

Membership and Terms of Reference for 2015/16

Purpose

For decision.

Summary

For members to note the Board's membership attached at **Appendix A**, and agree the Terms of Reference for the Board for 2015/16 attached at **Appendix B**.

Recommendation

Members note the membership of the Board and agree the Terms of Reference.

Action

Officers respond accordingly to members' direction.

Contact officer:

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Position:

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Appendix A

Improvement and Innovation Board – Membership 2015/2016

* indicates new member/substitute:

Councillor	Authority
Conservative (7)	
Cllr David Simmonds CBE (Chair)*	Hillingdon London Borough Council
Cllr Keith Glazier	East Sussex County Council
Cllr Robert Gould*	Dorset County Council
Cllr Stephen Parnaby OBE*	East Riding of Yorkshire Council
Cllr Linda Robinson*	Wychavon District Council
Cllr Michael Wilcox*	Lichfield District Council
Cllr Barry Wood*	Cherwell District Council
Observer	
Cllr Paul Bettison	Bracknell Forest Borough Council
Substitutes	
Cllr Dominic Gilham	Hillingdon London Borough Council
Cllr Janet Blake	Aylesbury Vale District Council
Cllr Russell Roberts*	Kettering Borough Council
Cllr Harvey Siggs*	Mendip District Council
Labour (7)	
Cllr Judi Billing MBE (Deputy Chair)	North Hertfordshire District Council
Cllr Claudia Webbe	Islington Council
Cllr Phil Davies	Wirral Metropolitan Borough Council
Cllr Darren Cooper	Sandwell Metropolitan Borough Council
Cllr Bob Price	Oxford City Council
Cllr Lewis Herbert*	Cambridge City Council
Cllr Sue Woodward	Staffordshire County Council
Observer	
Cllr Bryony Rudkin	Suffolk County Council
Substitutes	
Cllr Sue Whitaker	Norfolk County Council
Cllr Colin Glover*	Carlisle City Council
Independent (2)	
Cllr Shirley Pannell (Deputy Chair)	North Kesteven District Council
Cllr John Blackie	Richmondshire District Council
Substitutes	
Cllr Michael Haines	Teignbridge District Council
Cllr Laura Conway	North Kesteven District Council

Liberal Democrat (2)	
Mayor Dave Hodgson (Vice-Chair)*	Bedford Borough Council
Cllr Cherry Beath*	Bath & North East Somerset Council
Observer	
Cllr Howard Sykes MBE	Oldham Metropolitan Borough Council
Substitutes	
Cllr David Neighbour*	Hart District Council
Observers (2)	
Mr Richard Priestman	Local Government Improvement and Development
Mr Philip Sellwood	Energy Saving Trust

Appendix B

Improvement and Innovation Board Terms of Reference

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:
 - 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 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.
 - 4.4 Representational and lobbying activities on behalf of the LGA and responsibility for the promulgation of activity through public statements in its areas of responsibility.
 - 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 portfolio holders 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. Conservative group: | 7 members |
| 8. Labour group: | 7 members |
| 9. Independent group: | 2 members |
| 10. Liberal Democrat group: | 2 members |

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

Frequency per year

12. Meetings to be held quarterly.

Reporting Accountabilities

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