

BOARD MINUTES

Meeting: Board meeting
Date: Tuesday 19 May 2009
Time: 13.00 – 15.30
Location: Griffin House, Board room

Attendees: Dr Bob Chilton, Chair
 Professor Judy Simons, Deputy Chair
 Lizzie Abderrahim
 Councillor Shirley Flint
 Paul Gott
 Elizabeth Hall
 Councillor Mehboob Khan
 Councillor Stephen Knight
 Councillor Sir Ron Watson

In attendance: Glenys Stacey, Chief Executive
 Richard Scott, Head of Communications
 Paul Hoey, Director of Strategy and Guidance
 Steve Bannister, Head of Investigations
 Freda Sharkey, Acting Head of Legal

Minutes: Claire Chadwick, EA to the Board and Chief Executive

Item No.	Subject	Action
09/40	Apologies	
	None	
09/41	Minutes of the March 2009 Meeting (open session)	
	The minutes were <u>approved</u> and signed by the Chair.	
09/42	Matters Arising	
	<ul style="list-style-type: none"> ▪ The Board requested that an actions log be produced for future meetings to enable Board actions to be tracked. PH ▪ The proposition for evaluation of the local standards framework was discussed and it was agreed that a paper would come to PH 	

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	<p>the July Board.</p> <ul style="list-style-type: none"> ▪ It was agreed that the final copy of the Business Plan would be circulated electronically to Board members. 	PH
09/43	Declaration of Board member interests	
	<p>The Chair asked each Board member to declare any interests.</p> <ul style="list-style-type: none"> ▪ Elizabeth Hall declared that she was no longer a member of the FSA. 	
09/44	Chair's report (oral)	
	<p>The Chair voiced his opinion on how Board members' time was best utilised and requested that Navin Gokool look at mechanisms to record Board members' contributions and that Richard Scott should consider where value could be best added.</p>	PH/RS
	<p>The risk register was discussed and it was <u>agreed</u> it would be timely to look once more at the current top risk. The Chair suggested commissioning an audit of the regime in local government, and that actions could flow from this. The senior team should also consider setting out how risks are identified and dealt with and then reflect on whether this thinking should be shared more widely.</p>	PH
09/45	Board members feedback	
	<p>Shirley Flint reported that she had recently attended 2 National Association of Local Council (NALC) workshops and would like to offer her thanks to Anne Rehill, Advice and Guidance Manager for her assistance. She attended a NALC event in London and gave a well received presentation and also attended the recent meeting of the Society of Council Clerks.</p>	
	<p>Bob Chilton stated that he and the Chief Executive had attended a useful meeting with the Chairman, Chief Executive, and Head of Legal of NALC in London.</p>	
	<p>Lizzie Abderrahim attended an LGC Conference in relation to developing elected members and reported on useful discussions that she had participated in. She also reported that she had agreed to be a judge on the Waverly Young Film Makers award Panel.</p>	
	<p>Judy Simons reported that she had been invited to attend 2 forthcoming standards committee meetings and that she would discuss this further with the Head of Strategy & Guidance before hand.</p>	PH

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Elizabeth Hall attended the Localis debate on Boris's first year and noted that Localis is a useful think tank.

09/46 Chief Executive's report

The Chief Executive introduced her report to the Board and presented the updated Corporate Scorecard, HR Dashboard and Risk graphic for review.

The Board noted the May Corporate Scorecard and that the overall picture is one of improvement.

The Board then discussed the overall picture in the risk graphic and suggested that the senior team look at this again in light of the changing political environment. GS

The Board then reflected on the issues involved in responding to the Committee on Standards in Public Life (CSPL) current consultation exercise and requested that the senior team draft a response for consideration. It was also noted that a joint event had been proposed for autumn 2009 with the Standards Board for England and CSPL. The Board suggested that in the current climate the nature of the event would be best served as a round table/open debate and asked the Chief Executive to bring a proposal back to the July meeting. GS

The proposition for evaluation of the local standards framework was discussed and it was agreed that a paper would be brought back to the July meeting. PH

The Board received the report.

09/47 Management information report

The Board noted the improved format and content of the Report.

The Chief Executive informed the Board that more information on risk and standards would be added to the report over the coming year and that a determined effort to report to every Board meeting on strategic finance would be made to assist the Board with their scrutiny role.

The Board thanked the Strategy & Guidance team for their work on the annual returns and were pleased to note that only 26 authorities were currently outstanding.

The report was noted.

Item No.	Subject	Action
09/48	People Strategy	
	The Board <u>noted</u> this was a very significant strategy and were pleased to hear people were engaged.	
	The close work with the Audit Commission, the Improvement and Development Agency, the Local Government Ombudsman and other delivery partners was discussed and the Board requested to hear more about the nature of the work done with other delivery partners.	PH
	The Board also discussed the likely future resource and overall cost of the scheme and asked that up to date legal advice be sought on pay protection proposals.	FS
	The Board considered the content of the report and <u>endorsed</u> the people strategy and action plan.	
09/49	Expenses Policy – design principles and wider considerations	
	The Board <u>noted</u> the progress in reviewing the expenses policy and related matters such as contractual arrangements for travel and review with HM Revenue and Customs of the relevant tax rules.	
	The Board <u>agreed</u> the need to ensure that the policy is transparent, that the principles will be underpinned by economy, efficiency, and effectiveness, and that equity for both Board and staff is clear.	
	The Board <u>noted</u> and <u>accepted</u> the report.	
09/50	Brand Development	
	The Board discussed the paper and offered observations on the suggested vision, which was felt to be slightly downbeat. The lack of strapline was also discussed with the Director of Communications asked to take away and consider the Boards' comments to enable a more common ground approach.	
	The Board thanked the Director of Communications for his work so far and subject to the above observations <u>accepted</u> the report.	
09/51	LGC standards and ethics award evaluation	
	The Board <u>noted</u> the content of report and <u>agreed</u> the high number of entries demonstrated an appetite amongst authorities to promote and achieve recognition for their work in standards and ethical governance.	

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The Board agreed to undertake similar sponsorship activity in 2009-2010. —RS

09/52 **Regulatory Statement – design principles**

The Board debated the purpose and style of the regulatory statement and noted that thinking had moved on since this paper had been produced. The Board then expressed a desire to start with a simple document that would clarify what we are and what we do with other areas being added where people need to be aware of specific issues. Purpose, audience, style, and general content were then discussed and it was agreed that the new director should be involved in taking this work forward.

09/53

The Board then went into closed session

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09/59

The next meeting will be held on Tuesday 7 July 2009



Signed as a correct record by the Chair.
7 July 2009