

Note of last Improvement & Innovation Board meeting

Title: Improvement & Innovation Board
Date: Tuesday 24 January 2017
Venue: Rooms A&B, Ground Floor, Layden House, 76-86 Turnmill Street,
London, EC1M 5LG

Attendance

An attendance list is attached as **Appendix A** to this note

Item	Decisions and actions	Action
1	Declarations of Interest No declarations of interest were made.	
2	Note of the Previous Meeting The minutes of the previous meeting were agreed .	
3	Improvement and Innovation Board: Priorities Dennis Skinner (Head of Improvement) introduced the item. He explained that, subsequent to decisions made at the previous board meeting, the board priorities and Terms of Reference had been amended, the portfolio roles removed and member leads assigned to the Board's priorities. He also asked members to offer views on their improvement priorities for 2017/18. Discussion During the discussion, members reiterated the importance of effective engagement by members with the work of the board, including attending other LGA boards to monitor improvement work, communicating the LGA's improvement offer to the sector, and participating in the work of the priority member leads. Members asked to be informed of upcoming LGA board meetings and leadership programme training dates. Decisions The members;	
	<ol style="list-style-type: none">1. Agreed the Board priorities and member leads.2. Agreed the revised Terms of Reference.3. Agreed to exploit existing opportunities to engage members in the Board's work rather than appoint portfolio roles.4. Offered views on the improvement priorities for 2017/18.	

Action

Officers to provide members with information about upcoming LGA board meetings and leadership programme training dates.

4 Independent evaluation of the LGA Corporate Peer Challenge programme

Dr James Downe (Cardiff University) introduced the item. He presented the interim findings of Cardiff Business School's independent evaluation of the LGA's Corporate Peer Challenge (CPC). He highlighted the key recommendations as being;

- The need to widen and refresh the available pool of peers.
- Making sure all member peers who take part in a CPC also have one in their home councils.
- Ensuring that CPC reports are more closely aligned to verbal reports given during the process.
- Tailoring post-CPC follow ups to the needs of the council.
- The need to place greater emphasis on the impact of having a CPC, including conducting a marketing campaign feature 'impact stories' from participating councils.
- Asking councils who have received a CPC to provide evidence of the impact the process has had on them.
- Placing greater emphasis on sharing the good practice highlighted by the CPC across the sector.
- Developing a strong narrative which communicated the value and importance of all authorities having a CPC.
- Continuing to plan ahead to ensure that CPCs are flexible enough to deal with future changes.

Discussion

In the ensuing discussion, members raised the following points;

- The importance of the CPC not being seen as an 'inspectorate'.
- The balance between containing all the feedback given to a council in the final report, and having that report published.
- The need to communicate the importance of CPCs through various channels, including political members, senior officers, LGA principle advisers and media. This is especially true of those authorities who as of yet have not received a CPC.

Decisions

The members;

1. **Noted** the interim evaluation items presented.
2. **Noted** that a final evaluation report will be available in due course.
3. **Requested** that the final findings be circulated to the Board as soon as they are published, and that they are reported at the next Board meeting.

Actions

Officers to;

1. **Distribute** the final findings of the evaluation when they are published.
2. **Submit** a report on the findings to the next Board meeting.

5 Highlighting Leadership offer: 2016/17

Cllr Judi Billing (Deputy Chair) introduced the report. She provided an overview of the programmes currently offered and highlighted the usefulness of the impact evaluation included in the report.

Discussion

Members raised the following points;

- The importance of developing new thinking and listening skills through the programme.
- The importance of demonstrating the leadership programme's value for money to DCLG and its uniqueness in the sector.
- The need for the LGA's leadership offer to skill both politicians and officers in the sector.
- The importance of targeting the 'national graduate development programme' to the sector's needs and exploring opportunities for collaboration with other organisations in its delivery.

Members requested the following items;

- That the table of bookings for the leadership programme to include key performance indicators and a percentage figure for uptake as compared to number of councillors in a region.
- That officers explore ways to reduce the number of ngdp alumni for whom we do not know their profession.
- That officers provide the lead members with a monitoring report for IDeA expenditure.

Decision

Members **noted** the contents of the report.

Actions

Officers to;

- **Add** percentage figures for uptake when submitting future reports on the leadership programme.
- **Explore** ways to improve our monitoring of ngdp alumni's professions.
- **Provide** lead members with updated financial report at the next lead members meeting.

6 Managing member peers

Angela Page (Head of the Conservative Group Office) introduced the item. She explained that recently undergone a review of the member peer management procedure, as per the directions from the previous board meeting.

She explained that the process for managing member peers differed for every political group and briefly described the approaches. She identified a common lack of feedback on the performance of peers between all groups. She also explained that the Conservative Group was currently working with Cllr Glen Sanderson (National Lead Member Peer) to improve these feedback mechanisms.

