

DRAFT**LGA XXX Programme Board****Terms of Reference**

The purpose of the XXXX Programme Board is to provide strategic oversight of all the LGA Group's policy and improvement activity in relation to XXX in line with the LGA Group priorities.

Programme Boards should seek to involve councillors in supporting the delivery of these priorities (through task groups, Rural and Urban Commissions, 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 **XXXX** Programme Board will be responsible for:

1. Developing a thorough understanding of council priorities and performance in the areas of responsibility, using strong networks and robust information.
2. Helping to shape the LGA Group Business Plan by ensuring the priorities of the sector are fed into the process.
3. Overseeing a programme of work to deliver the strategic priorities set by the LGA Group Executive, covering lobbying/campaigns, research/policy, good practice, improvement support and events – as specified in the business plan, taking into account linkages with other policy boards where appropriate.
4. Representational and lobbying activities on behalf of the LGA Group and responsibility for the promulgation of activity through public statements in its areas of responsibility.
5. Building and maintaining effective relationships with key stakeholders.

The **XXXX** Programme Board may:

- Appoint members to relevant outside bodies in accordance with guidance in the Political Conventions.
- Appoint member champions where appropriate (who must be a current member of the Board) on key issues, with responsibility for liaising with portfolio holders on key issues that require rapid response/contact with councils.