

Membership and terms of reference for 2017/2018

Purpose

For discussion and decision.

Summary

For members to note the membership and agree the Terms of Reference of the Board for 2017/18.

Recommendation

That the Improvement and Innovation Board note its membership and agree its Terms of Reference.

Action

Officers respond accordingly to members' direction.

Contact officer: Eleanor Reader-Moore
Position: Assistant Member Services Manager
Phone no: 020 7664 3383
E-mail: eleanor.reader-moore@local.gov.uk

Improvement & Innovation Board – Membership 2017/2018

Councillor	Authority
Conservative (8)	
Cllr Paul Bettison OBE (Chairman)	Bracknell Forest Borough Council
Cllr Janet Blake	Aylesbury Vale District Council
Cllr Peter Fleming OBE	Sevenoaks District Council
Cllr Angelique Foster	North East Derbyshire District Council
Cllr James Jamieson	Central Bedfordshire Council
Cllr Catherine Rankin	Tunbridge Wells Borough Council
Cllr Barry Wood	Cherwell District Council
Cllr Laura Miller	Purbeck District Council
Cllr Glen Sanderson JP (Observer)	Northumberland Council
Substitutes	
Cllr Thomas Garrod	Norfolk County Council
Cllr Ian McCord	South Northamptonshire District Council
Cllr Linda Robinson	Wychavon District Council
Labour (7)	
Cllr Judi Billing MBE (Deputy Chair)	North Hertfordshire District Council
Cllr Joy Allen	Durham County Council
Cllr Phil Davies	Wirral Metropolitan Borough Council
Cllr Tudor Evans OBE	Plymouth City Council
Cllr Abdul Jabbar MBE	Oldham Metropolitan Borough Council
Cllr Bob Price	Oxford City Council
Cllr Sue Woodward	Staffordshire County Council
Sir Stephen Houghton CBE (Observer)	Barnsley Metropolitan Borough Council
Substitutes	
Cllr Amy Cross	Blackpool Council
Cllr Colin Glover	Carlisle City Council
Cllr Nicole Meardon	Cheshire West and Chester Council
Liberal Democrat (2)	
Mayor Dave Hodgson MBE (Vice-Chair)	Bedford Borough Council
Cllr Liz Green	Kingston upon Thames Royal Borough Council
Cllr Alan Connett (Observer)	Teignbridge District Council
Substitutes	
Cllr Cherry Beath	Bath & North East Somerset Council
Independent (1)	
Cllr Ron Woodley (Deputy Chair)	Southend-on-Sea Borough Council

Cllr Mike Haines (Observer)	Teignbridge District Council
<i>Substitutes</i>	
Cllr Sebastian Bowen	Herefordshire Council
Cllr Andrew Stringer	Mid Suffolk District Council
Cllr Robert Bucke	Tendring District Council
Observers	
Mr Richard Priestman	Local Government Improvement and Development (Improvement and Development Agency Company Board)
Mr Philip Sellwood	Energy Saving Trust (Improvement and Development Agency Company Board)

Improvement and Innovation Board: Terms of Reference 2017/2018

1. The purpose of the Improvement and Innovation Board is to provide strategic oversight of all the Local Government Association's (LGA) policy and improvement activity in relation to councils improving their performance and productivity - in line with the LGA priorities and the Memorandum of Understanding with DCLG regarding DCLG funding for sector led improvement. The IDeA Board is formally accountable to DCLG for the use of the grant funding.
2. In doing so, it will work closely with the LGA 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 an overarching framework for the sector's work on sector-led improvement. It will maintain strategic oversight of improvement support provided by LGA Boards and other sector owned bodies (for example successor bodies to the regional improvement and efficiency partnerships (RIEPs) and Boards set up for specific services) and provide guidance and advice as new support offers are developed.
3. Boards should seek to involve councillors in supporting the delivery of these priorities. This can be through task groups, special interest groups (SIGs), regional networks and other means of wider engagement. They are operating essentially as the centre of a network connecting to all councils and drawing on the expertise of key advisors from the sector.
4. The Improvement and Innovation Board will be responsible for:
 - 4.1 Developing a thorough understanding of council priorities and performance across the width of councils' responsibilities, using strong networks and robust information.
 - 4.2 Helping to shape the LGA Business plan by ensuring the priorities of the sector are fed into the process.
 - 4.3 Overseeing a programme of work to deliver the strategic priorities set by the LGA Executive, covering campaigns, research and/or policy, good practice, improvement support and events - as specified in the business plan and in the Memorandum of Understanding with DCLG - and taking into account linkages with other policy boards where appropriate. The programme of work focuses around the following priority areas agreed by the Improvement and Innovation Board: Leadership; Improvement (challenge and support from peers); Accountability and Transparency/sharing practice; Productivity and Efficiency; Innovation.

- 4.4 Representational activities on behalf of the LGA and responsibility for the promulgation of activity through public statements in its areas of responsibility. DCLG grant funding for improvement will only be used for the purpose set out in the MoU and will not be used to lobby parliament, government or political parties.
- 4.5 Building and maintaining effective relationships with key stakeholders.

5. The Improvement and Innovation Board may:

- 5.1 Appoint members to relevant Outside Bodies in accordance with guidance in the Political Conventions.
- 5.2 Appoint member 'champions' where appropriate (who must be a current member of the Board) on key issues, with responsibility for liaising with lead members on key issues that require rapid response and contact with councils.

Quorum

- 6. Quorum is one third of the members, provided that representatives of at least 2 political groups represented on the body are present.

Political Composition

- 7. The Political composition of the Improvement and Innovation Board is as follows;

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|-----|-------------------------|-----------|
| 7.1 | Conservative group: | 8 members |
| 7.2 | Labour group: | 7 members |
| 7.3 | Independent group: | 2 members |
| 7.4 | Liberal Democrat group: | 1 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 Board will report annually to the LGA Executive at the July meeting.



**Improvement and Innovation
Board**

01 November 2017