

MANAGEMENT BOARD | DRAFT MINUTES

Date: 22 November 2022

Time: 10.00 – 12.00

Venue: Zoom

Present:

Cllr Pat Ansell, Cllr Sue Baxter, Cllr Bob Blezzard, Cllr Peter Davey (vice-chair finance), Cllr Mike Drew (vice-chair member services), Cllr David Francis, Cllr Graham Ford, Cllr Paul Harvey, Cllr Richard Parry, Cllr Loraine Rappe, Cllr Keith Stevens (chair), Jonathan Owen the chief executive, Justin Griggs head of policy and communications, Charlotte Eisenhart head of member services, and Steven Walker head of finance and administration.

1. Minutes of previous meeting - 20 September 2022

The minutes of the meeting of Management Board held on 20 September 2022 were approved. Cllr Blezzard commented that the Lib Democrat conference had been cancelled due the Queen's funeral. NALC might consider attending their spring conference instead. Head of policy and communications to liaise.

Cllr Francis asked for feedback on the recent AGM which the chief executive provided, and the draft minutes would be reported to National Assembly on 6 December.

2. National Assembly Agenda 6 December

The draft agenda was agreed. Cllr Blezzard noted there was a vacancy on the TFG governance and offered to fill the SERCAF place.

Cllr Francis asked for the forward calendar of meetings to be circulated so that any errors or anomalies could be addressed.

3. Monitoring and managing performance and service delivery.

Member services – commentary report on Smaller Councils Committee proposals.

The board considered a report from the head of member services providing commentary on the recent report of the smaller councils' committee following their recent survey. The report set out how the committee would be engaged on several areas from within the member services remit and their views sought on publications and service developments.

The report was broadly welcomed with the following points made:

- Smaller and Larger Councils Committee should have role in proofing products from their perspectives.
- Whilst one size usually fitted all there would need to be flexibility to allow for products to address specific needs of the smallest councils.
- Simplified documents, whilst desirable, were not always possible as the legislation affected all councils the same. There were associated issues around support on those documents and the need for councils to engage with them.
- There was a continuing challenge around the definition of smaller councils which was seen by many as too wide. Real focus of support should be the micro councils.

Policy and communications:

Justin Griggs outlined plans for the coming year. There was discussion of the relative merits of remote and face to face events and broad support for holding one or the other, rather than hybrid events. It was agreed to hold remote events and a face-to-face conference.

On the Parliamentary Reception, Lobby Day, and Star Council Awards, it was agreed to work up proposals to hold these in the autumn in a single event.

Feedback from recent meetings with LGA and arrangements for next year's conference.

The chair reported back on recent discussions with the LGA chair. There had been agreement to have regular dialogue and Cllr Stevens had been invited to the LGA reception. The LGA had also agreed to support sector improvement work including peer challenge, the make a change campaign, regional liaison, and a workforce strategy. There was still work to be done to persuade LGA and the government to provide additional support. NALC would have a stand at the LGA conference, 4- 6 July and a fringe event. There would also be participation in the innovation zone.

White ribbon campaign: Policy Committee agreed to back the campaign and promote to councils and invited Management Board to support NALC becoming an accredited organisation. Kay Wesley joined the meeting to emphasize the importance of this campaign from her experience at Congleton Town Council and the board unanimously agreed to support NALC becoming an accredited organisation

Finance and administration - 109 update.

The chief executive provided an update on the possible sale of 109 and the board unanimously agreed that options should be explored to vacate the building in the spring in advance of any sale of the building.

4. Management Board away day - January

It was agreed to hold an away day on 10 January for Management Board and the aim of the day will be to “team build” and discuss strategic direction.

5. External Affairs

SAAA – the minutes of the meeting held on 19 October were received and the SAAA’s positive financial position was noted. Recruitment for a new board was underway which would oversee the SAAA future development.

SLCC – the chair reported back on positive attendance at their recent conference when the NALC/SLCC protocol was renewed. Concerns were expressed that there had been insufficient consultation with the board on the protocols’ development and there were difficulties in accessing the minutes of the recent meeting

6. Date and time of next meeting

Management Board will have an away day on 10 January 2023, details to follow.

Please note the Management Board meetings for 2023:

- 21 March at 10.00 via Zoom
- 04 July at 11.00 Face to face (subject to agreement by Management Board nearer the time)
- 19 September at 10.00 via Zoom
- 21 November at 10.00 via Zoom
- 8 January at 10.00 via Zoom

Please note Management Board (informal) meetings for 2023:

- 13 February at 11.00 via Zoom
- 17 April at 11.00 via Zoom
- 12 June at 11.00 via Zoom
- 07 August at 11.00 via Zoom
- 09 October at 11.00 via Zoom
- 11 December at 11.00 via Zoom

