

25 October 2018

Membership and terms of reference for 2018/19

Purpose

For discussion and decision.

Summary

For members to note the membership and agree the Terms of Reference of the Board for 2018/19.

Recommendation

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

Action

Officers to respond accordingly to members' direction.

Contact officer: Dan Mould
Position: Member Services Officer
Phone no: 020 7187 7363
E-mail: dan.mould@local.gov.uk

Improvement & Innovation Board – Membership 2018/2019

Councillor	Authority
Conservative (9)	
Cllr Peter Fleming OBE (Chairman)	Sevenoaks District Council
Cllr Paul Bettison OBE	Bracknell Forest Borough Council
Cllr Steve Count	Cambridgeshire County Council
Cllr Charlotte Haitham Taylor	Wokingham Borough Council
Cllr Donna Jones JP	Portsmouth City Council
Cllr Robert Light	Kirklees Metropolitan Council
Cllr Laura Miller	Purbeck District Council
Cllr Damian White	Havering London Borough Council
Cllr Glen Sanderson JP (Observer)	Northumberland Council
Substitutes	
Cllr Kelham Cooke	South Kesteven District Council
Cllr Lynne Duffy	Wychavon District Council
Cllr Angelique Foster	Derbyshire County Council
Cllr Phil North	Test Valley Borough Council
Labour (8)	
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 Vince Maple	Medway Council

Cllr Alice Perry	Islington Council
Sir Stephen Houghton CBE (Observer)	Barnsley Metropolitan Borough Council
Substitutes	
Cllr Olivia Blake	Sheffield City Council
Cllr Jason Brock	Reading Borough Council
Cllr Amy Cross	Blackpool Council
Liberal Democrat (3)	
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 (2)	
Cllr Ron Woodley (Deputy Chair)	Southend-on-Sea Borough Council
Cllr Mike Haines (Observer)	Teignbridge District Council
Substitutes	
Cllr Paul Cullen	Richmondshire District Council
Cllr Neil Prior	Pembrokeshire County 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 2018/2019

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 MHCLG regarding MHCLG funding for sector led improvement. The IDeA Board is formally accountable to MHCLG 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 MHCLG - 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.

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- 4.4 Representational activities on behalf of the LGA and responsibility for the promulgation of activity through public statements in its areas of responsibility. MHCLG 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;

7.1	Conservative group:	9 members
7.2	Labour group:	8 members
7.3	Liberal Democrat group:	3 members
7.4	Independent group:	2 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.