**Improvement and Innovation Board Membership, Terms of**

**Reference and Outside Body Appointments**

**Purpose**

To ask the Improvement and Innovation Board to note its Membership, Terms of Reference

and agree the Outside Bodies appointments for 2014/15.

**Summary**

The Board’s Membership (**Appendix A**), Terms of Reference (**Appendix B**) and nominations

to Outside Bodies (**Appendix C**) are attached to this report.

**Recommendation**

That the Improvement and Innovation Board:

* notes its Membership and Terms of Reference, and agrees the Outside Bodies appointment for 2014/15
* notes the LGA’s role in nominating local government experts to sit on an independent advisory panel on EU fines adjudication, as and when required.

**Action**

Advise Outside Bodies of Board Appointments.

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| **Contact officer:** | Patrick McDermott |
| **Position:** | Member Services |
| **Phone no:** | 0207 664 3342 |
| **E-mail:** | [patrick.mcdermott@local.gov.uk](mailto:patrick.mcdermott@local.gov.uk) |

**Appendix A**

**Improvement and Innovation Board – Membership 2014/2015**

\* indicates new member/substitute:

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| **Councillor** | **Authority** |
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| **Labour ( 7)** |  |
| Cllr Claudia Webbe\* | Islington Council |
| Cllr Mrs Judi Billing\* **(Deputy Chair)** | North Hertfordshire District Council |
| Cllr Phil Davies\* | Wirral Metropolitan Borough Council |
| Cllr Darren Cooper\* | Sandwell Metropolitan Borough Council |
| Cllr Bob Price\* | Oxford City Council |
| Cllr Kate Hollern | Blackburn with Darwen Borough Council |
| Cllr Imran Hussain | Bradford Metropolitan District Council |

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| ***Substitutes*** |  |
| Cllr Sean Fielding\* | Oldham Metropolitan Borough Council |
| Cllr Mrs Sue Whitaker\* | Norfolk County Council |
| Cllr Sue Woodward | Staffordshire County Council |

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| **Conservative ( 7)** |  |
| Cllr Keith Glazier\* | East Sussex County Council |
| Cllr Roy Perry\* | Hampshire County Council |
| Cllr Peter Fleming **(Chairman)** | Sevenoaks District Council |
| Cllr Teresa O'Neill | Bexley Council |
| Cllr Richard Stay | Central Bedfordshire Council |
| Cllr Glen Miller | Bradford Metropolitan District Council |
| Cllr Tony Jackson | East Herts Council |

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| ***Substitutes*** |  |
| Cllr David Finch\* | Essex County Council |
| Cllr Dominic Gilham\* | Hillingdon London Borough Council |
| Cllr Mrs Janet Blake\* | Aylesbury Vale District Council |
| Cllr Barry Wood | Cherwell District Council |

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| **Liberal Democrat ( 2)** |  |
| Cllr Mrs Jill Shortland OBE **(Vice- Chair)** | Somerset County Council |
| Cllr Mrs Theresa Higgins | Essex County Council |

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| **Independent ( 2)** |  |
| Cllr Mrs Shirley Flint **(Deputy Chair)** | North Kesteven District Council |
| Cllr John Blackie | North Yorkshire County Council |

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| ***Substitutes*** |  |
| Cllr Adrian Naylor\* | Bradford Metropolitan District Council |
| Cllr Michael Haines\* | Teignbridge District Council |
| Cllr Laura Conway | North Kesteven District Council |

**Appendix B**

**Improvement and Innovation Board Terms of Reference and Remit**

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 and in relation to localism - in line with the LGA priorities.
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 such as the Towards Excellence in Adult Social Care board (TEASC) 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:
   1. Developing a thorough understanding of council priorities and performance across the width of councils' responsibilities, using strong networks and robust information.
   2. Helping to shape the LGA Business plan by ensuring the priorities of the sector are fed into the process.
   3. Overseeing a programme of work to deliver the strategic priorities set by the LGA Executive, covering lobbying and campaigns, research and/ or policy, good practice, improvement support and events - as specified in the business plan, taking into account linkages with other policy boards where appropriate.
   4. Representational and lobbying activities on behalf of the LGA and responsibility for the promulgation of activity through public statements in its areas of responsibility.
   5. Building and maintaining effective relationships with key stakeholders.
5. The Improvement and Innovation Board may:
   1. Appoint members to relevant Outside Bodies in accordance with guidance in the Political Conventions.

Appoint member 'champions' where appropriate (who must be a current member of the Board) on key issues, with responsibility for liaising with portfolio holders on key issues that require rapid response and contact with councils.

1 September 2014

**Remit for other LGA Boards in taking forward the LGA’s work on improvement and innovation**

1. In June 2014 the Improvement and Innovation Board held a workshop (involving leading members from other LGA Boards) to consider the practical implications of the LGA governance review, which had concluded that the Improvement and Innovation Board should take responsibility for all improvement activity across the LGA.
2. Members concluded that it was important to retain and build on the knowledge and experience already developed by other Boards in pursuing improvement within their remit and that there was an opportunity for the Improvement and Innovation Board to develop a more strategic or “overarching” approach.
3. The following text has been reported to all LGA Boards to describe how it is intended to give effect to this “overarching” approach.

