

MINUTE OF THE NORTH LANARKSHIRE PARTNERSHIP BOARD**Wednesday, 17 July 2013**

Present:	Cllr Jim McCabe – Chair	North Lanarkshire Council
	Cllr Jim Smith	North Lanarkshire Council
	Gavin Whitefield	North Lanarkshire Council
	Ian Ross	NHS Lanarkshire
	Neena Mahal	NHS Lanarkshire
	Stephen Kerr	NHS Lanarkshire
	Val McGrory	Jobcentre Plus
	Francis Fallan	Voluntary Action North Lanarkshire
	June Vallance	Voluntary Action North Lanarkshire
	John Miller	Scottish Fire & Rescue
	Brian Hughes	Scottish Fire & Rescue
	Chief Inspector Findlay	Police Scotland
	Marlene Crawford	Skills Development Scotland
	Allan McQuade	Scottish Enterprise
	Shirley Linton	North Lanarkshire Council
	Jonathan Smith	North Lanarkshire Council
	Linda Johnston	North Lanarkshire Council
	John Campbell	Housing & Social Work Services/NLC
Apologies:	Pauline Nicholas	North Lanarkshire Council
	Colin Sloey	NHS Lanarkshire
	Martin McGuire	Motherwell College
	Nelson Telfer	Police Scotland
	Catriona Lindsay	Jobcentre Plus
	Laura Mackay	Police Scotland/NLC
	Andrew Scott	Scottish Government
	Alison Loveday	Scottish Enterprise
	Allan Comrie/Bruce Kiloh	SPT

1. **Apologies** – noted above
2. **Minute of previous meeting (8 May)** - agreed
3. **Matters arising** – discussed as part of the main Agenda
4. **Local Community Planning – Local Area Team Action Plans**

Presentation by Jonathan Smith. During 2011, action plans were developed for the 6 Local Area Teams to translate strategic priorities of the SOA/Community Plan to local actions which impact on communities. From this, quarterly monitoring reports are produced and updates are provided to the NLP Board and the six Local Area Partnerships. The presentation highlights the extensive progress which has been made in 2012/2013 across the 6 localities and also the key priorities to be taken forward in 2013/2014. Progress will be shown via –

- Quarterly updates from Local Area Teams
- 6-monthly reports to the NLP Board
- 6-monthly reports to Local Area Partnerships
- Reporting on community planning indicators through Perform NL
- Input to themed working group action plan updates, and

- Annual review of Local Area Team action plans and updates with partners and community representatives

Questions and answers followed with Depute Chair Smith requesting clarification on why the Shawhead area of Coatbridge has been targeted as a 2013/2014 action plan priority in relation to alcohol, youth work and youth unemployment. Jonathan will raise this enquiry with the Local Regeneration Manager for the Coatbridge area to clarify this point.

The Chair thanked Jonathan for this informative presentation

Action: Jonathan Smith

5. SIMD (Scottish Index of Multiple Deprivation) – Craigneuk area

The Board previously heard that the (2012) Scottish Index of Multiple Deprivation (SIMD) identified the Craigneuk area of Wishaw as the ninth most deprived area in Scotland. Staff within the Community Regeneration and Partnership team were asked to analyse this situation and assess what is required to address the decline in the area in relation to high crime rates, antisocial behaviour, poor health and high unemployment.

A number of actions have been agreed by both the Motherwell Local Area Team and community organisations. Full details of these actions are highlighted in the Board report and include –

- support Craigneuk and Wishawhill Positive Action Group to address areas of concern and increase awareness of community issues
- increase the uptake of a range of learning programmes (through Community Learning & Development, Craigneuk Lifelong Learning Association and library services)
- increase awareness of the Well Connected programme

An analysis of information will be carried out by the partnership in an effort to develop an action plan to address the problems experienced by the Craigneuk community. It was also suggested that contact could be made with local schools in an effort to gather support from parents in relation to joining any potential or current action group to assist in resolving the current issues in the area.

- (i) *The Board noted the content of the report and approved the proposal to carry out an analysis of the deprivation data relating to Craigneuk and the development of key actions resulting from that; and*
- (ii) *Agreed to a further report to a future NLP Board meeting.*

Action: Michele Battersby/Jonathan Smith

- **Provide regular reports to the Board on progress**
- **map current services available**
- **Arrange a meeting with relevant Partners (in conjunction with existing Craigneuk Action Group) to commit to an action plan to address the issues. Gavin Whitefield will Chair the first meeting with Partners (will be scheduled for the end of August 2013).**

6. Early Years Collaborative

Jane Liddell, Head of Education Quality & Development, produced a detailed report which updated the Board regarding progress on NL's Early Years Collaborative. The Early Years Collaborative was launched in 2012 which builds on the work relating to early years and childcare.

