



BACKGROUND INFORMATION AND NOMINATION PAPERS FOR POTENTIAL MCN REPRESENTATIVES

Closing date for nominations: **12 noon, Tuesday 7 September 2010**



Middlesbrough Community Network
MVDA • St Mary's Centre • 82-90 Corporation Road • Middlesbrough • TS1 2RW
T: 01642 249300 • F: 01642 249600 • E: general@mvdauk.org.uk

Introduction

Middlesbrough Community Network (MCN) is inviting member organisations to put forward nominations of individuals who wish to be considered to take up the role of MCN Representative. There are currently a number of vacancies across the Middlesbrough Partnership Action Groups and other external bodies to which MCN has allocated seats and fields representatives. Please see page 6 for a full list of current vacancies.

MCN Steering Group is responsible for selecting its representatives; it will consider all nominations received by the closing date, taking into account the range of skills and knowledge needed and equality and diversity considerations. The selection process is based on the information that is provided on the MCN Nomination Form (see page 12)

MCN Steering Group will not usually select more than one representative from an organisation to be a member of any one Action Group.

The deadline for returning nomination papers is **12 noon on Tuesday 7 September 2010**. Details of where to return the form are included on the Nomination Form.

Further information

If you would like any further information about any of the opportunities available please contact the relevant member of staff:

Children and Young People's Trust ECM Theme Groups	Louise Morrison, 01642 357855 louise.morrison@mvdauk.org.uk
Environment Action Group	Vicky Browning, 01642 357852 vicky.browning@mvdauk.org.uk
Stronger Communities Group	Mark Davis, 01642 357853 mark.davis@mvdauk.org.uk
Transport Action Group	Vicky Browning, 01642 357852 vicky.browning@mvdauk.org.uk
General enquiries	Norah Sanders, 01642 803604 norah.sanders@mvdauk.org.uk

MCN representatives Training

Each year a programme of training and support is developed for MCN representatives. MCN Steering Group has recently agreed that a national training programme for VCS representatives will be implemented locally. The training - *Skilling up for Stronger Voices* focuses on:

- Roles and responsibilities of representatives
- Local democracy and partnerships (including the policy context)
- Skills for influence

The training will be available to existing and new MCN representatives and will be held over three sessions that will last approximately two hours each. The training is likely to start in October. Dates are yet to be confirmed.

In addition to the above training, there is also support available to MCN representatives from MVDA's Planning and Partnership Team.

Becoming a member of MCN

If your organisation is not a member of MCN, please contact the office on 01642 249300 or general@mvdauk.org.uk for a membership application form

Membership is open to VCOs that have the following characteristics.

- Not for profit
- Independent and autonomous
- Governed by constitution or rules
- For public benefit
- Non-partisan

If your organisation is **not currently a member of MCN** and you would like to nominate someone to act as an MCN Representative, simply complete the application form and return it at the same time as sending the Nomination Form (details of where to send the completed forms are on the bottom of each form). Applications for membership are considered at each meeting of the MCN Steering Group. If MCN Steering Group accept your application for membership, any nomination forms you submit will be considered in the same way as those received from current MCN member organisations, as long as they are received by the deadline (12 noon, Tuesday 7 September 2010).

Middlesbrough Community Network (MCN) is the organisational structure through which the voluntary and community sector (VCS) engages in Middlesbrough Partnership. Representatives from the local VCS contribute to Middlesbrough Partnership's Executive Board and Action Groups. They inform and are accountable to the wider sector through a series of themed forums. MCN activity is overseen by a steering group, which reflects the diversity of the local sector.

Core support for MCN is provided by MVDA's Planning and Partnership Team, through a small team of officers with responsibility for key themes of partnership activity, which are:

- Children and young people
- Economic development and enterprise
- Health and social care
- Safer communities
- Stronger communities

These officers also support Partnership activity directly by, for example, joint lead officer role for the Stronger Communities Action Group of Middlesbrough Partnership.

Middlesbrough Voluntary Development Agency (MVDA) is the primary infrastructure organisation for the voluntary and community sector (VCS) in Middlesbrough. It is a membership-based body, registered as a charity and a company limited by guarantee, with a board of trustees/directors, elected by the members.

MVDA's role is to support, promote and develop local voluntary and community action, and we do this in a range of ways:

- We offer practical support to the VCS, including help with constitutions, policies, planning and funding. We run training and provide access to relevant information and resources, including provision of a quarterly newsletter.
- We run Middlesbrough Volunteer Centre, which promotes volunteering, matches potential volunteers with appropriate volunteering opportunities and promotes good practice in volunteer management.
- We support the sector to engage at a strategic level, particularly in our role as Responsible Body for Middlesbrough Community Network, the organisational structure through which the VCS engages in the Local Strategic Partnership.
- We also run other projects and services, including a post dedicated to promoting the inclusion of Middlesbrough's lesbian, gay, bisexual and transgender community.

