**1. Purpose**

To provide collective governance of the Community Solutions Programme on behalf of Health and Social Care NL.

**2. Status and Remit**

2.1 The CSGG is a sub-group of HSCNL and reports to Senior Management; Strategic Leadership Team; IJB and sub-groups as required.

2.2 To support development, delivery, review and reporting of Community Solutions Strategy and Investment Plan 2022-25 including support for the following:

* planning and agreement of Community Solutions funding schemes
* financial planning for the Community Solutions programme
* monitoring and reviewing delivery to inform improvements
* communication and reporting to HSCNL and other stakeholders

**3. Members**

|  |  |  |
| --- | --- | --- |
| **Representing** | **Current** | **Substitute**  (If possible. If a member cant a attend they are encouraged to send comments to NB in advance of the meeting) |
| Children & Families Health (NHS Lanarkshire) | Victoria Causer | If possible |
| HSCNL: Health | Louise Lawrie | If possible |
| HSCNL: Health Improvement | Vicki Trim | Colin Anderson |
| HSCNL: Social work - Quality Assurance | Paul Callaghan | Maria Williamson/Patricia Kearns |
| Independent Sector | Patricia Chalmers | Bernie Campbell |
| NLC Education and Families | Andrew Gillies | tbc |
| NL Carers Network | Colin Smith | Carolanne Christie |
| NLC Community Planning | Peter McNally | Leanne Pollock/Matt Costello |
| NLC Active and Creative Communities | Heather Liddle | Tbc |
| Partnership for Change | Thomas Moan | Tbc |
| VANL  Trustee  CEO | Monica-Rose Crone  Maddy Halliday | Colin Macfarlane  Kirsty Struthers |

**4. Meetings**

**4.1 Frequency:** at least quarterly

**4.2 Quorum**

The meeting requires attendance of 5 members. Decisions are made with approval of the majority present.

**4.3 Chair:** rotating amongst members with default CEO, VANL

**5.** **Conflict of interests**

Conflicts or perceived conflicts of interest (whether of a financial or non-financial nature) are those, that could influence or undermine the objectivity, impartiality, and/or integrity of the CSGG, as well as an individual member.

CSGG members represent key partner organisations and stakeholders within North Lanarkshire and working collaboratively is a fundamental aspect of the Community Solutions approach. Although conflict of interests should be avoided, this may not always be possible due members’ varying roles and connections.

Every CSGG meeting will have a standing item for declaration of interests. When a conflict or perceived conflict of interest arises, this must be acknowledged, disclosed, and appropriately managed depending on the topics under discussion.

Where a conflict of interest is declared or established, the member may be asked to withdraw from the meeting while the relevant topic is being discussed. The member will not be part of decision-making for that issue.

Declared or established conflict of interests will be recorded in the minute of the meeting, including the whether the relevant member was part of the discussion or not.

**6. Convenor and Meeting Support**

6.1 VANL CEO and Senior Manager Community Solutions convene and support CSGG meetings. This includes scheduling meetings; preparing and circulating agendas, papers and minutes.

6.2 Papers for meetings are issued at least a week before the meeting date.

6.3 Draft minutes are circulated within a month of the previous meeting date and then included in the agenda of the following meeting for review and approval.

**7. Accountability and Reporting**

**7.1 HSCNL**

7.1.1. Some members of CSGG are members of HSCNL Strategic Leadership Team (SLT) and provide updates to SLT on behalf of CSGG as required.

7.1.2 VANL’s CEO is a member of the IJB and provides updates as needed.

7.1.3 Programme six-monthly progress reports and Annual Impact and Learning Reports are also presented to SLT and IJB by VANL’s CEO.

7.1.4 The Community Solutions Strategy and Investment Plan is developed jointly with SLT and approved by the IJB.

7.1.5 Major CS programme developments are jointly developed with relevant HSCNL colleagues, including senior management.

**7.2 CS NL-wide Consortium**

7.2.1 The CS programme is jointly developed with members of the CS NL-wide Consortium (as well as other stakeholders).

7.2.2 The NL-wide consortium is convened and chaired by the Senior Manager, Community Solutions Programme and its membership is as follows:

* Carer and service user representatives
* Lead officer for the six CS Locality Host Organisation (on behalf of six locality consortia)
* Thematic leads (to be reviewed)
* Social Work Senior Officer, HSCNL

7.2.3 The minutes of CSGG meetings are shared with the NL-wide Consortium and minutes of the NL-wide Consortium are shared with the CSGG.

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