8.1 “Leading members from LGA Boards and members of the Improvement and Innovation Board participated in a workshop on 2 June to discuss the future of sector led improvement and the role of the LGA Boards in the light of the outcome of the LGA Governance review that the Improvement and Innovation Board should take responsibility for all improvement activity.

8.2 At the workshop members felt that the Improvement and Innovation Board should hold an “overarching” umbrella remit on LGA improvement activity, providing the strategic framework for the approach to sector led improvement and maintaining oversight of the support provided. Individual Boards would continue to lead on improvement activities and support within their “service” areas. This approach builds on the expertise already held by existing Boards and the established linkages/relationships already developed at political and officer level.

8.3 In order to give effect to this and to help the Improvement and Innovation Board develop and maintain a strategic overview, the Board agreed on 15 July that:

* + 1. officers be asked to coordinate the flow of business through the Boards so that the Improvement and Innovation Board is invited to express strategic views about any significant improvement issues before other Boards;
    2. during the year the Improvement and Innovation Board receives suitably timed progress reports on the major improvement programmes, for example:
* Children’s: around the Annual Ofsted report
* Corporate/Finance: around Budget time
* Adults/Health: around the annual TEASC report of performance in adult social care.
* Relevant Board Chairs would be invited to attend.

8.4 As far as possible, the Improvement and Innovation Board meets towards the end of each quarterly cycle of meetings so it can consider any significant issues put before other Boards and then report back to Boards at their next meeting.

8.5 It is not the intention that these arrangements should limit or delay the work of individual Boards but that our approach to supporting councils’ improvement across a wide range of subject areas should be consistent and coherent and that the lessons we learn about what works for improvement in one area should inform our wider approach. The Improvement and Innovation Board will take updates on service improvement issues from time to time and would need to be involved, for example, if there was any suggestion of moving away from our core principles of sector led improvement in any area.

8.6. The Improvement and Innovation Board has also agreed to review and refresh our current approach to sector led improvement in the light of the recent evaluation and in the context of the forthcoming General Election. The Board will be keen to engage councils and a wide range of stakeholders in this process, including other LGA Boards.

8.7 In addition the Leadership Board on 16 July approved the LGA campaigns for 14/15, including a campaign on sector led improvement. This will provide an opportunity for the LGA to refresh the way it communicates councils’ improvement and our efforts to support them”.

**Appendix C**

**Appointments to Outside Bodies – 2014/15**

1. For the 2014/15 cycle, there is a single Outside Body appointment for the Improvement and Innovation Board. It is proposed that Cllr Tim Cheetham continue in his role with the Knowledge Navigator Steering Group to see this work to its conclusion, which is expected by March 2015.

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| **LGA Structure** | **Background** | **Representative for 2014/15** | **Contact** |
| Knowledge Navigator Steering Group | The steering group programme manages the Local Government Knowledge Navigator team to direct the work to maximise the benefit to the sector. | 1 place  Cllr Tim Cheetham (Lab)  Barnsley | David Pye  Programme Manager - Research (LGA)  [david.pye@local.gov.uk](mailto:david.pye@local.gov.uk) |

**LGA as the nominating body for independent advisory panel on EU fines adjudication**

1. In addition to appointing members to Outside Bodies, the LGA could also be called upon to nominate experts from within the sector to sit on an independent advisory panel on EU fines adjudication. This would only be in the event that a panel is required.
2. The Localism Act contains the requirement that, before an EU fine can be passed to local authorities, Ministers must seek, and take heed of the advice of an independent advisory panel on EU fines adjudication.
3. Should a Minister seek to pass on all, or part of an EU fine to an English local authority, the LGA is responsible for nominating local government experts to the panel in cases which involve an English local authority.[[1]](#footnote-1) The LGA, together with Society of Local Authority Chief Executive’s (SOLACE), have proposed that each panel will include an elected Member, an officer and chief executive expert from within the sector.[[2]](#footnote-2)
4. Nominations to a panel will be made on a case by case basis, determined by the service area to which the fine relates. Given that an EU fines case is likely to be technical, high profile, and time consuming, appointments will need to be agreed by the LGA Chief Executive and Chair, in conjunction with advice from the relevant Board and policy officers.
5. Further information on the role of the panel is available in Policy Statement on the Department for Communities and Local Government’s web page: <https://www.gov.uk/government/publications/policy-statement-for-part-2-of-the-localism-act-2011>.

1. The Greater London Authority will arrange its own nominations separately. [↑](#footnote-ref-1)
2. SOLACE will nominate a chief executive from within their network as and when a fine arises. [↑](#footnote-ref-2)