

**West Midlands Leaders Board - Members Panel  
30<sup>th</sup> September 2009 2.30 p.m. to 4.30 p.m.**

**Room 2 Regional Partnership Centre  
Albert House, Quay Place, Birmingham**

**Agenda**

1. Apologies
2. Notes of Previous Meeting 6<sup>th</sup> May 2009
3. Wider Member Engagement
  - Discussion of issues raised at WMLGA meeting on 8<sup>th</sup> July 2009
  - Discussion of proposed WMLB conference
  - WMLB meeting 28<sup>th</sup> October – Developing a Manifesto (paper to follow)
4. Representing Local Government in the West Midlands -
  - Discussion of proposed Member Nomination process
5. Discussion of Nominations to Shadow Joint Strategy & Investment Board Transport Panel
6. Discussion re Future of the West Midlands Provincial Council

Date of next meetings (all 2.30 to 4.30 pm);  
Wednesday 9<sup>th</sup> December 2009  
Wednesday 3 March 2009

**West Midlands Leaders Board  
Members Panel**

**Notes of Meeting held on 6<sup>th</sup> May 2009**

**Attendance**

Cllr Philip Atkins	Conservative Group (Staffordshire)
Cllr Sir Albert Bore	Labour Group (Birmingham)
Cllr Roger Hollingworth	Bromsgrove
Cllr Ken Taylor	Coventry
Cllr Paul Tilsley	Liberal Democrat Group (Birmingham)
Cllr JB Williams	Independent Group (Herefordshire)
Olwen Dutton	Chief Executive
Jim Graham	Warwickshire
Rose Poulter	SNR Transition Team
Dagmar Waller	WMLGA

**Apologies**

Cllr Roger Phillips	Herefordshire
Cllr Mike Whitby	Birmingham

1. Cllr Atkins agreed to act as Chair.
2. Olwen Dutton introduced the discussion paper. There was a general agreement to the underlying principles that the new structures should have the ability to be more inclusive and that selection of any representatives should primarily be based on skills, knowledge and ability.
3. **Structures**
  - 3.1 Key issues discussed included the relationship between the Leaders Board and JSIB and the need for a two way communication between the Reference Groups and JSIB Panels. There was a general discussion regarding sub regional working.

It was suggested that structures based on the proposals are introduced and assessed after 12 months. These could evolve as necessary for example in response to other panels that could be established by the JSIB.

It will be crucial to ensure effective communication.

- 3.2. Reference Groups - General
- Should provide for wider engagement/connection with local authorities but membership should be restricted to authorities with a clear role.
  - Recognition that these will not be decision making bodies
  - The discussions of these groups should be focussed on influencing the agenda
  - Will also inform/be connected to the WMLB
  - To be chaired by a local authority Leader
  - Should focus on strategic level
- 3.3 JSIB Panels - General
- WMLB to nominate local authority representatives
  - May wish to meet separately as well as with Panel
  - Authorities represented should be Met/non Met rather than Met and Shire/Shire districts
  - Representatives should be the "right people" for the role
- 3.4 Planning and Environment
- Reference Group Membership - all authorities
- 3.5 Housing and Regeneration
- Membership – appropriate authorities – based on core local authority responsibilities but Counties probably be included given their wider roles
- 3.6 Transport
- Membership – 14 transport authorities
  - Other authorities that wish to be involved should provide reasons for this
  - Role of Integrated Transport Authority within the reference group and panel will require clarification
- 3.7 REIP – will need to be brought fully into the WMLB structure
- 3.8 Europe – the current structures are appropriate, membership is being reviewed but will continue broadly doing the same things
- 3.9 Other areas – consideration should be given to how the WMLB communicates and influences the activities of existing Member/officer networks e.g. Education, Children's Services to ensure a more joined up approach. If needed input to other policy areas, e.g. economic development, could be provided by task and finish groups.

3.10 Support – resources to support activity are limited therefore this should be focused on supporting core business – agreed that the identified panels so far represent this in policy terms

#### 4. **Wider Member Engagement**

4.1 There should be at least one meeting per year which will be open to all local authority members with consideration given to form and content of this. In addition it was agreed that the political groups were important and must be continued. Three political group meetings per year (one linked to the annual meeting) would be facilitated through the secretariat.