Middlesbrough Partnership

Local strategic partnerships (LSPs) were set up as a result of the Local Government Act 2000. Middlesbrough Partnership is the town's LSP. The Partnership is designed to co-ordinate a wide range of work across many organisations, particularly on issues that require a partnership approach.

Its major objectives are to:

- bring together the public, private and voluntary and community sectors to improve the quality of life for all who live in, work in and visit Middlesbrough;
- ensure the Sustainable Community Strategy for Middlesbrough is sustainable by working together, harnessing collective resources and building from a diverse base of representation, knowledge and expertise;
- develop and monitor the Local Area Agreement, ensuring the engagement of stakeholders;
- reduce local inequalities and create a more inclusive Middlesbrough
- 'narrow the gap' between areas in Middlesbrough, between Middlesbrough and the region, and between Middlesbrough and the rest of the country with regard to key quality of life indicators.

The Partnership restructured in October 2008 and works through the:

- Partnership Forum – an open access meeting that any member can attend;
- Partnership Executive Board – involving representatives of Middlesbrough Council (as accountable body), chairs of Action Groups and representatives of key public sector bodies, working on key strategic and partnership issues;
- Action Groups – theme-based groups that co-ordinate activity around the major themes of the Sustainable Community Strategy.

The themes of the Sustainable Community Strategy are:

- Creating Stronger Communities
- Creating Safer Communities
- Supporting Children and Young People
- Promoting Adult Health and Well-being / Tackling Exclusion and Promoting Equality
- Enhancing the Local Economy (*including Economic Vitality, Housing and Transport*)
- Securing Environmental Sustainability

The Sustainable Community Strategy provides the long-term vision for the Partnership; the Local Area Agreement includes the three-year priorities, indicators and targets. Both of these documents together provide the framework for the Middlesbrough Partnership.

ACTION GROUPS AND VCS REPRESENTATION

	Number of allocated places	Number of places occupied	Number of current vacancies
Middlesbrough Partnership	-	-	-
Middlesbrough Partnership Executive Board	2	2	0
Children and Young People's Trust Be Healthy Theme Group	4	4	0
Children and Young People's Trust Achieve Economic Well Being Theme Group	4	3	1
Children and Young People's Trust Stay Safe Theme Group	4	3	1
Children and Young People's Trust Make a Positive Contribution Theme Group	4	3	1
Economic Vitality Action Group (EVAG)	4	4	0
Environment Action Group	4	1	3
Health & Social Care Partnership	4	4	0
Middlesbrough Learning Partnership 0-8 Partnership	MCN currently fields representatives to the sub-groups of the Middlesbrough Learning Partnership (MLP). Discussions will be taking place with regards to future MCN representation on the MLP with the Action Group Chair and Lead Officer in the near future.		
Middlesbrough Learning Partnership 9-13 Partnership			
Middlesbrough Learning Partnership 14-19 Partnership			
Middlesbrough Learning Partnership Adult Learning Forum / Partnership			
Stronger Communities Action Group	4	2	2
Safer Middlesbrough Partnership	MCN is not currently recruiting representatives to this group		
Transport Action Group	4	1	3
Other	-	-	-
Tees Valley Infrastructure Consortium	1	1	0
Total number of places MCN is recruiting to:			11

In addition to the above MCN places, officers of MVDA sit on the Children and Young People's Trust Board and the Safer Middlesbrough Partnership Responsible Authorities Group.

INFORMATION ABOUT THE ACTION GROUPS

Children and Young People's Trust Every Child Matters Theme Groups

As part of the Every Child Matters: Change for Children agenda, all local authority areas were required to have Children's Trust arrangements in place by April 2008. Middlesbrough has established a Children and Young People's Trust, which is the strategic partnership responsible for improving outcomes for children and young people of the town. The Trust is also the action group of Middlesbrough Partnership with responsibility for children, young people and learning.

The arrangements in Middlesbrough include the Children and Young People's Trust Board and Executive Board that are responsible for establishing the vision for children's services in Middlesbrough, governance, pooling resources, dispute resolution, commissioning of services, and the Children and Young People's Plan. Supporting the Trust Board and Executive Board are a number of Every Child Matters Theme Groups, responsible for translating the vision into reality; developing and improving children's services; overseeing the implementation of the Children and Young People's Plan (CYPP); reviewing and monitoring performance; and agreeing targets.

The VCS has two representatives on the Trust Board. One place is occupied by MCN and one place by Middlesbrough Voluntary Development Agency (MVDA) as the local infrastructure organisation. Representation on the Executive Board is through MVDA. MCN isn't represented on the Executive Board because of the potential conflict of interest that a MCN representative might be subject to in the development of commissioning priorities. MCN is represented on each of the ECM Theme Groups.

Achieve Economic Well Being Theme Group

Number of places available: 1

The Achieve Economic Well Being (AEWB) Theme Group is responsible for the implementation and performance of the AEWB section of the CYPP.

