

Note of last Improvement & Innovation Board meeting

Title:	Improvement & Innovation Board
Date:	Wednesday 1 November 2017
Venue:	Westminster Suite, 8th Floor, 18 Smith Square, London, SW1P 3HZ

Attendance

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

Item	Decisions and actions	Action
1	Welcome, apologies and declarations of interest The Chairman opened the meeting and welcomed members. He thanks members of the board for their work during the previous cycle. Cllr Alan Connett and Cllr Judi Billing each declared a declaration of interest, as both held contracts with the LGA. There followed introductions around the table.	
2	Membership and terms of reference for 2017/18 Members agreed the board's membership and terms of reference for 2017/2018, with the proviso that the political composition was corrected in the terms of reference.	
3	Priorities and work programme Dennis Skinner, Head of Improvement, introduced the item. He outlined board priorities for 2017/18, and highlighted progress to date in delivering the improvement programme for 2017/18. He advised members that the programme was funded through a DCLG grant, and challenged councils to improve. In this respect, the LGA was the biggest provider of training and development for the sector. He highlighted Annex B which set out the MoU with DCLG. Lead member responsibilities were also discussed. With reference to peer challenges, it was highlighted that large numbers of councils were not taking up places, and members were asked for feedback on what could be done to encourage a greater level of participation. They were asked more generally for feedback on which areas the LGA should take forward over the coming cycle. In the discussion which followed, members made the following points:	

- It was asked how many councils had taken part in a peer challenge. They requested that more input from the challenges was feedback to the board.
- There was a reference made to universal credit and the potential impact this would have on councils in 2018/2019.
- It was suggested that the board could support the LGA Children and Young People Board with their work with the Department for Education.
- Members emphasised that councils would benefit from more assistance with perceived requirements around planning and growth.
- There was a discussion around councils' ability to generate income and the problems which would arise if the Chancellor limited the money councils could borrow. Concern was expressed over this issues in light of the end of revenue support grant. Members queried whether rules would also apply to self-financing councils. This was a larger debate which would need further consideration.
- It was suggested that a best practice guide should be produced for councils on balancing budget and income, which included a section on generating income. Councils needed to be encouraged to pursue models of generating additional income (not including council tax).
- Members discussed the work the LGA was undertaking on communities and consultation, and it was emphasised that any masterclass on this subject needed to cover all work in this area.
- It was suggested that a training model on setting up companies was added to the leadership programme or was set-up as a standalone course, in order to help councils understand the duties integral to this.

Decision

The board:

1. Agreed priorities for 2017/18 with the proviso that there was more w done in this area, and confirmed member leads.
2. Noted progress of delivery to date and take up of Corporate Peer C
3. Noted and commented (as outlined above) on the potential shape o improvement programme for 2018/19.

Action

1. Officers to proceed with work as directed by members.

4 Productivity programme

Siobhan Coughlan, Programme Manager, introduced the item, updating members on the progress made against the Productivity Programme for 2017/18. She advised the board that work was being carried out to ensure the right systems were in place to protect councils from cyber threats. A range of tools and assets were being developed as part of this work. She emphasised that it was important for councils to protect themselves against the theft of saleable data on the black market. A recent report had highlighted that the number of cyber-attacks had doubled, and councils were advised to appoint a senior corporate director and councillor to hold responsibility for this area, and to add this area to risk registers. The LGA had set up a stakeholder group to help address this issue.

Cllr Ron Woodley also gave an update on the Data and Transparency Programme.

In the discussion which followed, members made the following points:

- A system which could test viruses would be welcomed to help address this issue. Members were advised that a programme called web checker was being developed to check websites for threats.
- Members requested that the presentation was circulated to members.
- Members highlighted that procurement of insurance would present large costs for all in the sector. They were advised that the LGA was producing a piece of work on this issue, which would be circulated to members imminently.
- There was a discussion around the challenges facing councils on inclusivity of residents who were still not online.
- It was emphasised that there should be more training available for members to ensure they knew how to respond to an attack.
- There was a discussion on the economic impact of Brexit, and members asked whether the Government had shared any documents about the specific impact on local government. Members were advised that a Brexit discussion would take place at the next board meeting.

Decision

1. The board noted the updates and progress on the Productivity Programme.

Actions

1. The presentation to be circulated to members.
2. LGA work on procurement of insurance to be shared with members.

5 Highlighting Leadership offer: 2017/18 update

Cllr Judi Billing MBE, introduced the item, advising that the report updated members on priorities and engagement figures for the 2017/18 Highlighting Political Leadership offer.

In the discussion which followed, members made the following points:

- Members discussed how to increase the numbers taking up places on the Leadership Academy course.
- Members asked what data was available on under-represented groups. They were advised that figures would be distributed when they were available at the end of the year.
- Concerns were raised over the number of women standing to be councillors, and members asked what was being done to address this. Officers advised that the Be a Councillor Programme aimed to encourage more female candidates to come forward.

