

Community Wellbeing 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 Community Wellbeing 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 Community Wellbeing Board:

- i. agrees note its Terms of Reference (**Appendix A**);
- ii. formally notes the membership for 2017/18 (**Appendix B**);
- iii. note the Board meeting dates for 2017/18 (**Appendix C**); and
- iv. agrees the Board's nominations to outside bodies (**Appendix D**).

Action

As directed by Members.

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

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 and membership

3. The Community Wellbeing Board's Terms of Reference and Membership are set out at **Appendix A** and **B** for agreement and noting respectively.
4. The Community Wellbeing Boards meeting dates for 2017/18 are also found at **Appendix C** for noting.

Community Wellbeing Board Lead Members

5. The LGA seeks where possible to work on the basis of consensus across all four groups. The Community Wellbeing 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.
6. The Lead Members for 2017/18 are:
 - 6.1 Cllr Izzi Seccombe OBE, Chairman (Conservative)
 - 6.2 Cllr Linda Thomas, Vice-Chair (Labour)
 - 6.3 Cllr Richard Kemp CBE, Deputy Chair (Liberal Democrat)
 - 6.4 Mayor Kate Allsop, Deputy Chair (Independents)

The Community Wellbeing Board team

7. 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.
8. The Community Wellbeing Board team supports the LGA's work on the Board's priorities relating to Community Wellbeing, and also a number of other discrete 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 Wellbeing 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.

9. 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 of each engagement.
10. 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

11. There are a number of internal and external communications channels available to help the Community Wellbeing Board promote the work it is doing and to seek views from our member authorities.
12. In the Autumn the Community Wellbeing Team participates in the National Children and Adult Services conference (NCASC) Organised by the Local Government Association (LGA), Association of Directors of Social Services (ADASS) and Association of Directors of Children's Services (ADCS), the NCASC is regularly attended by more than 1,000 delegates. It is widely recognised as the most important annual event of its kind for councillors, directors, senior officers, policymakers and service managers with responsibilities for children's services, adult care and health in the statutory, voluntary and private sectors. This years NCASC will be held in Bournemouth from 11 to 13 October.
13. 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 (@lgawellbeing) which are used to keep in touch with our members.

Community Wellbeing Board outside body appointments

14. 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.
15. A list of the organisations to which the Board is asked to appoint member representatives is attached at **Appendix D**. 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.
16. 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.
17. Since the start of the 2016/17 political cycle some of the Outside Bodies that the Community Wellbeing Board was represented on are no longer functioning, these are;

- 17.1 **The Prime Minister's Dementia Challenge 2020 Group Task and Finish Citizens Panel** is no longer meeting.
 - 17.2 **Dementia Action Alliance** no longer requires member attendance.
 - 17.3 **Learning Disability Ministerial Programme Board** and the **Autism Ministerial Programme Board** have both been disbanded by Government.
 - 17.4 **The Missing Children and Adults Roundtable** is on hold, and will possibly no longer be meeting. Mayor Kate Allsop was the appointed representative on this for 2016/17 and has expressed an interest in taking up this appointment were the roundtable to begin to meet again.
18. Members are asked to **re-appoint** those councillors who are remaining in post. These are;
- 18.1 Cllr Graham Gibbens (Conservative) – **Prime Minister's Dementia Challenge 2020 Group**
 - 18.2 Cllr Dorren Huddart (Lib Dem) – **Mental Health Crisis Care Concordat**
19. Members are asked to contact their political group lead if they are interested in being a Community Wellbeing Board appointed representative for either;
- 19.1 **Think Local Act Personal Programme Board**
 - 19.2 **Cabinet Office Covenant Reference Group**

Appendix A

Terms of Reference: Community Wellbeing Board

The purpose of the Community Wellbeing Board is to engage and develop a thorough understanding of the issues within their brief and how legislation does or could affect councils and their communities, in particular with regard to the growing integration of health and social care services.

The Board works to support local government in delivery of its public health, health protection and mental health responsibilities, as well as issues relating to an ageing society and the reform and funding of adult social care.

It is also responsible for maintaining a close relationship with the work of the Asylum, Refugee and Migration Task Group.

The Community Wellbeing Board's responsibilities include:

1. Representing and lobbying on behalf of the LGA including making public statements on its areas of responsibility.
2. Building and maintaining relationships with key stakeholders.
3. Ensuring the priorities of councils are fed into the business planning process.
4. Developing a work programme to deliver the business plan priorities relevant to their brief, covering lobbying campaigns, research, improvement support in the context of the strategic framework set by the Improvement & Innovation Board and events and linking with other boards where appropriate.
5. Sharing good practice and ideas to stimulate innovation and improvement.
6. Involving representatives from councils in its work, through task groups, Commissions, SIGs, regional networks and mechanisms.
7. Responding to specific issues referred to the Board by one or more member councils or groupings of councils.
8. The Community Wellbeing Board may:
 - 8.1. Appoint members to relevant outside bodies in accordance with the Political Conventions.
 - 8.2. Appoint Board holders 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 |
| Independent group: | 2 members |
| Liberal Democrat group: | 2 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

