

## Membership and Terms of Reference for 2018/19

### Purpose

For discussion.

### Summary

For members to note the membership and agree the Terms of Reference for the People and Places Board for 2018/19.

### Recommendations

The People and Places Board is asked to:

1. Note the membership of the Board for 2018/19 at **Appendix A**;
2. Agree the Board's Terms of Reference for 2018/19 at **Appendix B**

### Action

Officers to take any actions as required.

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## People and Places Board – Membership 2018/19

Councillor	Authority
<b>Conservative (14)</b>	
Cllr Mark Hawthorne MBE (Chairman)	Gloucestershire County Council
Cllr Gillian Brown OBE (Vice Chairman)	Arun District Council
Cllr Derek Bastiman	Scarborough Borough Council
Cllr Tom Fitzpatrick	North Norfolk District Council
Cllr Keith Glazier	East Sussex County Council
Cllr Tim Hall *	Surrey County Council
Cllr Adrian Hardman	Worcestershire County Council
Cllr Glen Horn *	Mid Suffolk District Council
Cllr Penny Jones *	Monmouthshire County Council
Cllr Rory Love *	Shepway District Council
Cllr Linda Robinson *	Wychavon District Council
Cllr Harvey Siggs	Mendip District Council
Cllr David Thomas *	Torbay Council
Cllr Rob Waltham MBE	North Lincolnshire Council
<b>Substitutes</b>	
Cllr Michael Green *	Lancashire County Council
Cllr Peter Jackson	Northumberland Council
Cllr Tim Oliver	Elmbridge Borough Council
<b>Labour (4)</b>	
Cllr Simon Henig CBE (Vice-Chair) *	Durham County Council
Cllr Azhar Ali	Lancashire County Council
Cllr Leigh Redman	Somerset County Council
Cllr Sue Woodward *	Staffordshire County Council
<b>Substitutes</b>	
Cllr Alan Waters	Norwich City Council
Cllr Rosanne Kirk *	Lincoln City Council
<b>Liberal Democrat (2)</b>	
Cllr Heather Kidd (Deputy Chair)	Shropshire Council
Cllr Sarah Osborne	Lewes District Council

<b><i>Substitutes</i></b>	
Cllr Stan Collins	South Lakeland District Council
<b>Independent (2)</b>	
Cllr Bob Jennings (Deputy Chair)	Epping Forest District Council
Cllr Helen Grant	North Yorkshire County Council
<b><i>Substitutes</i></b>	
Cllr Lorna Corke *	Sedgemoor District Council
Cllr Robin Julian *	Devon County Council

\* Newly appointed to this governance structure for 2018/19 meeting year.

## **Terms of Reference: People and Places Board**

1. The People and Places Board represents the interests of non-metropolitan authorities. Its remit includes place-based inclusive growth with a particular emphasis on more rural areas, devolution, the implications of Britain's departure from the European Union for non-metropolitan areas, digital connectivity, skills and employment support, public service reform and wider issues relating to place-based leadership.
2. The Board 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 non-metropolitan councils and drawing on the expertise of key advisors from across the sector.
3. The People and Places Board's responsibilities include:
  - 3.1. Ensuring the priorities of non-metropolitan councils are fed into the business planning process.
  - 3.2. Developing and overseeing a work programme to deliver the business plan against agreed priorities relevant to their brief, covering lobbying, campaigns, research, improvement support in the context of the strategic framework set by Improvement & Innovation Board, and events, linking with other boards where appropriate.
  - 3.3. Sharing good practice and ideas to stimulate innovation and improvement.
  - 3.4. Representing and lobbying on behalf of the LGA including making public statements on its area of responsibility.
  - 3.5. Building and maintaining relationships with key stakeholders.
  - 3.6. Involving representatives from councils in its work, through task groups, Commissions, SIGs, regional networks and mechanisms.
  - 3.7. Commissioning LGA officers and resources, where appropriate, to respond to specific issues referred to the Board by one or more member councils or groupings of councils.
4. The People and Places Board may:
  - 4.1. Appoint members to relevant outside bodies in accordance with the Political Conventions.
  - 4.2. Appoint member champions from the Board to lead on key issues, with responsibility for liaising with portfolio holders on key issues that require rapid response/contact with councils.

### **Work Programme**

5. The Board to set its own work programme which is agreed at the start of each meeting cycle in early Autumn.

### **Quorum**

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

### **Political Composition**

7. The composition by political party is recalculated each year and reflects the political proportionality of the wider group of councils from which their membership is draw. The current composition is:

Conservative group:	12 members
Labour group:	4 members
Independent group:	3 members
Liberal Democrat group:	2 members

8. Substitute members from each political group may also be appointed.

### **Frequency per year**

9. Meetings to be held five times per annum.

### **Reporting Accountabilities**

10. 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.