



Glasgow Community Planning Partnership

Calton Area Partnership

Report by Executive Director of Corporate Services

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Item 1

1st May 2013

COMMUNITY PLANNING PARTNERSHIP GOVERNANCE FRAMEWORK

Purpose of Report:

To advise the Area Partnership of the Community Planning Partnership Governance Framework.

Recommendations:

The Area Partnership is asked to note:

- (1) the introduction of the new Community Planning structures;
- (2) the Terms of Reference for the Area Partnership;
- (3) the Governance Framework (Appendix 1) and members' responsibility to read it and ask for advice if required;
- (4) that a process of agenda setting will take place through the creation of a workplan informed by the Strategic Board and Sector Partnership;
- (5) that development sessions will be arranged throughout the year to support members; and
- (6) the membership of the Area Partnership.

Ward No(s): 9

Citywide:

Local member(s) advised: Yes No consulted: Yes No

PLEASE NOTE THE FOLLOWING:

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1. Background

At the meeting of Glasgow City Council’s Executive Committee on 27th September 2012 approval was given to replace the 10 Local Community Planning Partnerships and 21 Glasgow City Council Area Committees that had existed in the city with a revised integrated structure for Community Planning.

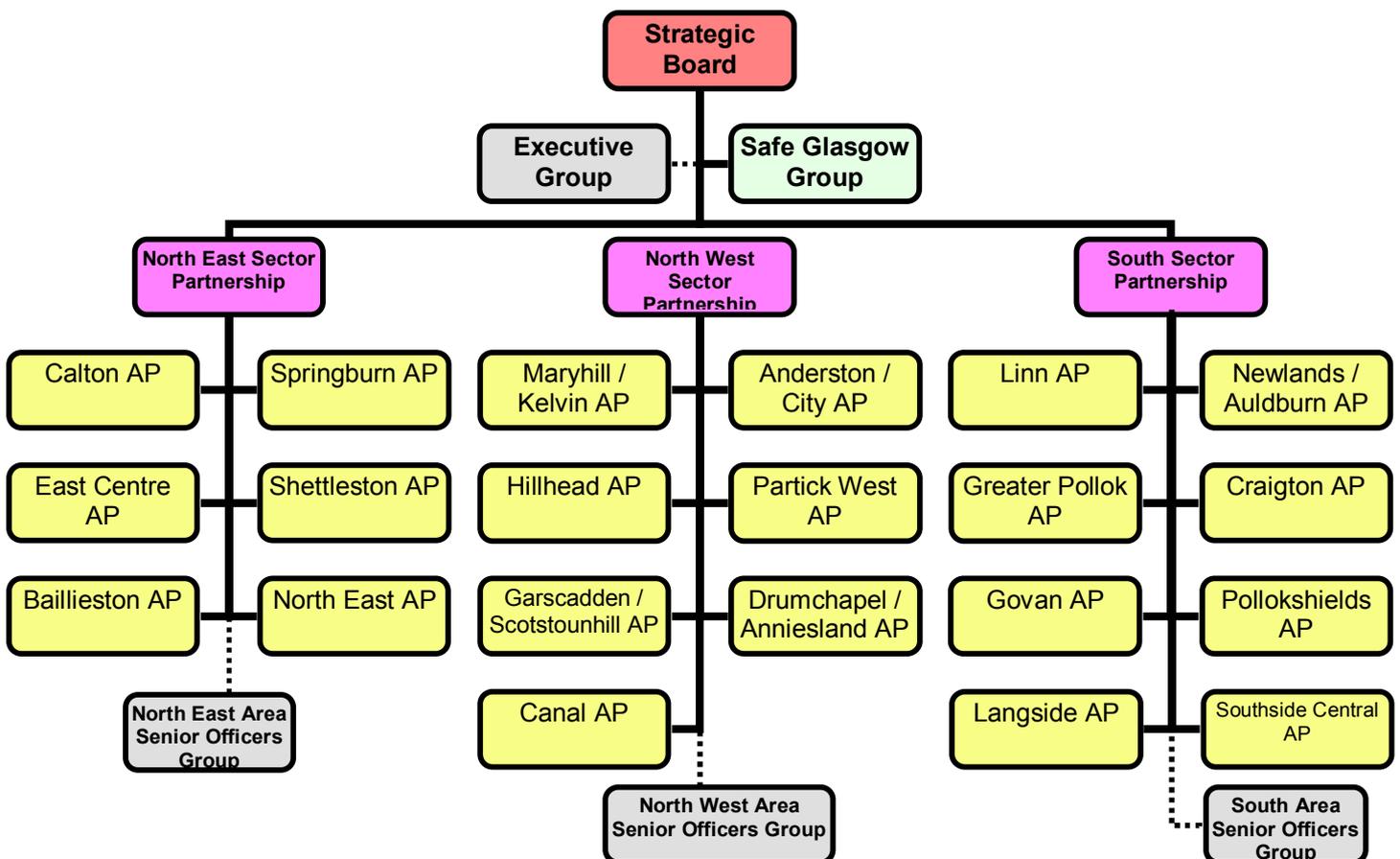
As of the 1st April 2013, new structures were introduced to support the delivery of effective Community Planning in Glasgow. The structures have evolved as Community Planning in the city has developed and will continue to do so, as appropriate, to ensure work is carried out efficiently and effectively. A reporting process has been established to ensure that decisions are made at the appropriate level and that clear channels of communications are in place between the various structures.