Discussion

Members discussed the following issues;

- The need to formalise feedback mechanisms for the peer review process, including the performance of the peer review team. The feedback should be fed through the corporate peer challenge team and the group offices at the LGA. It could also include follow ups conducted by the Principle Advisers.
- The importance of supporting member peers in their continuous personal development through formalised training as well as the feedback provided above.
- The possibility of refreshing the training provided to the existing member peer pool.
- The importance of developing a mechanism to demonstrate the value (both financial and more broadly) of the corporate peer challenge programme to DCLG.

Decisions

Members;

1. **Noted** the approaches for managing peers adopted by the Group Offices.
2. **Advised** officers to consider formal performance management processes to be carried out in conjunction between the group offices and the corporate peer challenge team.

Action

Officer to **proceed** with the development of a formalised performance management process, including the retraining of the existing member peer pool.

7 #NewConversations: Engaging effectively with communities

Cllr Judi Billing (Vice Chair) introduced the item, outlining the development and launch of a new resource designed to assist councils engaging and consulting effectively with their communities. She invited the members to attend the launch event on Monday 27th February, in Layden House.

Heather Wills (Principal Adviser) explained that the resource was intended to be part of an overall strategic approach by a council, and thus would be useful to all offices in an authority.

Decision

Members;

1. **Noted** the progress in developing a best practice resource for councils on engagement and consultation.
2. **Advised** that councils need to constantly and meaningfully engage with their communities in order to best utilise the relationship.

Action

Officers to **distribute** an invitation to the upcoming launch event to all board members.

8 Care and Health Improvement Programme (CHIP) 2017/18 and beyond

Andrew Hughes (Head of Implementation) introduced the item. He provided the board with an overall background for the Care and Health Improvement Programme (CHIP) at the LGA, as well as an overview of their programme areas. He explained asked the board to guide and direct the proposed programme for CHIP in 2017/18 and beyond.

Discussion

Members;

- Expressed general support for the programme and its future aims and objectives.
- Highlighted the importance of supporting councillors' through the integration process and providing political reassurance.

Decisions

The members **noted** the presentation and **directed** the future programme.

Action

Officers in the Care and Health Improvement to progress as directed by members.

9 LGA Boards' improvement activity

Vicky Goddard (Improvement Support Officer) introduced the item covering the improvement activity undertaken by other LGA boards.

Decision

The members **noted** the report.

Action

Officers progress in line with members' direction.

10 Local Government Reputation campaign

Victoria Daly (Senior Media Officer) introduced the item, updating the board on the progress of the reputation campaign. She summarised the proposals for the campaign and provided a proposed campaign timetable, particularly highlighting the input the team had received from both focus groups and the lead members.

Discussion

Members;

- Expressed general support for the campaign.
- Raised concerns over the proposed "Not just rubbish" strapline.
- Requested officers to present further details to the board at the next meeting.

Decisions

Members;

1. **Noted** the progress of the campaign.
2. **Requested** further details to be presented to the board for approval at the next meeting, with particular reference to the proposed strapline.

Action

Officers to **present** further details to the board on the reputation campaign at the next board meeting.

Appendix A -Attendance

Position/Role	Councillor	Authority
Chairman	Cllr William Nunn	Breckland Council
Vice-Chairman	Mayor Dave Hodgson MBE	Bedford Borough Council
Deputy-chairman	Cllr Judi Billing MBE Cllr Ron Woodley	North Hertfordshire District Council Southend-on-Sea Borough Council
Members	Cllr Peter Fleming OBE Cllr Robert Gould Cllr Linda Robinson Cllr Harvey Siggs Cllr Michael Wilcox Cllr Barry Wood Cllr Phil Davies	Sevenoaks District Council Dorset County Council Wychavon District Council Somerset County Council Lichfield District Council Cherwell District Council Wirral Metropolitan Borough Council

Cllr Andy Moorhead
Cllr Tudor Evans OBE
Cllr Sue Woodward
Cllr Sue Whitaker
Cllr Bob Jennings
Cllr Glen Sanderson JP
Cllr Mike Haines
Cllr Howard Sykes MBE
Mr Richard Priestman

Knowsley Metropolitan Borough Council
Plymouth City Council
Staffordshire County Council
Norfolk County Council
Epping Forest District Council
Northumberland Council
Teignbridge District Council
Oldham Metropolitan Borough Council
Local Government Improvement and
Development

Apologies

Cllr Bob Price
Cllr Cherry Beath
Sir Stephen Houghton
CBE
Mr Philip Sellwood

Oxford City Council
Bath & North East Somerset Council
Barnsley Metropolitan Borough Council

Energy Saving Trust (EST)