Membership and Terms of Reference for 2020/21

Purpose

For discussion.

Summary

For members to note the membership and agree the Terms of Reference for the People and Places Board for 2020/21.

Recommendations

The People and Places Board is asked to:

1. Note the membership of the Board for 2020/21 at **Appendix A**;
2. Agree the Board’s Terms of Reference for 2020/21 at **Appendix B**
3. That the Board identify a Member to be the Equalities Advocate for the Board.

Action

Officers to take any actions as required.

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Appendix A People and Places Board – Membership 2020/21

|  |  |
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| **Councillor** | **Authority** |
|  |  |
| **Conservative (12)** |  |
| Cllr Kevin Bentley (Chairman) | Essex County Council |
| Cllr Morris Bright MBE | Hertsmere Borough Council |
| Cllr Rachel Bailey  | Cheshire East Council |
| Cllr Marc Bayliss | Worcester City Council |
| Cllr Neil Clarke MBE  | Rushcliffe Borough Council |
| Cllr Hilary Carrick | Cumbria County Council |
| Cllr Keith Glazier | East Sussex County Council |
| Cllr Diane Marsh  | Gravesham Borough Council |
| Cllr Eddie Reeves | Oxfordshire County Council |
| Cllr Martin Tett  | Buckinghamshire County Council |
| Cllr Bradley Thomas | Wychavon District Council |
| Cllr Rob Waltham MBE | North Lincolnshire Council |
|  |  |
| ***Substitutes*** |  |
| Cllr Jane Murphy | South Oxfordshire District Council |
| Cllr Colin Davie | Lincolnshire County Council |
| Cllr Barry Wood | Cherwell District Council |
|  |  |
| **Labour (4)** |  |
| Cllr Simon Henig CBE (Vice-Chair)  | Durham County Council |
| Cllr Sue Woodward | Staffordshire County Council |
| Cllr Leigh Redman | Somerset County Council |
| Cllr Kyle Robinson | Newcastle-under-Lyme Borough Council |
|  |  |
| ***Substitutes*** |  |
| Cllr Alan Waters | Norwich City Council |
| Cllr Peter Moss | Preston City Council |
| Cllr Rosanne Kirk  | Lincoln City Council |
|  |  |
| **Liberal Democrat (3)** |  |
| Cllr Heather Kidd (Deputy Chair) | Shropshire Council |
| Cllr Sarah Osborne | Lewes District Council |
| Cllr Stan Collins | Cumbria County Council |
|  |  |
| ***Substitutes*** |  |
| Cllr Allan Knox  | Ribble Valley Borough Council |
|  |  |
| **Independent (2)** |  |
| Cllr Bob Jennings (Deputy Chair) | Epping Forest District |
| Cllr Helen Grant  | North Yorkshire County Council |
|  |  |
| ***Substitutes*** |  |
| Cllr Kevin Etheridge | Caerphilly County Borough Council |
| Cllr Emily O'Brien | Lewes District Council |
| Cllr Geoff Knight | Lancaster City Council |

**Appendix B: Terms of Reference: People and Places Board**

1. The People and Places Board represents the interests of non-metropolitan authorities. Its remit includes place-based inclusive growth with a particular emphasis on more rural areas, devolution, the implications of Britain’s departure from the European Union for non-metropolitan areas, digital connectivity, skills and employment support, public service reform and wider issues relating to place-based leadership.
2. The Board should seek to involve councillors in supporting the delivery of these priorities (through task groups, Special Interest Groups (SIGs), regional networks and other means of wider engagement); essentially operating as the centre of a network connecting to all non-metropolitan councils and drawing on the expertise of key advisors from across the sector.
3. The People and Places Board’s responsibilities include:
	1. Ensuring the priorities of non-metropolitan councils are fed into the business planning process.
	2. Developing and overseeing a work programme to deliver the business plan against agreed priorities relevant to their brief, covering lobbying, campaigns, research, improvement support in the context of the strategic framework set by Improvement & Innovation Board, and events, linking with other boards where appropriate.
	3. Sharing good practice and ideas to stimulate innovation and improvement.
	4. Representing and lobbying on behalf of the LGA including making public statements on its area of responsibility.
	5. Building and maintaining relationships with key stakeholders.
	6. Involving representatives from councils in its work, through task groups, Commissions, SIGs, regional networks and mechanisms.
	7. Commissioning LGA officers and resources, where appropriate, to respond to specific issues referred to the Board by one or more member councils or groupings of councils.
4. The People and Places Board may:
	1. Appoint members to relevant outside bodies in accordance with the Political Conventions.
	2. Appoint member champions from the Board to lead on key issues, with responsibility for liaising with portfolio holders on key issues that require rapid response/contact with councils.

**Work Programme**

1. The Board to set its own work programme which is agreed at the start of each meeting cycle in early Autumn.

**Quorum**

1. One third of the members, provided that representatives of at least two political groups represented on the bodyare present.

**Political Composition**

1. The composition by political party is recalculated each year and reflects the political proportionality of the wider group of councils from which their membership is drawn. The current composition is:

Conservative group: 12 members

Labour group: 4 members

Liberal Democrat group: 3 members

Independent group: 2 members

1. Substitute members from each political group may also be appointed.

**Frequency per year**

1. Meetings to be held five times per annum.

**Reporting Accountabilities**

1. The LGA Executive Advisory Board provides oversight of the Board. The Board may report periodically to the LGA Executive Advisory Board e as required, and will submit an annual report to the Executive Advisory Board’s July meeting.

Equalities Advocate

1. The Executive Advisory Board have asked each Board to identify a member to be an Equalities Advocate within each Board to raise the profile of any equalities issues within that Board’s workstream. The advocates will work together to coordinate the messaging across the organisation and to report back to the Executive Advisory Board.