The Early Years Collaborative will be led by the Community Planning Partnership whose progress will be reported in the Single Outcome Agreement and involves three age-related work streams (Workstream 1: 9 months – 1 yr; Workstream 2: 1 year – 3 yrs; Workstream 3: 3 years – 5 years). Full details of the issues which should be improved and how these will be achieved are contained in Appendix 1 which was circulated at the meeting.

Key developments are also highlighted in the report (Sections 5.4 – 5.12 refers) and include

- Establishing links with VANL which will ensure voluntary sector representation for each work stream
- Training for front line staff which will be supported by the Scottish Govt and NHS
- Base line data for all work streams will be developed
- NLC will develop a web page to support communication across NLP

The Board noted the content of the report and the Chair thanked Jane for attendance at the meeting. The Chair also wished Jane well in her retirement which will take place in the coming weeks and thanked her for her service to NLC.

7. Performance reports – Partnership Working Groups (Environment, Regeneration, Lifelong Learning, Community Safety, Health & Wellbeing)

Linda Johnston spoke to all five Partnership Working Group reports which contain full details of key achievements made during 2012/2013 together with areas where improvement is needed.

Since the issue of these reports to the Board, new information has been gathered and updated reports will be provided to the Board with this Minute. **Action – Linda Johnston**

8. Single Outcome Agreement Quality Assurance

The meeting was advised that as part of the Quality Assurance process to agree North Lanarkshire's Community Plan/SOA 2013-2018, a video conference took place on 18 June with the CoSLA review panel. Representation on the panel came from - North Ayrshire Council, NHS Scotland and the Scottish Government. Representation from the community planning partnership were Gavin Whitefield (NLC), Divisional Commander Nelson Telfer (Police Scotland), Gabe Docherty, Health Promotion Manager (NHS Lanarkshire) and Pauline Nicholas, Senior Local Regeneration Manager (NLC)

The following areas were discussed

- key strengths of the SOA
- agreement of joint priorities
- voluntary and third sector involvement
- evidence of change and prevention
- joint resource planning and budget alignment.

Full details of the video conference meeting is attached as Appendix 1 to the Board report, together with correspondence issued to the Chair confirming the strengths and development areas of the Plan (Appendix 2 of the report). The Chair of the review panel will confirm the next steps in the process in due course.

The Board noted the content of the report.

9. Voluntary Sector update

Voluntary Sector Conference – this took place on 4 June attended by approximately 100 delegates representing 120 organisations. A full report and evaluation of the conference will be made available to the board in due course. The conference also saw the launch of the 2013-2018 North Lanarkshire Voluntary Sector Strategy which was compiled following extensive consultation with volunteers, voluntary sector groups and key organisations.

Volunteers Week – took place 1-7 June and recognises and rewards volunteers in local communities.

Local Community Planning – an Induction session is being arranged by VANL for the new individuals who will represent the voluntary sector at future Local Area Partnership meetings. The induction intends to outline their role and explain processes and protocols.

Children and Families Voluntary Sector Network – this Network has been established to allow the voluntary sector to contribute to the Children and Families agenda. The group will be supported by VANL and chaired by Bellshill and Mossend YMCA. The NLP Board will be updated as the new Network develops.

10. Welfare Reform update

John Campbell, Housing and Social Work Services, updated the Board on current issues across North Lanarkshire arising from the impact of Welfare Reform –

- *Rent arrears* – have increased significantly due to the benefit changes
- *Benefit Cap* – Since its introduction on 15 July 2013, 78 service users have been affected by the benefit cap across the 6 localities
- *Under Occupancy Rule* – more than 6,000 people have been affected with more than 2,000 tenants being visited.
- *Digital Inclusion* – it is recognised that a number of claimants/tenants do not have access to IT to allow them to claim benefits on-line. For this reason, a working group has been set up to develop a North Lanarkshire digital inclusion policy to look at what support is needed by these claimants and what support can be given
- *Medical evidence* – it was previously noted that some GPs are refusing to provide patients with written medical evidence to support their benefit application. For this reason, officers from the Council and NHS are meeting to discuss this further, ahead of a meeting scheduled with GPs on 8 August. It was previously suggested that the NLP Board contact the Scottish Government requesting that they resource requests for further medical evidence or resource a service from GPs to deliver a service to provide further medical evidence.