#### 4. **Nomination to Outside Bodies**

4.1 Nominations by WMLGA will be made by WMLB if continuation of these is considered appropriate. It will be important to nominate the right person with skills, expertise and who is best able to put forward the West Midlands' views. Nominated individuals should represent the region's view rather than their own, attend meetings and provide feedback to WMLB.

4.2 There is a need to review the bodies WMLGA currently nominates to in order to assess what they deliver in conjunction with identifying those that WMLB wishes to influence in the future.

4.3 Cllr Sir Albert Bore explained that the LGA had amended the Committee of the Regions nomination process.

#### 5. **Constitutional Changes**

5.1 Olwen Dutton explained that the minimum amount of constitutional changes to move from current WMLGA arrangements to a Leaders Board organisation will be taken to the Executive meeting on 10<sup>th</sup> June and presented at the AGM on 8<sup>th</sup> July 2009. The Constitution states that in order to amend as desired a 2/3 majority of the whole membership is required. Every effort will be made to encourage attendance via Chief Executives and Leaders.

#### 6. **Next Meeting**

It was agreed that the members Panel should meet quarterly. Agreed dates will be circulated as soon as possible.

**West Midlands Leaders Board Member Panel**  
**30 September 2009**

Agenda Item 3

**Wider Member Engagement**

**1. Background**

At the last meeting of WMLGA on 8<sup>th</sup> July, a number of concerns were raised regarding wider elected member engagement with West Midlands Leaders Board. It was agreed that these would be discussed at the next meeting of the Member Panel.

**2. Issues Raised**

**2.1 Member Panel – Nomination of Substitutes**

It was suggested that individual members should provide names of substitutes to attend meetings if they were unable to do so.

**2.2 Definition of Political Groups**

The WMLB constitution refers to the engagement of the “four regional political groups (Conservative, Labour, Liberal Democrat and Independent)”. Should this be amended to reflect any other political group?

**2.3 Political Group Meetings**

It was agreed that the WMLB Secretariat would facilitate political group meetings i.e. provide rooms and inform each group leader/secretary of meeting arrangements. Agenda, papers and invitations would be the responsibility of each group. The Secretariat requires guidance in respect of

- Timings of meetings – either before or following Leaders Boards
- Numbers – how many people do group Leaders anticipate inviting?

**2.4 Improving Member Engagement**

It was agreed that the Member panel would be asked to consider how to improve wider member engagement in the activities of WMLB.

A key planned activity to achieve this is the annual conference (see below). In addition an electronic publication “Keynote” will be sent to all elected members on a quarterly basis following Leader Board meetings. The first of these was issued in August 2009.

**3. Annual Conference**

It is anticipated that we will hold the first annual conference for all elected members in the Region in late January 2010. The intention is to enable members to contribute to the development of the detailed WMLB 2010/11 business plan by participating in workshops discussing the key strategic priorities (to be agreed by the Leaders Board on 19<sup>th</sup> January 2010. It is also hoped to arrange a keynote speaker to highlight the key challenges facing local government generally and specifically in this Region.

## **Representing Local Government in the West Midlands**

### **1. Introduction**

- 1.1 An objective of WMLB is “to secure a strong, coherent regional voice for local government and to promote the West Midlands in relation to regional, national and international issues”. One way of achieving this is through effective membership of relevant groups or bodies. Previously WMLGA and WMRA nominated members to internal and external groups. The move to WMLB provides an opportunity to examine the effectiveness and appropriateness of these arrangements.
- 1.2 Underlying all future nominations is the principal of ‘the right person for the job’. This includes ensuring that representatives are at the appropriate level and have the necessary skills to actively participate on behalf of WMLB. This paper proposes a common nomination process to be used for internal and external groups.
- 1.3 The appropriateness of continued involvement should be assessed against the WMLB priorities currently being developed as part of the business planning process. It is proposed to bring a report regarding this to a future meeting focusing on identifying those bodies and groups that directly relate to core activities, or underpin these as cross cutting groups.

### **2. Proposed Nomination Process**

- 2.1 The nomination process outlined below is intended to identify members that best meet the needs of WMLB and the group being nominated to. Nominations for the WMLB Transport Reference Group and JS&IB Transport Panel (see agenda item 5) were used to test this process.

