

Membership, Terms of Reference and Board Priorities for 2023/24

Purpose of Report

For decision.

Is this report confidential? No

Summary

The report sets out the membership and the board Terms of Reference for 2023/24 and seeks agreement about the Board's priorities for the coming year.

This paper has been updated following discussion at the Board's October meeting.

LGA Plan Theme: One politically led organisation

Recommendation(s)

That the Improvement and Innovation Board:

1. Note the Board's membership
2. Note the Board's Terms of Reference
3. Agree the Board's priorities for the coming year.

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Membership, Terms of Reference and Board Priorities for 2023/24

Improvement and Innovation Board: Membership 2023/24

Councillor	Authority
Labour	
Cllr David Baines (Deputy Chair)*	St Helens Borough Council
Cllr Jane Mudd	Newport City Council
Cllr Dr Beccy Cooper	Worthing Borough Council
Cllr Anthony McKeown	High Peak Borough Council
Cllr Jane Scullion*	Calderdale Council
Cllr Grace Williams*	Waltham Forest London Borough Council
Mayor Damien Egan	Lewisham London Borough Council
Sir Stephen Houghton CBE (National Lead Peer - Observer)	Barnsley Metropolitan Borough Council
Substitutes	
Cllr Deirdre Costigan*	Ealing London Borough Council
Cllr Carl Johnson*	North Tyneside Council
Cllr Jane Gebbie*	Bridgend County Borough Council
Conservative	
Cllr Abi Brown (Chair)	Stoke on Trent City Council
Cllr Rory Love*	Kent County Council
Cllr Derek Bastiman	North Yorkshire Council
Cllr Phil North	Test Valley Borough Council
Cllr Gwilym Butler	Shropshire Council
Cllr Dave Thomas*	Torbay Council
Cllr William Nunn (National Lead Peer - Observer)*	Norfolk County Council
Substitutes	
Cllr Louis Gardner*	Cornwall Council
Cllr Daniel Humphreys*	Worthing Borough Council
Cllr Chris Boden*	Fenland District Council
Cllr Nick Clarke*	West Suffolk Council
Liberal Democrat	
Cllr Tim Pickstone (Vice-Chair)*	Cumberland Council

Mayor Peter Taylor	Watford Borough Council
Cllr Mike Every*	Cotswold District Council
Cllr Alan Connett (National Lead Peer - Observer)	Teignbridge District Council
Substitutes	
Cllr Paul Crossley	Bath & North East Somerset Council
Independent	
Cllr Alex Coley (Deputy Chair)	Epsom and Ewell Borough Council
Cllr Sarah Rouse *	Malvern District Council
Cllr Adam Paynter (National Lead Peer - Observer)*	Cornwall Council
Substitutes	
Cllr Neil Gregory*	Uttlesford District Council
Cllr James Hakewill	North Northamptonshire Council
Cllr Julian German	Cornwall Council
Cllr Paul Hilliard	Bournemouth, Christchurch and Poole Council
Independent Observers	
Philip Sellwood CBE	
Richard Priestman	
(* - new Board members / substitute members for 2023-24)	

Improvement and Innovation Board: Terms of Reference 2023/24

1. The purpose of the Improvement and Innovation Board (IIB) is to provide strategic oversight of the Local Government Association's (LGA) policy and improvement activity in relation to councils **improving their performance, productivity and supporting innovation** - in line with the LGA's priorities and the Grant Determination Letter agreed with the Department for Levelling Up, Housing and Communities (DLUHC).
2. It will maintain strategic oversight of improvement support provided by LGA Boards and other sector owned bodies and provide guidance and advice as new support offers are developed. 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.

3. The Improvement and Innovation Board will be responsible for:
 - 3.1 Overseeing the programme of work which focuses around the priority areas agreed by the Lead Members of the Improvement and Innovation Board including:
 - 3.1.1 Improvement and Assurance framework for local government
 - 3.1.2 Peer Support and Development
 - 3.1.3 The Office for Local Government
 - 3.1.4 Wider Sector-led Improvement programmes including Leadership, Transformation and Finance
 - 3.1.5 Advocating for improvement and innovation
 - 3.2 Overseeing a programme of work to deliver the strategic priorities set by the LGA Executive, covering campaigns, research and/or policy, **sharing of good practice and sector innovation**, improvement support and events - as specified in the business plan and in the grant determination letter with DLUHC - and taking into account linkages with other boards where appropriate.
 - 3.3 Developing a thorough understanding of council improvement priorities and the width of councils' responsibilities, using strong networks and robust information.
 - 3.4 Representational activities on behalf of the LGA and responsibility for the promotion of activity through public statements in its areas of responsibility **and being advocates for, and champions of, sector led improvement**. DLUHC grant funding for improvement will only be used for the purpose set out in the grant determination letter and will not be used to lobby parliament, government or political parties.
 - 3.5 Building and maintaining effective relationships with key stakeholders.
 - 3.6 Understanding the impact of government policy on sector-led improvement.
4. The Improvement and Innovation Board may:
 - 4.1 Appoint members to relevant Outside Bodies in accordance with guidance in the Political Conventions.
 - 4.2 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 a rapid response and contact with councils.

5. Lead Members will collectively have responsibility to support LGA events, publications and more as appropriate. Relevant opportunities will be offered to all lead members as they emerge, who can then take a decision on who is best placed to offer their insight and support.

Improvement and Innovation Board: Priorities and Agenda 2023/24

6. The work programme for the Board is informed by the improvement activities and direction set out in the grant determination letter agreed with DLUHC and wider improvement needs of the sector. Within this framework, the Board will help to lead the agenda for local government by responding to sector needs and supporting authorities to respond to challenges affecting local government. It will also support the overall objectives of the organisation, as set out in the LGA's Business Plan.
7. The agenda for Board meetings will be guided by the priorities outlined at 3.1 and will also include as appropriate updates on grant determination letter progress, each programme area (at least once a year), LGA Annual Conference and Innovation Zone and relevant central government developments.
8. Equalities, diversity and inclusion implications should be considered for all agenda items.

Equalities Advocate

9. The Executive Advisory Board have asked each Board to identify a member to be an Equalities Advocate 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 report back to the Executive Advisory Board. Due to this cross-board work the decision has been made that these appointments should be politically balanced and co-ordinated by the LGA's Political Group Offices (PGOs). **The Equalities Advocate for the Improvement & Innovation Board is Cllr Derek Bastiman.**

Quorum

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

Composition

11. The composition of the Improvement and Innovation Board is as follows (including political observers):

11.1 Labour group:	8 members
11.2 Conservative group:	7 members
11.3 Liberal Democrat group:	4 members
11.4 Independent group:	3 members
11.5 Non-executive Independent observers:	2 members

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

Frequency per year

13. Meetings to be held five times per annum.

Reporting accountabilities

14. The Board will report annually to the LGA Executive at the July meeting.

15. The Board will report regularly to the Councillors Forum throughout the political year on significant improvement activity.

Implications for Wales

16. There are no implications for Wales.

Financial Implications

17. There are no additional financial implications arising as a result of this report.

Equalities implications

18. An Equalities Advocate will be appointed to raise the profile of any equalities issues within that Board's workstream.

19. Equalities, diversity and inclusion implications should be considered for all agenda items brought to the Board.

Next steps

20. N/A