The Board noted the content of the report and agreed that correspondence will be issued to Alex Neil MSP, Health Minister, requesting the possibility of the Scottish Government providing resources to GPs to deliver additional medical evidence.

Action: Jonathan Smith will agree with John Campbell relevant text for inclusion in correspondence, on behalf of the Partnership, to the Health Minister

11. Financial Outlook

Verbal update - The meeting previously heard that the 3 years savings package is currently being implemented for Year 1. Further reductions are needed for 2016/17 and beyond. NHS confirmed that for this year, their savings target is £24m with 2014/2015 looking to save £19-£20m.

12. Budget Statement

Noted, as at Period 3 (21 June 2013). Unallocated resources of £16,187.

13. AOCB

- *Scottish Fire & Rescue Service Strategic Plan 2013-2016* – details of the Plan were circulated at the meeting. Comments from Partners (by end September) will be welcomed and should be sent direct to strategicplan@firescotland.gov.uk. The full Plan can be accessed at www.firescotland.gov.uk/about-us/planning-performance.aspx

14. Date of next meeting - Wednesday, 11 September 2013 (9.30am) Civic Centre, Motherwell

MINUTE OF THE NORTH LANARKSHIRE PARTNERSHIP BOARD

Wednesday, 11 September 2013

Present:	Cllr Jim Smith	North Lanarkshire Council
	Gavin Whitefield	North Lanarkshire Council
	Ian Ross	NHS Lanarkshire
	Neena Mahal	NHS Lanarkshire
	Stephen Kerr	NHS Lanarkshire
	Catriona Lindsay	Jobcentre Plus
	June Vallance	Voluntary Action North Lanarkshire
	John Miller	Scottish Fire & Rescue
	Nelson Telfer	Police Scotland
	Laura Mackay	Police Scotland/NLC
	Eleanor Craig	Scottish Fire & Rescue
	Marlene Crawford	Skills Development Scotland
	Martin McGuire	Motherwell College
	Shirley Linton	North Lanarkshire Council
	Jonathan Smith	North Lanarkshire Council
	Linda Johnston	North Lanarkshire Council
	John Campbell	North Lanarkshire Council
	Councillor David Fagan	North Lanarkshire Council
	Councillor Kaye Harmon	North Lanarkshire Council
	Councillor Paul Welsh	North Lanarkshire Council
	Stephen Fraser	North Lanarkshire Council
	Anne Donaldson	North Lanarkshire Council
	Fiona Swift	North Lanarkshire Council
Apologies	Cllr Jim McCabe	North Lanarkshire Council
	Pauline Nicholas	North Lanarkshire Council
	Brian Hughes	Scottish Fire & Rescue
	Francis Fallan	Voluntary Action North Lanarkshire
	Colin Sloey	NHS Lanarkshire
	Andrew Scott	Scottish Government
	Alison Loveday	Scottish Enterprise
	Allan McQuade	Scottish Enterprise

1. **Apologies** – noted above
2. **Minute of previous meeting (17 July)** - agreed
3. **Matters arising** – none
4. **Transport Outcomes presentation – Strathclyde Partnership for Transport**

Bruce Kiloh, Head of Policy & Planning, SPT, summarised the public transport services made available by SPT across North Lanarkshire and also the capital investment input during 2010/11 and 2012/13.

- My Bus – has seen 85,000 journeys in 2012 (an increase of 9% on 2011)
- £5.4m worth of projects across North Lanarkshire
- Regional projects totalling £41m have benefited North Lanarkshire residents
- SPT manage 349 school contracts
- Savings on rail/subway travel for North Lanarkshire residents in excess of £660,000

The meeting also heard of the shared priorities of the Council and SPT, i.e.

- Improve access to all town centres
- Park and ride development
- Improve cycle routes (Airdrie and M8/A8 areas)
- A71 route improvements
- Supporting the regeneration of the Ravenscraig site
- Supporting improvements to all rail in North Lanarkshire

Full details of the preparations for the North Lanarkshire Transport Outcome Report (TOR) 2013/2014 are contained in the Board report.

The Board noted the content of the detailed report and the informative presentation.

5. Skills Development Scotland presentation

Marlene Crawford, Head of Region, Skills Development Scotland (SDS) , provided an overview on the work of the organisation. The meeting heard that SDS is the national skills body supporting the people and businesses of Scotland to develop and apply their skills.

SDS was formed in 2008 as a non-departmental public body, bringing together careers, skills, training and funding services.

SDS plays a key role in driving the success of Scotland's economic future, working with partners to:

- Support individuals to reach their potential
- Help make skills work for employers
- Improve the skills and learning system.

