

# North Lanarkshire Council Report

## Council

Does this report require to be approved?

☒ Yes ☐ No

Ref

Date

28/03/24

## Scheme of Administration – management and oversight of community, cultural and sports facilities

**From** A Aitken, Chief Officer (Legal and Democratic)

**E-mail** rosean@northlan.gov.uk

**Telephone** 07951 409714

### Executive Summary

The purpose of this report is to seek approval to amend the Scheme of Administration to reflect the organisational and structure changes agreed by the Policy and Strategy Committee at its meeting on 7 December 2023, and to streamline the oversight for Active and Creative Communities under the remit of a single committee.

### Recommendations

It is recommended that the Scheme of Administration be amended to transfer the three delegations (listed in paragraph 2.3), which currently sit within the Education, Children and Families Committee, to the Communities Committee (with the exception of the educational establishment element of remit 25 which shall remain as is).

### The Plan for North Lanarkshire

Priority	Enhance participation, capacity, and empowerment across our communities
Ambition statement	(24) Review and design services around people, communities, and shared resources
Programme of Work	All Programmes of Work

#### 1. Background

- 1.1 At its meeting held on 7 December 2023, the Policy and Strategy Committee agreed the terms of a report entitled “One Place One Plan – annual governance update”. The terms of this report included the relocation of some of the Council’s business functions.

## **2. Report**

2.1 The Scheme of Administration (the Scheme), which is the document that details the democratic decision-making structure, has, traditionally, reflected the organisational structure and, where business functions have moved between Services, and where these Services report to different Committees, the Scheme has been amended accordingly.

2.2 During preparation for the report to the Policy and Strategy Committee, as detailed above, it became obvious that responsibility for oversight and management of community, cultural and sporting facilities was dispersed across two committees, namely Education, Children and Families Committee and Communities Committee.

2.3 Currently, the Scheme lists the following remits against each Committee:-

### **Education, Children and Families Committee**

- (25) To secure arrangements for the programme of building educational establishments, community and sports facilities within the framework of the overall aims of the Council and within the allocation of resources of the Council for such purposes.
- (28) To oversee arrangements for the community use of Council property, including education operational property.
- (29) To consider the appointment of any body to manage and supervise a community and learning centre.

### **Communities Committee**

- (21) To oversee the management and performance of the sports, recreational, leisure and cultural facilities within the Council's control in terms of previously approved budgets.
- (25) To oversee the provision of sports, recreational and leisure facilities including libraries, museums and art galleries and other cultural facilities, and to co-ordinate and oversee the activities of the Council with regard to the direct provision of festivals and other forms of entertainment.
- (28) To make and review management rules relating to sports, recreational and leisure facilities provided by the Council.
- (30) To oversee the provision of community facilities including halls and community centres

2.4 This report seeks authority to amend the Scheme to bring these functions together to enable oversight and scrutiny by a single committee of the Council. It is proposed that the Scheme be amended to transfer the three delegations (listed above) which currently sit within the Education, Children and Families Committee to the Communities Committee (with the exception of the educational establishment element of remit 25 which shall remain as is).

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**3. Measures of success**

- 3.1 To enable more effective oversight and scrutiny of the business function by bringing responsibility under the remit of a single committee.
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**4. Supporting documentation**

None



**A Aitken**  
**Chief Officer (Legal and Democratic)**

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## 5. Impacts

<b>5.1 Public Sector Equality Duty and Fairer Scotland Duty</b> Does the report contain information that has an impact as a result of the Public Sector Equality Duty and/or Fairer Scotland Duty? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please provide a brief summary of the impact?  If Yes, has an assessment been carried out and published on the council's website? <a href="https://www.northlanarkshire.gov.uk/your-community/equalities/equality-and-fairer-scotland-duty-impact-assessments">https://www.northlanarkshire.gov.uk/your-community/equalities/equality-and-fairer-scotland-duty-impact-assessments</a> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>5.2 Financial impact</b> Does the report contain any financial impacts? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, have all relevant financial impacts been discussed and agreed with Finance? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact?
<b>5.3 HR policy impact</b> Does the report contain any HR policy or procedure impacts? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, have all relevant HR impacts been discussed and agreed with People Resources? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact?
<b>5.4 Legal impact</b> Does the report contain any legal impacts (such as general legal matters, statutory considerations (including employment law considerations), or new legislation)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, have all relevant legal impacts been discussed and agreed with Legal and Democratic? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact?
<b>5.5 Data protection impact</b> Does the report / project / practice contain or involve the processing of personal data? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, is the processing of this personal data likely to result in a high risk to the data subject? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, has a Data Protection Impact Assessment (DPIA) been carried out and e-mailed to <a href="mailto:dataprotection@northlan.gov.uk">dataprotection@northlan.gov.uk</a> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>5.6 Technology / Digital impact</b> Does the report contain information that has an impact on either technology, digital transformation, service redesign / business change processes, data management, or connectivity / broadband / Wi-Fi? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please provide a brief summary of the impact?

	<p>Where the impact identifies a requirement for significant technology change, has an assessment been carried out (or is scheduled to be carried out) by the Enterprise Architecture Governance Group (EAGG)?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<b>5.7</b>	<p><b>Environmental / Carbon impact</b></p> <p>Does the report / project / practice contain information that has an impact on any environmental or carbon matters?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the impact?</p>
<b>5.8</b>	<p><b>Communications impact</b></p> <p>Does the report contain any information that has an impact on the council's communications activities?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the impact?</p>
<b>5.9</b>	<p><b>Risk impact</b></p> <p>Is there a risk impact?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the key risks and potential impacts, highlighting where the risk(s) are assessed and recorded (e.g. Corporate or Service or Project Risk Registers), and how they are managed?</p>
<b>5.10</b>	<p><b>Armed Forces Covenant Duty</b></p> <p>Does the report require to take due regard of the Armed Forces Covenant Duty (i.e. does it relate to healthcare, housing, or education services for in-Service or ex-Service personnel, or their families, or widow(er)s)?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the provision which has been made to ensure there has been appropriate consideration of the particular needs of the Armed Forces community to make sure that they do not face disadvantage compared to other citizens in the provision of public services.</p>
<b>5.11</b>	<p><b>Children's rights and wellbeing impact</b></p> <p>Does the report contain any information regarding any council activity, service delivery, policy, or plan that has an impact on children and young people up to the age of 18, or on a specific group of these?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the impact and the provision that has been made to ensure there has been appropriate consideration of the relevant Articles from the United Nations Convention on the Rights of the Child (UNCRC).</p> <p>If Yes, has a Children's Rights and Wellbeing Impact Assessment (CRWIA) been carried out?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>