

Safer and Stronger Communities Board 2017/18: How it works for you, Terms of Reference, Membership and Appointments to Outside Bodies

Purpose of report

For information and approval.

Summary

This report sets out how the Safer and Stronger Communities Board operates and how the LGA works to support the objectives and work of its member authorities.

Members are asked to note the Board's membership and agree their Terms of Reference and nominations to Outside Bodies for the 2017/18 year.

Recommendations

That the Safer and Stronger Communities Board:

1. agrees note its Terms of Reference (**Appendix A**);
2. formally notes the membership for 2017/18 (**Appendix B**);
3. agrees the Board's nominations to outside bodies (**Appendix C**);
4. note the dates of the future meetings (**Appendix D**); and
5. review and appoint member champions (**Appendix E**).

Action

As directed by Members.

Contact officer: Felicity Harris
Position: Member Services Officer
Phone no: 020 7664 3231
E-mail: felicity.harris@local.gov.uk

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Background

1. The LGA's Boards seek to lead the agenda for local government on the key challenges and issues within their remit and support the overall objectives of the organisation as set out in the [LGA's Business Plan](#).
2. They take an active role in helping to shape the Association's business plan through extensive engagement with councils and oversight of the programmes of work that deliver these strategic priorities.

2017/18 Terms of reference, membership and future meeting dates

3. The Safer and Stronger Communities Board's terms of reference, membership and future meeting dates are set out at **Appendix A, B and D** respectively for agreement and noting.

Safer and Stronger Communities Board Lead Members

4. The LGA seeks where possible to work on the basis of consensus across all four groups. The Safer and Stronger Communities Board is politically balanced, and led by the Chair and three Vice/Deputy Chairs, drawn from each of the four political groups. This grouping of members – known as Lead Members – meet in between Board meetings, shape future meeting agendas, provide clearance on time sensitive matters, represent the Board at external events, meetings and in the media, as well as engaging with the wider Board to ensure your views are represented.
5. The Lead Members for 2017/18 are:
 - 5.1 Cllr Simon Blackburn, Chair
 - 5.2 Cllr Morris Bright, Vice-Chairman
 - 5.3 Cllr Anita Lower, Deputy Chair
 - 5.4 Cllr Clive Woodbridge, Deputy Chair

The Safer and Stronger Communities team

6. The Board is supported by a cross cutting team of LGA officers, with Policy colleagues and designated Member Services Officer, being those which you are likely to have regular contact with.
7. The Safer and Stronger Communities team supports the LGA's work on the Board's priorities, and also a number of other issues which are within the Board's remit. The team works with Board Members, the LGA press office and political groups to maintain local government's reputation on community safety issues in the media, directs our lobbying

work (according to Members' steer) in conjunction with the Parliamentary affairs team, and works collaboratively with other Boards across relevant cross cutting policy and improvement issues.

8. The team supports Members in person or by briefing when they represent the LGA on external speaking platforms or at Ministerial or Whitehall events. We will provide briefing notes and/or suggested speaking notes as required in advance if each engagement.
9. The team also participate in a number of officer working groups and programme boards, representing the sector's interests and putting forward the LGA's agreed policy positions.

Communications and Events

10. There are a number of internal and external communications channels available to help the Safer and Stronger Communities Board promote the work it is doing and to seek views from our member authorities.
11. Upcoming events:
 - 18-19 October 2017 – Fire Leadership Essentials
 - 7 February – Annual Licensing Conference 2018
 - 13-14 March 2018 – Annual Fire Conference and Exhibition
12. We also have a dedicated section on the LGA website, regular e-bulletins with a personal introduction from the Chair of the Board, outside speaking engagements and interviews, advisory networks, features and news items in First magazine as well as twitter accounts which are used to keep in touch with our members.

Safer and Stronger Communities Board outside body appointments

13. The LGA benefits from a wide network of member representatives on outside bodies across all boards. These appointments are reviewed on an annual basis across the Association to ensure that the aims and objectives of the outside bodies remain pertinent to the LGA and accurately reflect its priorities.
14. A list of the organisations to which the Board is asked to appoint member representatives is attached at **Appendix C**. The Board are asked to nominate the appointments for this meeting cycle, which as far as possible are to be made in proportion with political representation across the LGA. As an LGA representative, Members appointed to these roles should speak for the Association, and not one particular political Group.
15. To maximise the value of attending regular or ad-hoc outside engagements, Members appointed to represent the LGA on an outside bodies are asked to provide regular feedback, either through the Board meetings, or alternative mechanisms.