#### Stage 1 – Purpose of Nomination

- 2.2 In order to provide a clear understanding of the expectations of the group/body concerned, officers will complete a standard pro-forma (see Appendix 1). The group/body should only be nominated to if it is assessed as being directly related to WMLB core activities or as providing a valid contribution to cross cutting themes that underpin these. WMLB Chair/Vice Chairs will decide if a nomination is appropriate after taking advice.
- 2.3 The WMLB Chair/Vice Chairs should agree the most appropriate level of membership. This could be a leader, cabinet member or any elected member. Officer attendance, at chief executive level, from the secretariat or from an existing local authority working group, may also be appropriate.
- 2.4 Consideration will also need to be given to the extent of officer support required by members. This will vary from member to member and with the role of the group in question. However if members are representing the WMLB they must be aware of any regional implications of issues under discussion. This could be provided by the WMLB Secretariat, existing officer groups or by individual local authorities.

## Stage 2 – Request for Nominations

- 2.5 A request for nominations together with the completed pro-forma will be circulated to relevant local authority leaders.
- 2.6 Where the nomination is on behalf of a local authority rather than the WMLB, for example a WMLB Reference Group, this is a matter for the individual authority. Leaders will be asked to provide the required number of names using 'the best person for the job' principle. Supporting statements will not be required and no further action will be taken.
- 2.7 Where the nomination is on behalf of the WMLB, for example onto a JS&IB Panel, members will be asked to submit an expression of interest consisting of a short personal statement. This should be accompanied by a comment from either the member's local authority leader or from the appropriate political group leader.
- 2.8 If an officer nomination is considered to be more appropriate then a different mechanism will apply following consultation with the Chief Executive's Task Force.

## Stage 3 – Selection

- 2.9 All nominations on behalf of WMLB will be submitted to the Members Panel for discussion. WMLB Chair/Vice Chairs will then agree nominations to be endorsed by the Leaders Board.
- 2.10 The selected nominee(s) will be contacted to inform them of their selection and to confirm their willingness to take on this role. There should also be early discussions regarding how this role links to the WMLB, wider engagement with and reporting to the local government sector and officer support.
- 2.11 The WMLB Chair will inform all members who submitted expressions of interest, their leaders and the political group leaders of the nomination decision subject to Leaders Board endorsement prior to the next meeting of the Leaders Board.

## 3. **Transport Nomination Process**

- 3.1 Officers have found the response to the process to be slow with only a few authorities responding to the deadline with the correct information (i.e. personal statement). It is suggested that a blank proforma for the personal statement be included with the initial information to ensure consistency in the information that is returned. Can members suggest further improvement/streamlining of the process?

**West Midlands Leaders Board  
Nomination Pro- forma**

To be completed following discussion with lead officer for internal or external body utilising terms of reference and other supporting information

**Purpose**

Provide a summary of the main roles and responsibilities of the group and relevance to WMLB

**Membership**

Describe membership of group as a whole highlighting number of local authority representatives.

Amend with level of WMLB nomination following discussions with WMLB Chair e.g. Leader, Portfolio Holder, Senior Officer

**Chair**

Detail chairing arrangements e.g. if selected from within group and who it is

**Frequency of Meetings**

How frequent and if known where e.g. central Birmingham, moves around region

**Relationship with Regional Governance Structures**

Explain how fits in with wider governance arrangements – also if national implication

**Support Arrangements**

Detail arrangements for group as a whole – also highlight in broad terms support for WMLB member e.g. through named officer in Secretariat, appropriate local authority officer grouping

**Member Requirements**

Highlight what members will be required to do for the as part of the group but also on behalf of WMLB e.g.

