

Consultation with Elected Officers under the Urgency Procedure

Changes to the Capital Ambition Board Terms of Reference

Contact officer: Thomas Man **Date:** 25 August 2016

Telephone: 020 7934 9551 **Email:** thomas.man@londoncouncils.gov.uk

The Elected Officers of London Councils' Leaders' Committee are requested to deal with the details set out below under the urgency procedure.

Paragraph 19 of London Councils' Standing Orders deals with the procedure for urgent decisions:

- 19.1 If at any time the Chief Executive of London Councils considers that any matter is urgent and should be decided on prior to the next meeting of London Councils, then he/she shall consult the Elected Officers of London Councils [i.e. Leaders' Committee]. If at least two of the Elected Officers, of whom one will be the Chairman, if available, and the other will be from another political party or no party, agree that the matter is urgent and agree on the Chief Executive's recommendation, then the decision shall be taken by the Chief Executive in accordance with such recommendation, subject to the decision being recorded in writing and signed by the Elected Officers agreeing the recommendation and the Chief Executive.

Item under Urgency Procedure

This urgency seeks London Councils' Leaders' Committee approval to amendments to the Capital Ambition Board (CAB) terms of reference (ToR).

Reason for Urgency

The current terms of reference for the CAB, as agreed by Leaders' Committee on 8 December 2015, do not provide for the Board to manage London Council's new contract with EY to provide consultancy for London Ventures support services which was awarded on 11 July 2016 with the services commencing on 23 August 2016 at the expiry of the previous contract. It is also desirable to confirm the delegation to the CAB to continue to fund projects that meet the funding criteria agreed by Leaders' Committee on 14th December 2010. Amendments are therefore required to ensure that the CAB's ToR reflect the functions it is expected to undertake.

Context

1. In December 2010 Leaders' Committee approved revised ToR and funding priorities for the CAB, a sub-committee of Leaders' Committee. The CAB ToR have evolved over time to take into account the evolution of CAB's activities particularly in relation to the London Ventures programme.
2. Leaders' Committee at their meeting on the 8 December 2015 amended CAB's ToR and separately gave CAB additional delegated authority to award the new London Ventures support services and consultancy contract. The CAB ToR approved on 8 December 2015 were again approved by Leaders' Committee at their Annual General Meeting on the 7 June 2016 as required under Standing Orders.
3. It has been clarified with London Councils' legal advisers that under Leaders' Committee's current delegations to the CAB, CAB's functions do not include management of that new London Ventures contract, such responsibility remains with Leaders' Committee.
4. It has also been identified that the delegation to the CAB to continue to fund projects that meet the funding criteria agreed by Leaders' Committee on 14 December 2010 was omitted from the ToR presented to Leaders' Committee when the CAB's ToR were amended on 8 December 2015 (and subsequently approved at their AGM on 7 June 2016). It is desirable to address this oversight by confirming this delegation.

Proposed changes to the terms of reference

5. In order to clarify the CAB's functions relating to the on-going management of that contract and to confirm the delegation to the CAB to continue to fund projects that meet the funding criteria agreed by Leaders' Committee on 14 December 2010, amendments to the ToR are proposed as shown in the Appendix to this report by way of marked changes to the current ToR of CAB.

Recommendation

6. It is recommended that Leaders' Committee approves the changes to CAB ToR detailed in the Appendix to this report.

If you are content, please could you email your agreement and complete and post the slip, or scan and email by **midday, Monday 5th September 2016** to the address below.

I hereby agree that resolution of the above matter is urgent and that I agree to the Chief Executive's recommendations as set out above.

Name _____

Signature _____

Date _____

If content, please return to Lisa Dominic, Senior Governance Officer, London Councils, Corporate Strategy & Performance, Fourth Floor, 59½ Southwark Street, London, SE1 0AL, or lisa.dominic@londoncouncils.gov.uk

Appendix: Capital Ambition Board Terms of Reference as agreed December 2015 – marked with proposed changes

Capital Ambition Board

Terms of Reference and Membership

Capital Ambition was London's Regional Improvement and Efficiency Partnership and a part of London Councils. It was formed in April 2008 by bringing together the London Centre of Excellence, London Connects, the Improvement and Employment Division of London Councils and London's Improvement Partnership.

