

IMPROVEMENT AND DEVELOPMENT BOARD | DRAFT MINUTES

16 November 2023

Present:

James Alexander, Independent Chair; Jonathan Owen, NALC chief executive; Cllr Keith Stevens, NALC national Chair; Wendy Amis, Derbyshire county officer; Adam Keppel-Green, SLCC branch rep; Sue Hobbs, SLCC; Rob Smith, SLCC chief executive and Mia Shelton, LGA Senior Advisor - Improvement & Policy.

Also present:

Charlotte Eisenhart, NALC head of member services, Hazel Broatch, NALC Civility and Respect project manager, Lisa Etchell, NALC projects officer and Councillor Abi Brown, Chair, LGA's Improvement and Innovation Board.

1. Apologies and absence

Apologies were received from Helen Quick, SLCC head of conferences, training & education and Sally Longmate, Suffolk county officer.

2. Minutes from previous meeting and matters arising

The minutes of the meeting held on 16 March 2023 were approved.

No matters arising.

3. Introductions

3.1 The Board welcomed new Independent Chair, James Alexander.

4. Forward work programme

4.1 The board discussed items for the work programme for 2023/24 (Appendix 4.1, Work programme for 2022/23 attached).

Resolved: That the work programme for 2023/24 should include, but not limited to: Local Council Award Scheme criteria review, Clerk occupational standards review, CILCA portfolio review, Corporate Peer Challenge, Data Collection, Civility and Respect.

5. Developing new Improvement Strategy

- 5.1 Board discussed the development of a new improvement strategy – Link to previous strategy can be found here: [National Improvement Strategy](#)

Resolved: The Board agreed to meet in person early in 2024 to further develop on the proposals in the paper

6. Update on IDB programmes and Civility & Respect project

- 6.1 Board received updates on various projects/programmes.

NALC Improvements

The Board noted the report on NALC improvements.

Civility and Respect project

Hazel Broatch gave an update on the progress of the Civility and Respect project

LGA

Mia Shelton reported that the LGA's 'Debate not Hate' Campaign had recently experienced an increased take up. As part of the campaign support, the LGA provided a useful toolkit and she encouraged members to make use of this and any other LGA resource if needed. She also reported that the recent NALC/LGA 'Make a Change/Be a councillor' event had been successful and well attended.

County Officer Development

Wendy Amis reported that the CALC Officer Improvement Programme for 2024 was currently being worked on. This contained a full year of topics/events for County Officers.

7. Meeting dates for 2024

Draft meeting dates for 2024 to be circulated.

ACTION: LE/CE to circulate draft 2024 meeting dates.

The next meeting of the Improvement and Development Board will be confirmed.



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