*In undertaking these activities members are expected to:*

- *Discuss activities and issues with their individual authority Leader and other sources of advice.*
- *Brief their individual authority Leader prior to any relevant discussion at Leaders Board meetings*

**West Midlands Leaders Board Member Panel  
30 September 2009**

Agenda Item No 05

**Discussion of Nominations to Shadow Joint Strategy & Investment Board  
Transport Panel**

1. Following the review of transport governance structures and the agreement of the new structures to support the West Midlands Leaders Board (WMLB) and the Joint Strategy and Investment Board (JS&IB), nominations have been sought for membership of the Transport Governance Structures.
2. The transport nominations were sought using the proposed new nominations process detailed in item 4 of your agenda.
3. In August Cllr Ken Taylor wrote to the Leaders of the 14 authorities with Transport responsibilities providing proforma for the two transport groups and asking for:
  - a. An elected member to represent the authority on the WMLB Transport Reference Group; and
  - b. Nominees to represent local government on the JS&IB Transport Member Panel.
3. Cllr Taylor's letter reiterated the new approach to member representation which seeks to identify the most suitably skilled and experienced elected members for each particular role. If it is felt that an elected member has the necessary skills and experience to be nominated for the JS&IB Transport Member Panel, Cllr Taylor requested a short personal statement from the nominee and a note of endorsement from either the leader or the appropriate political group leader.
4. The majority of nominations have now been received and are set out in the table below. Following discussion at this meeting Cllr Taylor and the Vice Chairmen of the WMLB will consider the nominations and identify the 8 local government representatives for the JS&IB Transport Member Panel.

<b>WMLB Transport Reference group</b>	<b>JS&amp;IB Transport Member Panel</b>
Cllr Angus Adams (Dudley) (C) Cabinet Member for Transport	Nominated for Member Panel
Cllr Derek Prodger (Worcestershire) (C) Cabinet Member for Transport	Nominated for Member Panel
Cllr Mrs Paddy Bradley (Wolverhampton) (C) Cabinet Member Regeneration & Enterprise	Nominated for Member Panel
Cllr Ted Richards (Solihull) (C) Cabinet member for Transport & Highways	Nominated for Member Panel

Cllr Robert Marshall (Staffordshire) (C) Cabinet member for Regeneration & Infrastructure	Nominated for Member Panel
Cllr Alan Cockburn (Warwickshire) (C) Cabinet Member for Environment & Transport	Nominated for Member Panel
Cllr Tom Ansell (Walsall) (C) Portfolio Holder for Highways & Transport	Nominated for Member Panel
Cllr Gary Ridley (Coventry) (C) Cabinet Member for City Development	Nominated for Member Panel
Cllr Brian Wilcox (Herefordshire) (C) Cabinet Member Highways & Transportation	Nominated for Member Panel
Cllr Brian Ward (Stoke) (I) Cabinet Member for Physical Regeneration	Not nominated
Cllr Timothy Huxtable (Birmingham) (C) Cabinet Member for Transport	Nominated for Member Panel
Cllr Martin Taylor Smith (Shropshire) (C) Portfolio Holder for Strategic Planning & Transport	TBC
Cllr Bob Badham (Sandwell) (L) Cabinet Member for Regeneration & Transport	Nominated for Member Panel
TBC – Telford	

### **Future of the West Midlands Provincial Council**

1. Members are requested to consider the disestablishment of the West Midlands Provincial Council.
2. **Background**

The West Midlands Provincial Council was established as part WMLGA as a Joint Industrial Relations Body. It currently retains two specific functions; firstly dealing with grading appeals prior to single status arrangements and secondly to provide for a Disputes Committee over matters of interpretation of the national agreement or on other collective disputes. It brings together elected members representing regional local authorities with trade union representatives.
3. **Activity Level**
  - 3.1 The grading appeal function has now ceased with all outstanding cases dealt with. The Disputes Committee has not been utilised for over four years as many issues are dealt with at a local level.
  - 3.2 For a number of years there has been consistent support from the employer's side to wind down the provincial Council. At the last five AGM's resolutions were passed to trial a "final year" with no business being put forward by either side in the last three years.
  - 3.3 At the last AGM in September 2008 a report was discussed recommending the ceasing of the Provincial Council while retaining a mechanism for communication between trade union and employer representatives at a regional level. This was supported by elected members and opposed by trade union representatives.
4. **Recommendation to Leaders Board**

The Leaders Board is being asked to consider the following recommendations:

  - To support the disestablishment of the Provincial Council with effect from the 2009 AGM (November) in order to make the most effective use of resources
  - To retain a formal conciliation process and joint dialogue between employers and trade unions at a regional level
  - To unilaterally pull out of the Provincial Council if the trade unions representatives do not agree to disestablishment