The main outcome under AEWB is: all children and young people grow up in an environment free from the effects of poverty and go on to achieve economic independence.

The indicators of success for this outcome are: the percentage of 19 year olds who have achieved a level 2 qualification; the percentage of 19 year olds who have achieved a level 3 qualification; the percentage of children and young people living in poverty; the percentage of 16 to 18 year olds not in education, employment or training (NEET); the numbers to complete the full apprenticeship framework.

Stay Safe Theme Group

Number of places available: 1

The Stay Safe Theme Group is responsible for the implementation and performance of the priorities and indicators under the Stay Safe section of the CYPP.

The main outcome for children and young people under Stay Safe is: All children and young people are kept safe from deliberate, neglectful or accidental harm and exploitation.

The indicators of success for this outcome are: the percentage of children who have experienced bullying; hospital admissions as a result of injuries to children and young people; percentage of children becoming the subject of a Child Protection Plan for a second or subsequent time; percentage of children adopted within 12 months of being placed for adoption; and percentage of initial assessments for children's social care carried out within 7 working days of a referral.

Make a Positive Contribution Theme Group

Number of places available: 1

The Make a Positive Contribution (MAPC) Theme Group is responsible for the implementation and performance of the MAPC section of the CYPP.

The main outcome under MAPC is: all children and young people choose to engage in positive activities and behaviours and contribute to their local community.

The indicators of success for this outcome are: the percentage of 13-19 year olds participating in positive activities; the percentage of children and young people who feel their views are listened to in decisions about their local area; first time entrants to the Youth Justice System aged 10-17 years; the level of substance misuse by young people.

Environment Action Group

Number of places available: 3

The Environment Action Group is working towards improving the quality, cleanliness and safety of our public space. This will include sustainable waste management and a sustainable use of natural resources.

Transport Action Group

Number of places available: 3

The Action Group will look at ways of improving bus and train services and other forms of local transport to reduce congestion and pollution and increase safety. The Transport Action Group is also looking at how to secure better access to jobs and services, particularly for those most in need.

Stronger Communities Group

Number of places available: 2

This was established in late 2007 in response to efforts by MVDA and MCN to highlight the importance of social and community based regeneration as a counterpart to the target driven focus of the other partnership themes. This Action is responsible for a number of crosscutting themes, including:

- Promoting the inclusion of marginalised communities and encouraging community cohesion
- Developing understanding and approaches to consultation, engagement and community development
- Supporting the development of an increasingly robust, optimistic and effective voluntary and community sector (including increasing participation in volunteering)
- Promoting regeneration through cultural and arts activities

MVDA has a key role in facilitating this Action Group. It is chaired by MVDA's Chair and the Planning and Partnership Team Leader shares the role of Lead Officer with Middlesbrough Council's Voluntary Sector Liaison and Grants Manager.

ROLE TITLE:	Middlesbrough Community Network (MCN) Representative
ACCOUNTABLE TO:	The Voluntary and Community Sector (VCS) through MCN Steering Group.
ROLE PURPOSE:	To represent the views and interests of the VCS on Middlesbrough Partnership, helping to communicate information about strategic planning and partnership activity.
TERM OF OFFICE:	Representatives will serve for a period of 2 years.
TIME COMMITMENT:	Expected to be around 2 hours per week on MCN and Partnership business.

MAIN DUTIES

1.0 Partnership Meetings

- 1.1 To attend meetings of the relevant Partnership or themed group to which you have been nominated.
- 1.2 To read and understand all papers associated with the above meetings in advance.

2.0 Communication and Liaison

- 2.1 To act as the point of contact for MCN and be willing to meet with VCS groups and individuals who have an interest in your particular Partnership or themed group.
- 2.2 To attend meetings of MCN representatives as required and give an account of your contribution to the nominated partnership or themed group and feed issues identified by MCN to the partnership or themed group.
- 2.3 To feedback from meetings - a copy of the standard feedback template should be completed following all partnership or themed group meetings and returned to a member of the Network support staff in advance of MCN briefing meetings.
- 2.4 In the event that you are unable to attend a meeting, to be responsible for arranging for a substitute (usually the nominated deputy) to allow him or her to attend instead. This may be done directly or through the appropriate member of Network support staff.

- 2.5 Representatives should contact a member of the Network staff team at the earliest opportunity with any urgent matters of interest to MCN.

3.0 Support and Development

- 3.1 Support is available from dedicated Network staff. These staff should be the first point of contact for any questions or concerns.
- 3.2 To work with the Network support staff to identify support needs and be willing to participate in training activities.

Points to Note

- i) Records of attendance at Partnership or themed group meetings and MCN meetings will be kept.
- ii) MCN has a policy to cover the cost of reasonable out of pocket expenses for representatives.
- iii) Occasionally MCN representatives will be invited to attend partnership or themed group meetings because of individual expertise. It is the responsibility of the person concerned to ensure the Partnership or themed group understand you are not representing MCN.

NB. MCN Representatives Role Description is reviewed regularly.