Member Champions

16. For 2016/17, the Board appointed the following member champions:

16.1 Abuse & exploitation – Cllr Lisa Brett

- 16.2 Anti-social behaviour – Cllrs Anita Lower and Clive Woodbridge
 - 16.3 Bereavement services – Cllr Ian Gillies
 - 16.4 Community cohesion and integration – Cllr Janet Daby
 - 16.5 Domestic violence – Cllrs Kate Haigh and Bill Bentley
 - 16.6 Licensing – Cllrs Jim Beall, Joy Allen and Chris Pillai
 - 16.7 Regulatory services – Cllr Nick Worth
 - 16.8 Prevent and counter-extremism – Cllrs Simon Blackburn and Janet Daby
17. A role description for member champions is set out at **Appendix E**. The Board is requested to review the current areas covered by member champions and consider whether these should continue, or whether different areas need to be addressed.

Financial Implications

18. There are no substantial financial implications arising directly from this report. Reasonable travel and subsistence costs will be paid by the LGA for expenses incurred by a member appointee, whilst carrying out a representative role on an outside body on behalf of the LGA.

Appendix A: Terms of Reference: Safer and Stronger Communities Board

The purpose of the Safer and Stronger Communities Board is to provide strategic oversight of all the LGA's policy, regulatory and improvement activity in the promotion of the safety of local communities, including issues of crime and anti-social behaviour, policing, licensing, and emergency planning – in line with LGA priorities.

The Board will also have responsibility for LGA activity in relation to fire and rescue authority issues where the issues are of a cross-cutting nature or involve the setting of a new LGA policy. On such matters the Board may choose to seek recommendations or guidance from the Fire Services Management Committee, and from time to time may be requested by the Committee to consider recommendations on such matters.

Boards should seek to involve councillors in supporting the delivery of these priorities (through task groups, Special Interest Groups (SIGs), regional networks and other means of wider engagement); essentially operating as the centre of a network connecting to all councils and drawing on the expertise of key advisors from the sector.

The Safer and Stronger Communities Board will be responsible for:

1. Ensuring the priorities of councils are fed into the business planning process.
2. Developing a work programme to deliver their brief, covering lobbying, campaigns, research, improvement support in the context of the strategic framework set by Improvement & Innovation Board and events and linking with other boards where appropriate.
3. Sharing good practice and ideas to stimulate innovation and improvement.
4. Representing and lobbying on behalf of the LGA, including making public statements on its areas of responsibility.
5. Building and maintaining relationships with key stakeholders.
6. Involving representatives from councils in its work, through task groups, SIGs, regional networks and mechanisms.
7. Responding to specific issues referred to the Board by one or more member councils or groupings of councils.

The Safer and Stronger Communities Board may:

- Appoint members to relevant outside bodies in accordance with the Political Conventions.
- Appoint member champions from the Board to lead on key issues.

Quorum

One third of the members, provided that representatives of at least 2 political groups represented on the body are present.

Political Composition

Conservative group:	8 members
Labour group:	7 members
Liberal Democrat group:	2 members
Independent group:	1 members

Substitute members from each political group may also be appointed.

Frequency per year

Meetings to be held five times per annum.

Reporting Accountabilities

The LGA Executive provides oversight of the Board. The Board may report periodically to the LGA Executive as required, and will submit an annual report to the Executive's July meeting.

Appendix B: Safer and Stronger Communities Board Membership 2017/18

Councillor	Authority
Conservative (8)	
Cllr Morris Bright (Vice-Chairman)	Hertsmere Borough Council
Cllr Jo Beavis	Braintree District Council
Cllr Chris Pillai	Calderdale Metropolitan Borough Council
Cllr Lisa Targowska *	Windsor & Maidenhead Royal Borough
Cllr Judith Wallace *	North Tyneside Council
Cllr Katrina Wood *	Wycombe District Council
Cllr Nick Worth	South Holland District Council
Cllr Colin Spence *	Suffolk County Council
Substitutes	
Cllr Bill Bentley	East Sussex County Council
Cllr Paul Findlow **	Cheshire East Council
Cllr Vic Pritchard **	Bath & North East Somerset Council
Labour (7)	
Cllr Simon Blackburn (Chair)	Blackpool Council
Cllr Kate Haigh	Gloucester City Council
Cllr Alan Rhodes	Nottinghamshire County Council
Cllr Jim Beall	Stockton-on-Tees Borough Council
Cllr James Dawson	Erewash Borough Council
Cllr Janet Daby	London Borough of Lewisham
Cllr Carole Burdis *	North Tyneside Council
Substitutes	
Cllr Richard Chattaway	Warwickshire County Council
Cllr Jane Black **	Bury Metropolitan Borough Council
Liberal Democrat (2)	
Cllr Anita Lower (Deputy Chair)	Newcastle Upon Tyne City Council
Cllr Jeremy Hilton *	Gloucestershire County Council
Independent (1)	
Cllr Clive Woodbridge (Deputy Chair)	Epsom and Ewell Borough Council
Substitutes	
Cllr Helen Carr **	Brent Council