Community Wellbeing Board – Membership 2017/2018

| Councillor | Authority |
|---|---------------------------------------|
| Conservative (8) | |
| Cllr Izzi Seccombe OBE (Chairman) | Warwickshire County Council |
| Cllr Nigel Ashton | North Somerset Council |
| Cllr Gareth Barnard | Bracknell Forest Borough Council |
| Cllr Liz Fairhurst | Hampshire County Council |
| Cllr Liz Mallinson | Cumbria County Council |
| Cllr Sue Woolley | Lincolnshire County Council |
| Cllr Jonathan Owen | East Riding of Yorkshire Council |
| Cllr Graham Gibbens | Kent County Council |
| Substitutes | |
| Cllr Elaine Atkinson OBE | Borough of Poole |
| Cllr Olivia Sanders | Brentwood Borough Council |
| Labour (7) | |
| Cllr Linda Thomas (Vice-Chair) | Bolton Council |
| Cllr Jonathan McShane | Hackney London Borough Council |
| Cllr Lynn Travis | Tameside Metropolitan Borough Council |
| Cllr Shabir Pandor | Kirklees Metropolitan Council |
| Cllr Paulette Hamilton | Birmingham City Council |
| Cllr Jackie Meldrum | Lambeth London Borough Council |
| Cllr Rachel Eden | Reading Borough Council |
| Substitutes | |
| Cllr Mohammed Iqbal | Pendle Borough Council |
| Cllr Robin Moss | Bath & North East Somerset Council |
| Liberal Democrat (2) | |
| Cllr Richard Kemp CBE (Deputy Chair) | Liverpool City Council |
| Cllr Doreen Huddart | Newcastle upon Tyne City Council |
| Substitutes | |
| Cllr Rob Rotchell | Cornwall Council |
| Independent (2) | |
| Mayor Kate Allsop (Deputy Chair) | Mansfield District Council |
| Cllr Claire Wright | Devon County Council |
| Substitutes | |
| Cllr Neil Burden | Cornwall Council |
| Cllr Ian Cruise | Birmingham City Council |

Appendix C

Board Meeting Dates 2017/18

| DAY (2017) | DATE | TIME | Room at Layden House/Local Government House |
|-------------------|-------------------|---|--|
| Thursday | 28 September 2017 | Away Day: 10.00 – 13.30 Board Meeting: 14.00 – 16.00 | Rooms A&B, Ground Floor, Layden House, 76-86 Turnmill Street, London, EC1M 5LG |
| Wednesday | 29 November 2017 | 11.00 – 13.00 | Rathbone Rooms 1&2, 7th Floor, Local Government House, Smith Square, London, SW1P 3H |
| DAY (2018) | | | |
| Wednesday | 21 February 2018 | 11.00 – 13.00 | Westminster Suite, 8th Floor, Local Government House, Smith Square, London, SW1P 3HZ |
| Wednesday | 9 May 2018 | 11.00 – 13.00 | Westminster Suite, 8th Floor, Local Government House, Smith Square, London, SW1P 3HZ |
| Tuesday | 19 June 2018 | 11.00 – 13.00 | Westminster Suite, 8th Floor, Local Government House, Smith Square, London, SW1P 3HZ |

Appendix D: Outside Body Appointments

Community Wellbeing Board: Outside Bodies

| Organisation | Background | Representative | Allowances/ Expenses | LGA Contact Officer |
|---|---|--------------------------------------|---|---|
| Prime Minister's Dementia Challenge 2020 Group | Meets very occasionally. Also attended by DCX. | Cllr Graham Gibbens (Con) | The LGA will cover reasonable travel and subsistence. | Kevin Halden Kevin.Halden@local.gov.uk |
| Think Local Act Personal Programme Board | Board that reviews finances and status of TLAP. Currently meets every 2 months Members unable to attend last year. | 1 Vacancy | The LGA will cover reasonable travel and subsistence. | Kevin Halden Kevin.Halden@local.gov.uk |
| Mental Health Crisis Care Concordat | The group oversees the implementation of the Mental Health Crisis Concordat. Meets twice a year and chaired by Ministers at Home Office and Department of Health. | Cllr Doreen Huddart (Lib Dem) | The LGA will cover reasonable travel and subsistence. | Mark Norris / Laura Caton Mark.Norris@local.gov.uk Laura.Caton@local.gov.uk |

| | | | | |
|---|--|-------------------------|---|---|
| <p>Cabinet Office Covenant Reference Group</p> | <p>To review national progress against the Armed Forces Community Covenant</p> <p>Annual meeting with the Prime Minister and ministerial representatives from all government departments.</p> <p>Chairman is the main invite but need a substitute</p> | <p>1 Vacancy</p> | <p>The LGA will cover reasonable travel and subsistence</p> | <p>Laura Caton Laura.Caton@local.gov.uk</p> |
|---|--|-------------------------|---|---|

Asylum, Refugee and Migration Task Group

The Board is also asked to note that the LGA operates a Member-led Asylum, Refugee and Migration Task Group made up of regional members and Regional Strategic Migration Partnership representation covering all of the English regions, Northern Ireland, Wales and Scotland. Its primary focus is issues around the asylum, refugee and migration agenda from a local government perspective. The LGA, via the Task Group, has been involved in discussions with Government and with regions for a long period of time. These discussions have been concerned with how to work together to find sustainable solutions to these issues which also minimise the pressures on local authorities, local communities and vulnerable individuals. The Group reports to the Children and Young People and Community Wellbeing Boards. A member from each LGA Political Group also oversees and advises on the LGA position on asylum and refugee resettlement.

Proportionality Figures 2017/18

Members are asked to ensure that appointments for 2017/18 are in broad proportionality with the 19 Member political group makeup of the Board, which is as follows:

8 Conservative, 7 Labour, 2 Independent, 2 Liberal Democrat.