The structures will be headed at a city wide level by the Glasgow Community Planning Partnership Strategic Board, supported by the Executive Group of senior officers.

Below the Strategic Board will sit the Safe Glasgow Group, which is a citywide group set up to scrutinise the new arrangements for Police and Fire & Rescue Services in Scotland.

Also reporting to the Strategic Board will be 3 Sector Community Planning Partnerships covering the 3 strategic planning areas in the city, which are supported by 3 Area Senior Officers Groups (ASOGs). Below this, and reporting to the Sector Partnerships, sit the 21 Area Partnerships covering the 21 electoral wards in the city.

The structures and reporting lines are illustrated in the diagram below.



2. Governance Framework

Community Planning is about the structure, processes and behaviours necessary to ensure that organisations work together and with communities to improve the quality of peoples' lives, through more effective, joined up and appropriate delivery of services.

The requirement to deliver Community Planning is set out within the Local Government Scotland Act 2003:

<http://www.scotland.gov.uk/Publications/2004/04/19168/35271>

In order to ensure a consistent approach to the governance and operation of the new Community Planning structures, the Glasgow Community Planning Partnership has established a revised governance framework.

A copy of the governance framework is attached as Appendix 1. Copies are also available from Corporate Services on request or can be downloaded from the Glasgow Community Planning Partnership web site.

The framework details rules of governance, which set out clear procedures in relation to a broad range of issues, including:

- Terms of reference
- Composition and Membership;
- Quorum;
- Working Arrangements;
- Frequency of Meetings; and
- Partnership Support.

The Governance Framework also identifies a range of behaviours that are expected of members of Community Planning structures to ensure effective partnership working can take place. These are noted in Section 4 of the Governance Framework, which deals with role profiles.

Members are advised that a programme of support and development sessions will be implemented throughout the year ahead to ensure that all members have a clear understanding of the roles and responsibilities of the new Community Planning structures and the implications of the associated Governance Framework.

As a starting point, this report has been produced to highlight key issues to inform discussion at the inaugural meeting of each Area Partnership.

3. Area Partnership – Terms of Reference

Section 5.5 of the Governance Framework notes the terms of reference for the Area Partnership as follows:

- (1) To review and influence the operational progress made at an electoral ward level towards implementing the strategic priorities of the Glasgow Community Planning Partnership (GCPP) and Glasgow City Council (GCC), including those identified in the Single Outcome Agreement, Sector implementation plan and Sector investment strategy.
- (2) To provide feedback to the Sector Community Planning Partnership on the priorities of the Sector implementation plan and investment strategy.
- (3) To receive reports and feedback from appropriate partners and structures on the implementation of the strategic priorities of the GCPP and GCC at an electoral ward level.
- (4) To co-ordinate the development and implementation of electoral ward level Neighbourhood Management action plans which respond to local needs and opportunities.
- (5) To contribute to consultations and discussions on future plans and proposals relevant to the electoral ward.
- (6) To provide opportunities for communities to engage with the local community planning process.
- (7) To oversee an area grants process, as part of the Integrated Grants Fund, ensuring that it is consistent with the priorities of the GCPP, GCC, Sector implementation plan and Sector investment strategy.

The themes contained within the terms of reference will require further discussion and consideration by the Area Partnership over future meeting cycles, where a process of agenda setting will take place through the creation of a workplan informed by the Strategic Board and Sector Partnerships.

4. Membership

The Area Partnerships will have a maximum membership of 15. The membership, in addition to elected members and community residents, will also now include a number of external partner bodies. Furthermore, the Area Partnerships will differ from the Area Committees in that they are an integral part of the Community Planning Partnership structures, as distinct from being Council committees.

Section 6.8 of the Governance Framework confirms that the membership of the Area Partnership will comprise of the following:

- (a) All elected members of Glasgow City Council from within the local electoral ward, one of whom shall chair the Partnership, as determined by the Council.