Details of school leaver destinations 2011-2012 were provided. The meeting heard that the School Leaver Destination Return (SLDR) is a statistical return undertaken by SDS on behalf of the Scottish Government. The cohort is young people who left school, for example, between August 2012 and July 2013. SDS follow up leavers to confirm their destinations.

Partners are encouraged to access the following websites for full details of the work of SDS –

www.skillsdevelopmentscotland.co.uk

www.Myworldofwork.co.uk

The Chair thanked Marlene for this presentation and wished her well in her forthcoming retirement.

6. Public Service Improvement (PSIF) Framework – Scottish Fire & Rescue Service

Eleanor Craig, Scottish Fire & Rescue Service (SFRS), provided details of the proposed self assessment plans by the SFRS using the Public Service Improvement Framework (PSIF). The service will “*highlight the importance of local partnerships in service delivery and enhance organisational learning from self assessment by undertaking a pilot to engage key partners in the self assessment process*”

The outcomes of this process will be notified to the NLP Board at its next meeting in December 2013.

Meantime, the following timeframe was noted –

8-10 Oct	SFRS will undertake internal self assessment
23 Oct	SFRS will lead an external self assessment with key partners from the Community Safety Partnership
4 Dec	Findings of the external self assessment presented to the NLP Board
December (t/b/c/)	Findings from internal and external self assessment will be used to draft an improvement plan for the SFRS North Lanarkshire

The Board noted the content of the report and approved involvement in the SFRS self assessment pilot

7. Third Sector update (June Vallance)

- **Lone Parents** – this is a new project funded through the Big Lottery and aims to support lone parents back to work through personal development programmes, training or access to education and volunteering opportunities. Access will be available for childcare, finance support and advice on sustaining employment. Full details of this project are contained in the report appendix. Partners involved in the project include – Routes to Work, Greater Easterhouse Money Advice Project; One Parent Families Scotland, Circle, VANL, North Lanarkshire Council and Jobcentre Plus
- **Third sector representation at LAPs** – During July/August, the newly appointed voluntary sector representatives attended each of the six Local Area Partnership meetings. Positive feedback has been received. Arrangements to appoint substitutes are currently taking place and are expected to be in place for the next cycle of the LAP meetings (October 2013).
- **Third Sector locality network events** – The autumn cycle of locality network events is underway with 200 organisations due to attend. Agenda topics include –
 - Local sectoral update
 - Input from the LAP representative and the Local Regeneration Manager
 - Information on local and national aspects.

NLP Partners are welcome to attend the events.

8. Craigneuk area – Scottish Index of Multiple Deprivation (SIMD) (Jonathan Smith)

The Board received an update on progress in addressing the needs of the Craigneuk area of Wishaw resulting from the 2012 SIMD indicators. The report provides an initial analysis of the evidence base picking out some of the key contextual factors which have resulted in the picture of relative decline in the area. Following a meeting between members of the Board and the Motherwell Local Area Team in late August, some key developments include –

- the establishment of an “Estate Team” in order to develop a coherent partnership approach to dealing with the problems in the area and involving managers and local area officers with a responsibility for the area
- the development of a clear working relationship with recognised groups including Craigneuk & Wishawhill Positive Action Group and the wider community including the proposal to carry out a detailed survey of as many households as possible
- the development of an Action Plan based on the outcome of the survey

The Board noted the content of the report and agreed to support the work of the Estate Team in developing the Action Plan; will support the series of community engagement events; will receive future reports on progress in addressing inequalities in the Craigneuk area.

9. North Lanarkshire Community Plan (Single Outcome Agreement) (Linda Johnston)

The Board was reminded of the meeting which took place on 18 June 2013 regarding the Quality Assurance for the NL Community Plan (SOA). Key strengths and development areas were identified at this meeting. Clear processes have been identified to take forward the work associated with each of the development areas, i.e.

- Development of 3 year targets across the CP (SOA) will be taken forward by the themed partnership groups responsible for each target
- The remaining development areas have been incorporated into the work of the Developing the Partnership Group with

Following the initial Quality Assurance meeting, an approval letter was received from the Minister for Local Government and Planning, Derek Mackay, which confirmed that the Community Plan/SOA had been signed off (*full details in Appendix 1 of the Board report*).

The Board noted the content of the report; noted the approval of the Community Plan(SOA) and agreed the next steps for the development areas.

10. Economic update - (Stephen Fraser)

Employment – The annual population survey conducted between April 2012 and March 2013 shows that 79.7% of North Lanarkshire residents are considered to be “economically active” (an estimated 168,700 residents). This figure is slightly above the Scottish average of 76.9%.

