

1 October 2015

Membership, Terms of Reference and Outside Body Appointments

Purpose

For discussion and direction.

Summary

For members to note the Board membership (set out on the page before the agenda in this pack) and the Board's Terms of Reference (**Appendix A**).

Members are also invited to agree appointments to outside bodies (**Appendix B**).

Recommendation

Members to note the membership and Terms of Reference of the Board, and agree appointments to outside bodies.

Action

Officers respond accordingly to Members' direction.

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Appendix A: Terms of Reference

1. The purpose of the Environment, Economy, Housing and Transport Board is to provide strategic oversight of the LGA's policy, regulatory and improvement activity in relation to the economy and environment, including transport, employment and skills, economic development and business support, housing, planning, waste and climate change, in line with the LGA priorities and any specific regulatory and LGA European lobbying priorities as they relate to this activity.
2. Boards 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) operating as the centre of a network connecting to all councils and drawing on the expertise of key advisors from the sector.
3. The responsibilities of the Environment, Economy, Housing and Transport Board include:
 - 3.1 Ensuring the priorities of councils are fed into the business planning process.
 - 3.2 Developing a work programme to deliver the business plan priorities relevant to their brief, covering lobbying, campaigns, research, improvement support and events and linking with other boards where appropriate.
 - 3.3 Sharing good practice and ideas to stimulate innovation and improvement.
 - 3.4 Representing and lobbying on behalf of the LGA including making public statements on its areas of responsibility.
 - 3.5 Building and maintaining relationships with key stakeholders.
 - 3.6 Involving representatives from councils in its work, through task groups, Commissions, SIGs, regional networks and mechanisms.
 - 3.7 Responding to specific issues referred to the Board by one or more member councils or groupings of councils.
4. The Environment, Economy, Housing and Transport Board may:
 - 4.1 Appoint members to relevant outside bodies in accordance with the Political Conventions.
 - 4.2 Appoint member champions from the Board to lead on key issues.