Decision

1. The board noted progress so far on the 2017/18 Highlighting Political Leadership offer.

Action

1. Officers to proceed with work in line with members' comments.

6 Sector-led Improvement for Care and Health

Andrew Hughes, Head of the Care and Health Improvement Programme, introduced the item, advising members that the programme looked at sector-led improvement for adult social care and the integration of care and health services. It was delivered in partnership with the Association of Directors of Adult Social Care (ADASS) and funded by the Department of Health. The programme looked at how to support councils dealing with the challenges of care. A set of key issues were detailed in section 10 of the report.

In the discussion which followed, members made the following points:

- Members highlighted the lack of reference to sustainable transformation plans.

- Concerns were raised that the national direction on social care improvement was sometimes problematic for local relationships.
- Members queried whether there was a minister responsible for health and social care integration, and what was being done to work on sustainability going forward. Officers advised that work was being carried out jointly with the Department of Health on delayed transfers of care.
- There was a discussion on Southend Care, where problems were partly being addressed by using empty hotels and B&Bs in the town for care.
- A point was also made on the importance of making provision for the younger generation, who would have fewer assets in old age.

Decisions

The board:

1. Noted the progress being made with the re-shaping of the Care and Health Improvement Programme to focus on the sustainability of social care and the integration of services with the NHS.
2. Provided direction (as outlined above) on the scope of the activity and offer to the sector, to inform negotiations with the Department of Health.

Action

1. Officers to proceed with work as directed by members.

7 Data and transparency programme

Juliet Whitworth, Research and Information Manager, introduced the item, advising members that the report provided an update on two aspects of the LGA's data and transparency programme. The first focused on supporting authorities with data transformation. She emphasised that volunteers would be welcomed to help with this. The second focused on data projection regulation. Authorities were encouraged to share work with each other in this area. She highlighted that there was more detail in the report about ongoing work.

In the discussion which followed, members made the following points:

- Members asked if the events were primarily aimed at officers.

Decision

1. The board noted and considered the progress to date of projects.

Action

1. Officers to proceed with work as directed by members.

8 Progressing next year's Innovation Zone

Cllr Peter Fleming OBE, introduced the item, inviting members to give their views on the strategic organisation of the Innovation Zone at the LGA Annual Conference 2018. Members were asked whether there should be a subject theme this year.

In the discussion which followed, members made the following points:

- It was suggested that a broad subject theme was adopted which could encompass a variety of topics.
- Themes such as commercialisation and sharing good practise were suggested.
- It was emphasised that the innovation zone needed to include people from outside the sector.
- Members agreed that there should be a small working group set up to consider this. The following members were appointed: Cllr Peter Fleming, Cllr Joy Allen, Cllr Catherine Rankin and Cllr Laura Miller.

Decision

The board:

1. Advised on the Zone's development for 2018.
2. Agreed to appoint a member advisory group.

Action

1. Officers to proceed with work as directed by members.

9 LGA Boards' improvement activity

Vicki Goddard, Improvement Support Adviser, introduced the item, advising members that the report set out progress on improvement activity undertaken by other LGA Boards. This included updates from 8 different policy boards.

Decision

1. Members noted the report.

10 Note of the Previous Meeting

Decision

1. The minutes of the last meeting were agreed as an accurate

summary of the discussion, with the proviso that there was an acknowledgement of the problems with the rail network on the day which prevented some members from attending.

Appendix A -Attendance

Position/Role	Councillor	Authority
Chairman	Cllr Paul Bettison OBE	Bracknell Forest Borough Council
Vice-Chairman		
Deputy-chairman	Cllr Judi Billing MBE Cllr Ron Woodley	North Hertfordshire District Council Southend-on-Sea Borough Council
Members	Cllr Janet Blake Cllr Peter Fleming OBE Cllr Catherine Rankin Cllr Barry Wood Cllr Laura Miller Cllr Phil Davies Cllr Joy Allen Cllr Tudor Evans OBE Cllr Abdul Jabbar MBE Cllr Sue Woodward Cllr Liz Green Cllr Alan Connett Cllr Mike Haines Mr Richard Priestman Mr Philip Sellwood	Aylesbury Vale District Council Sevenoaks District Council Tunbridge Wells Borough Council Cherwell District Council Purbeck District Council Wirral Metropolitan Borough Council Durham County Council Plymouth City Council Oldham Metropolitan Borough Council Staffordshire County Council Kingston upon Thames Royal Borough Council Council Teignbridge District Council Teignbridge District Council Local Government Improvement and Development Energy Saving Trust (EST)
Apologies	Cllr Angelique Foster Cllr James Jamieson Cllr Bob Price Mayor Dave Hodgson MBE Cllr Glen Sanderson JP Sir Stephen Houghton CBE	North East Derbyshire District Council Central Bedfordshire Council Oxford City Council Bedford Borough Council Northumberland Council Barnsley Metropolitan Borough Council