed that Hugh Logan will provide, on behalf of the Partnership, a response to the Government on the financial settlement announcement

10. Third Sector update

VOSCARS Awards ceremony – this event takes place on 3 November 2011 as part of the European Year of Volunteering and will recognise the efforts of local volunteers in supporting the voluntary sector. The ceremony has received sponsorship from a number of local companies and Partners.

Voluntary Sector Locality Networks – June highlighted the 6 network events taking place during September – October. Agendas for the events can be accessed at www.voluntaryactionnorthlanarkshire.org.uk/EventsLocality.html.

Voluntary Sector representation to the NLP Board – Francis Fallan is currently the elected Voluntary Sector representative at the NLP Board. A nomination process for re-election is about to commence and the result of the successful candidate to participate at the NLP Board meetings will be announced at the North Lanarkshire Voluntary Sector annual conference in March 2012

The Board noted the content of the report and agreed to part-fund the VOSCARS Awards ceremony. Post meeting note - Each sponsor is valued at £500 and the NLP will sponsor one category.

11. Budget Statement

Unallocated resources of £16,887 (as at 28 September 2011)

The Board agreed to part-fund the VOSCARS Awards ceremony being held in November 2011 (Item 10 refers).

12. AOCB

- *2012 NLP Board meetings* – dates circulated
- *Scottish Leaders' Forum* – Gavin circulated, for information, the document "A Plan for Leading Places" which was prepared and developed in conjunction with the Scottish Government (Andrew Scott) and highlights outcomes for the Scottish Leaders' Forum, key factors and good partnership working. This document will be issued to each Community Planning Partnership. This item will be carried forward to the next NLP Board for fuller consideration.

**DATE OF NEXT MEETING – Wednesday, 14 December 2011 (9.30am) -
Civic Suite, Civic Centre, Motherwell**