*New Member

**New Substitute

Appendix C: Outside Body Appointments

Organisation / contact details	Background	Representatives 2016/17	Allowances/ Expenses	LGA Contact Officer
Advisory Board for Female Offenders Contact: Hanifa Begum Tel: Email: cjwst@justice.gsi.gov.uk	The Board is a ministerial chaired board and meets quarterly to bring together key stakeholders and partners to provide expert advice and challenge around the multiple and often complex needs of female offenders.	1 place Cllr Kate Haigh (Labour)	The LGA will cover reasonable travel and subsistence.	Mark Norris, Principal Policy Adviser 020 7664 3241 mark.norris@local.gov.uk
Criminal Justice Council (CJC) Contact: Stefanie Harding Tel: Email: stefanie.harding1@judiciary.gsi.gov.uk	The Council meets quarterly: to keep the criminal justice system under review; to advise the Government on the form and manner of implementation of criminal justice reforms and to make proposals to it for reform; to advise on the framing and implementation of a communication and education strategy for the criminal justice system.	1 place Cllr Chris Pillai (Conservative)	Travel and subsistence expenses are paid for by the CJC.	Mark Norris, Principal Policy Adviser 020 7664 3241 mark.norris@local.gov.uk
National FGM Centre Advisory Group Contact: Lucy Ellender	The Advisory Group meets quarterly to provide advice and support to the development of the National FGM Centre, a joint project between the LGA and Barnardo's.	2 Places Cllr Lisa Brett (Lib Dem) Cllr Goronwy Edwards	The LGA will cover reasonable travel and subsistence.	Lucy Ellender Adviser 020 7664 3321 lucy.ellender@local.gov.uk
National Oversight Group on Domestic Abuse Contact: Hannah Buckley/Charlotte Hickman Tel: 020 7035 8579 Email: hickman-buckley.jobshare@homeoffice.gsi.gov.uk	The National Oversight Group is chaired by the Home Secretary and meets approximately quarterly to oversee progress against the recommendations from HMIC's reviews of the police response to domestic abuse.	1 Place Cllr Simon Blackburn (Chair)	The LGA will cover reasonable travel and subsistence.	Rachel Duke Adviser 020 7664 3086 rachel.duke@local.gov.uk

Appendix D: Meeting Dates 2017/18

DATE	TIME	Location
11 September 2017	11.00 – 13.00	5 th Floor Conference Suite, Layden House
22 November 2017	11.00 – 13.00	Smith Square Rooms 1&2, Local Government House
15 January 2018	11.00 – 13.00	Smith Square Rooms 1&2, Local Government House
19 March 2018	11.00 – 13.00	Smith Square Rooms 1&2, Local Government House
11 June 2018	11.00 – 13.00	Smith Square Rooms 1&2, Local Government House

Appendix E: Board member champions role description

Board member champions, and support member champions, where required, take responsibility for a specified subject area or programme and act as spokesperson

This is in addition to any formal role representing the LGA on outside bodies.

Accountabilities

- To be the main spokesperson for the LGA Safer and Stronger Communities Board (SSCB) in relation to a specified subject area or programme, including media interviews, writing articles and making speeches at appropriate events.
- To keep abreast of developments locally and nationally in relation to a specified subject area or programme.
- To attend residential conferences and other events initiated by the board, leading and chairing sessions as required.
- To engage actively with councils and groupings of councils to secure the views and involvement of the wider membership to inform the board's specific policy line on the specialist subject.
- To communicate back to the wider membership the work and successes of the board in relation to the specified subject or programme area.
- To lead/participate in task and finish groups set up to look in more detail at the specific areas of policy.
- To be the principal representative of the Board on that subject area or programme at meetings with partner bodies and other key decision-makers.

Knowledge and Experience

Member champions may be portfolio holders for that policy area in their home authorities or have experience/knowledge of, and special interest and commitment to, the policy area.

Appointment and support

The expectation is that the SSCB will review these roles at the start of the Board cycle every September, along with formal appointments to outside bodies.

Previously the Board has taken a flexible approach as to whether having a single or two member champions was most appropriate for each role, in light of the need to balance the volume of LGA activity with members' commitments in their home authorities.

As an LGA spokesperson, a champion speaks for the Association, and not one particular political Group.

Members will be assisted in their role by officers as capacity allows. This will include passing on invitations to meetings and events in good time, preparing briefings, taking notes of meetings, providing press lines and including agenda items for a wider Board discussion at key points to inform policy making.

Travel and expenses

This role can require attendances at meetings in London and in other parts of the country.

Reasonable travel and subsistence costs will be paid by the LGA for expenses incurred by a member appointee whilst carrying out a representative role on behalf of the LGA.