- (b) No less than 4 and no more than 6 community residents from appropriate local community networks to be appointed in accordance with arrangements to be approved by the Strategic Board. In the first instance all community councils with at least 50% of their electorate contained in each relevant Area Partnership area will be given an automatic place, provided that they meet the appropriate qualifying criteria following a fitness for purpose assessment to ensure their competence and capability to participate in the new structures.

In the event that any community council which meets the qualifying criteria has less than 50% of its electorate in one of the Area Partnership areas, the Community Council shall be invited to determine on which Area Partnership it wishes to be represented, subject to the provision that the Community Council must be able to demonstrate the rationale for its choice. The choice of Area Partnership, once agreed, shall not be revised for the remainder of the Council term. Where there are insufficient Community Councils, discussions will be held at a Partnership meeting on the appointment of representatives from alternative community organisations.

- (c) One member from each of the following Partners:-

- Scottish Police Service
- Scottish Fire & Rescue Service
- NHS Greater Glasgow & Clyde (Glasgow CHP)

Members are advised that there is provision within the Governance Framework for the partner bodies and community residents' groups to appoint a named substitute to attend and participate in decision-making at meetings of the Area Partnership at which that body's appointed member is not present. Please note that this arrangement does not apply to elected members from Glasgow City Council.

The membership of the East Centre Area Partnership comprises of the following named members and substitutes:

Member	Substitute	Nominating Body
Councillor George Redmond (Chair)	N/A	Glasgow City Council
Councillor Yvonne Kucuk	N/A	Glasgow City Council
Councillor Alison Thewliss	N/A	Glasgow City Council
James Smith		Bridgeton & Dalmarnock Community Council
tbc		Calton Community Council
John Ferguson	Emeka Prince Ikemere	Parkhead Community Council
		Community Resident
		Community Resident
		Community Resident
Douglas O'Malley		Glasgow CHP (North East Sector)
Thomas Keay		Scottish Fire & Rescue Service
Inspector Danny Hamilton	Sgt. Jim McGinty	Scottish Police Service

5. Quorum

Meetings of the Glasgow Community Planning Partnership bodies will not take place unless a quorum is achieved.

In the case of the Area Partnership, the quorum requirement is for one quarter of the membership of the Partnership, which must include a minimum of 2 elected members appointed by Glasgow City Council.

6. Working Arrangements

The Area Partnership will use its best efforts to operate by broad consensus; should broad consensus on any issue not be achievable, decisions will be made by a vote with all members having an equal vote.

Whilst further information on the working and voting arrangements are detailed in section 9 of the Governance Framework, members are advised that in the event of decisions being made by a vote, the support of at least two-thirds of the members present is required.

7. Frequency of Meetings

The Governance Framework proposes that the Area Partnership should meet a minimum of 6 times in the year ahead. The proposed schedule of meetings is based on a 6 weekly cycle and is as follows:

Wednesday 12 June 2013
Wednesday 28 August 2013
Wednesday 9 October 2013
Wednesday 27 November 2013
Wednesday 5 February 2014
Wednesday 19 March 2014

The Area Partnership members are able to alter this schedule to accommodate either different days or times for meetings to take place.

In addition, consideration can also be given to altering the venues for meetings. Accordingly, members may wish to consider using more localised venues for meetings. It is recommended that Council, or Council-managed premises are used in order to minimise costs.

8. Code of Conduct

Members are asked to note that the Governance Framework also contains a Code of Conduct. The introduction of the Code advises that the Scottish public has a high expectation of those who serve on the boards of public bodies and Partnerships and the way in which they should conduct themselves in undertaking their duties.

As a member of the Glasgow Community Planning Partnership, it is each individual's responsibility to make sure that they are familiar with, and that their actions comply

with, the provisions of this Code of Conduct. It is therefore recommended that each member of the Area Partnership familiarise themselves with the Code.

The Conflicts and Declaration of Interest rules (section 5 of the Code of Conduct) set out criteria for identifying any potential conflicts of interest and the procedures that are in place to minimise the risk of decision-making being distorted – or being seen to be distorted – through conflicts of interest. All members are expected to adhere to both the letter and spirit of this policy.

As part of their responsibility for servicing and supporting the Community Planning structures, Glasgow City Council staff will maintain a register of Area Partnership members' interests drawn up on the basis of notifications provided by Partnership members.

Each of the members of the Partnership will be expected to ensure that the entries against his/her name in that register are at all times accurate, comprehensive and up-to-date.

Work will be progressed on the development of the Register of Interests following the Area Partnership meeting. The finalised register will be presented to the Area Partnership for noting at a future meeting.

9. Service Implications

Financial: None

Legal: None

Personnel: None

Service Plan: None

Environmental: None

Sustainable Procurement and Article 19: None

10. Recommendations

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