

Local Government Group Improvement Programme Board Membership, Terms of Reference and Appointments 2010 – 11

Purpose of report

For decision.

Summary

This report sets out the membership and terms of reference for the Improvement Programme Board for the 2010 / 11 meeting cycle and invites the Board to appoint representatives.

Recommendation(s)

The Board is asked to:

- formally note the membership and terms of reference for the LG Group Improvement Programme Board (attached as **Appendix A** and **B** respectively)
- and to:
 - appoint a representative to the Urban Commission Steering Committee;
 - nominate three members (one Conservative, one Labour and one Lib Dem) to the European and International Programme Board (as set out in **Appendix C**).

Action

As agreed by the Board.

Contact officer:

Cathy Boyle

Position:

Member Support Manager, LGA

Phone no:

020 7664 3205

E-mail:

cathy.boyle@local.gov.uk



**Improvement Programme
Board**

9 September 2010

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Local Government Group Improvement Programme Board Membership, Terms of Reference and Appointments 2010 – 11

Membership and Terms of Reference

1. Members are invited to formally note the membership and to confirm the Board's Lead Members for 2010 -11 (as detailed in **Appendix A**). Members are also invited to note the Board's terms of reference for this year (attached as **Appendix B**).
2. At the last meeting the Board agreed to invite the three non-Executive members of the LG Improvement and Development Company Board to attend the Improvement Programme Board as advisory (and non-voting) members. LG Improvement and Development is currently refreshing the appointments and it is hoped that they will be able to attend the Board's meeting in November.

Financial Implications

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

Contact officers: Cathy Boyle,
Position: Member Support Manager, LGA
Phone no: 020 7664 3205
E-mail: cathy.boyle@local.gov.uk



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Improvement Programme Board - Membership 2010 / 2011

Councillor	Authority
Conservative (6)	
David Parsons CBE [Chairman]	Leicestershire CC
Peter Fleming	Sevenoaks DC
Peter Goldsworthy	Chorley BC
*Robert Gordon	Hertfordshire CC
Richard Stay	Central Bedfordshire Council
Andrew Povey	Surrey CC
Substitutes:	
*Teresa O'Neill	Bexley LB
*Ken Taylor	Coventry City
Labour (4)	
*Ruth Cadbury [Deputy Chair]	Hounslow LB
Tony McDermott	Halton BC
+Tim Cheetham	Barnsley MBC
*Helen Holland	Bristol City
Substitutes:	
*Theo Blackwell	Camden LB
Russell Roberts	Rhondda Cynon Taff CBC
Liberal Democrat (3)	
Jill Shortland [Vice-Chair]	Somerset CC
Sir David Williams CBE	Richmond upon Thames LB
Edward Lord JP	Corporation of London
Substitute:	
John Commons	Manchester City
Independent (1)	
*Jeremy Webb [Deputy Chair]	East Lindsey DC

* new member/substitute

+ substitute in 2009-2010



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Terms of Reference

The purpose of the Improvement Programme Board is to provide strategic oversight of all the LG Group's policy and improvement activity in relation to councils improving their performance and productivity, and in supporting councils so that they are equipped for the devolution of power from central government – in line with the LG Group priorities.

In doing so it will work closely with the other LG Group Programme Boards on the performance of the sector in their subject areas and the arrangements they are putting in place to provide improvement support. The Board will provide strategic direction to the sector's own improvement architecture (e.g Regional Improvement and Efficiency partnerships and the RIEP Member Forum) and receive progress reports from them.

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 Improvement Programme Board will be responsible for:

1. Developing a thorough understanding of council priorities and performance across the width of councils' responsibilities, using strong networks and robust information.
2. Helping to shape the LG 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 LG 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 Programme Boards where appropriate.
4. Representational and lobbying activities on behalf of the LG 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.

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The Improvement 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 current members of the Board) on key issues, with responsibility for liaising with portfolio holders on key issues that require rapid response/contact with councils.

Nominations to the European and International Programme Board

1. From September 2010, a new European and International (E&I) Programme Board will be established to provide strategic oversight and coordinate the Group's E&I work. Since the Board will be composed of representatives from each of the other eight Programme Boards, nominations are sought.

Formation

2. There will be 14 members of the Board. The political balance will be 6 Conservatives, 4 Labour, 3 Liberal Democrat and one Independent.
3. There will be a Chair, Vice Chair and two Deputy Chairs.
4. The other ten places will be held by leading representatives of bodies such as Committee of the Regions, Congress and CEMR (pan European LGA) plus **one representative from each of the eight Programme Boards:**
 - Economy and transport
 - Improvement
 - Workforce
 - Environment and Housing
 - Children and Young People
 - Community Wellbeing
 - Safer and Stronger Communities
 - Culture, Tourism and Sport
5. The role of each representative:
 - will be to champion the integration of European Union lobbying and international policy development within their nominating board. LGA officers will provide support for this; and
 - through their place on the E&I Programme Board, to play a role in developing strategic oversight of the Group's E&I work.

Frequency of meetings

6. The Board will meet at least four times a year in London:
 - Friday 26 November 2010, 2.00pm
 - Thursday 20 January 2011, 2.00pm
 - Tuesday 24 May 2011, 2.00pm
 - Tuesday 19 July 2011, 2.00pm

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7. Other dates may be suggested for the Board to meet outside London (dates tbc).

European and International Programme Board

Process for Programme Board nominations

1. The template below needs to be filled from across the Programme Boards. There are **four Conservative places, three Labour places and one Lib Dem place.**
2. **Action: It is proposed that at the first meeting of each Programme Board, it nominates three members (one Conservative, one Labour and one Lib Dem) to the E&I Programme Board.**
3. Once these have been collated, political groups will decide how the template will be filled, and endeavour to ensure some regional balance.

Political group	Name	Nominated from
1. Conservative	Sandra Barnes	Vice or Dep Chair (tbc)
2. Conservative	Gordon Keymer	CoR and CEMR lead
3. Conservative		
4. Conservative		
5. Conservative		
6. Conservative		
7. Labour	Dave Wilcox	Chair
8. Labour		
9. Labour		
10. Labour		
11. Lib Dem	Richard Kemp	Vice or Dep Chair (tbc)
12. Lib Dem	Keith Whitmore	Congress lead
13. Lib Dem		
14. Independent	Linda Gilham	Vice or Dep Chair (tbc)