Unemployment – Between June - July 2013 the unemployment figure increased by 194 (1.8%) which may be attributed to school/college leavers being available for work. It was noted that this is the lowest July figure in the last 3 years.

Job Seekers Allowance - the number of claimants (18-24 years) dropped by 220 (6.3%) to 3,300 over the 3 year period to July 2013. However, the overall number of JSA claimants rose by 82.6% over the same period.

The Board noted the content of the report

11. Financial Outlook update - (Gavin Whitefield)

All partners now have plans in place for the next 3 years. The Cabinet Secretary for Finance, John Swinney, will announce later today (11 Sep) the budgets expected by local authorities although no significant changes are expected.

12. Welfare Reform update - (John Campbell)

- **Communications** – the “Your Money” publicity campaign continues. Leaflets and contact cards have been distributed throughout North Lanarkshire with the website already receiving 6,000 “hits”.
- **Universal Credit (UC) Pilot** – 78 claimants are currently affected by the benefit cap and have received money and budgeting advice; referred to the employability service and/or received guidance on the use of on-line services
- **Benefit Cap** – All affected households have received correspondence and offered advice from the Financial Inclusion Team.
- **Under Occupancy Rule** – 2,500 home visits have been carried out to those affected by the 25% and 14% reduction in housing benefit.
- **Housing Services** – rent arrears have increased significantly – 46% - since March 2013 due to the benefit changes, HSMS issues and the introduction of the court Pre-Action Requirements.
- **Discretionary Housing Payments (DHPs)** - £374,676 was awarded to NLC for 2013/14 (previous year this figure was £163,264).
- **First Stop Shops** – There has been a 20% increase in customer contact to the First Stop Shops which, although not wholly contributable to the welfare reform, it is recognised that it is unlikely this is not a main reason for the increase in contact with First Stop Shops. ***(John Campbell will provide details on the areas which have seen an increase in contact with FSS)***

- **Digital Inclusion (welfare Reform)** - It was noted that applications for Universal Credit are carried out on-line and that this can take claimants up to 90 minutes to complete. A working group has been set up to develop a North Lanarkshire digital inclusion policy with a view to providing easily accessible information.

The Board noted the content of the report and agreed that the report will be circulated to all elected members for information.

13. Alcohol and Drugs Partnership (ADP) Annual Report - (Stephen Kerr)

This item has been continued to the next meeting of the Board where the ADP Coordinator will provide a full presentation on the Annual Report with emphasis on its key priorities for 2013-2014.

14. Budget Statement

Noted as at period 5 (16 August 2013). Unallocated resources of £16,187

15. Continuous Improvement Development Session – Strategic Leadership (briefing note) (Anne Donaldson)

The meeting heard that a development session has been scheduled for 18 September, 2.30pm, Civic Centre, Motherwell for members of the North Lanarkshire Children's Services Partnership, the NLP and Chief Officers Integrated Children's Services and Public Protection Group. The purpose of this session is to –

- Update on the revised draft quality indicators "*how well are we improving the lives of children and young people*" (published by the Care Inspectorate)
- Allow participants to carry out a self-evaluation using Quality Indicator 9 "*How good is our leadership*"

The development session will be facilitated by a member of the Children's Services Quality Improvement Group. Participants will be separated into 4 working groups each looking at a quality indicator and evaluate their collective leadership against the "very good" illustration for that quality indicator.

Board members are requested to confirm attendance at the 18 September development session by contacting Fiona McCaskill on 01698 452859 or email McCaskillF@northlan.gov.uk

16. AOCB

- *Early Years Collaborative report* - (Anne Donaldson)

At its meeting on 17 July 2013, the NLP Board agreed that the Children's Services Partnership would oversee the work of the newly formed Early Year's Collaborative group which will report to the community planning partnership. The Board was updated on progress regarding North Lanarkshire's Early Years Collaborative (EY Collaborative). The new EY Collaborative comprises 10 members across NLC, VANL, Police and NHS (known as the "Home Team").

A further 10 CPP members are invited to make up what will be known as North Lanarkshire's "Away Team". Appropriate nominations should be forwarded to Lynne Easton (eastonl@northlan.gov.uk)

A Learning Session of the EY Collaborative has been scheduled to take place on 29 and 30 October at the SECC, Glasgow.

- *NLP Board meetings 2014* - Dates circulated for noting

17. Date of next meeting - Wednesday, 4 December 2013 (9.30am) Civic Centre, Motherwell