With the end of central government funding, the Leaders' Committee meeting of 14 December 2010 agreed to continue with the programme overseen by a Member-led board. The board is a sub-committee of the Leaders' Committee and will oversee the legacy investments of the previous portfolio and invest in new projects that address the strategic priorities. At their meeting on the 14 December 2010 Leaders' Committee set funding criteria for the projects which will be funded through the Capital Ambition Board and these are in the appendix.

Priorities for investment are:

- Encouraging the use of innovation to support public sector service delivery and improvement.
- Enhancing collaborative procurement.
- Developing shared services.
- Supporting service redesign or significantly improving productivity.
- Addressing workforce planning & productivity.
- Supporting major policy programmes.

The Capital Ambition Board operates within London Councils' governance framework, including its Standing Orders and Financial Regulations, and only matters specific to the remit and functions of the Board, operating within that governance framework, are set out below.

Purpose

The Capital Ambition Board will, operating within the policy and governance framework of the Leaders' Committee, be responsible for:

1. Strategic direction and support for improvement, efficiency, transformation and innovation in London local government including by –
 - a. Encouraging participation in, and garnering support for, shared and collaborative solutions in commissioning and service delivery within local government; and
 - b. Engaging with key stakeholders to promote this ethos, products and outcomes; and
 - c. Continuing to fund projects that meet the funding criteria agreed by Leaders' Committee on 14th December 2010.
2. Strategic oversight and operational responsibility for the London Ventures programme including by –

- a. Managing and monitoring the London Ventures support services and consultancy contract; and
 - b. In accordance with funding criteria agreed by Leaders' Committee on 14 December 2010:
 - i. reviewing business cases and selecting projects under that programme ~~in accordance with funding criteria agreed by Leaders' Committee on 14 December 2010;~~ and
 - ii. commissioning and/or funding activity ~~commercial contracts~~ in line with those funding priorities;
 - c. Undertaking any other functions to support the successful delivery of the London Ventures programme.
3. Oversight and monitoring of the ~~existing~~ portfolio of projects funded by the Board, or its predecessor organisations, and of the efficiency savings that these projects will deliver.
 4. Reporting regularly to the London Councils Leaders' Committee on the work of the Board including the status of the investment fund, the London Ventures programme, project performance, and efficiency savings achieved.

Membership

The board will be Member-led and only by majority of members elected to the board will authority be granted to fund projects that meet the criteria stated above. The board will consist of five Members expressing the political balance across London Councils. The Chair and Board members will be appointed by London Councils Leaders' Committee.

Each of the political parties will nominate a substitute representative to act in the event of the unavoidable absence of the usual representative.

The board will be supported by a number of non-voting advisers:

- Three representatives of Chief Executives' London Committee
- One representative from the Society of London Treasurers
- One representative from the Local Government Association
- One officer from the Greater London Authority Group
- The Chair of the London Procurement Strategy Board

The quorum shall be three members or their substitutes.

Appendix: Funding criteria agreed by Leaders' Committee on 14 December 2010

The bids for funding should demonstrate that they could deliver significant cashable efficiency or productivity gains and are of a collaborative nature i.e. there is a general expectation that they involve at least two boroughs with proposals that involve a larger number of boroughs strongly encouraged. There may need to be some exceptions; for example where a clear wider benefit is expected from work that a single borough proposes to undertake and where a number of other boroughs have indicated they would wish to use the results.

1. The programme will focus on the following priorities:
2. Enhancing collaborative procurement through more concerted management of the process of buying particular types of goods and services – the procurement strategy set out in more detail elsewhere on the agenda identifies the steps that now need to be taken. Better procurement remains the clearest and most significant means of generating savings in the short and medium term. The Board would envisage inviting bids from sub-regions and other clusters which meet the principles in the strategy and which would focus on the preparation and use of mechanisms like e-auctions, more common specifications and managing the relationship with common suppliers to reduce costs.
3. Developing the use of shared approaches to service delivery. This will include major inter-borough collaboration and merger of services. It could also include sharing of professionals, platforms, transactional services, property and delivery in addition to the collaboration on data and procurement that are already well established parts of the programme. A number of proposals for collaboration on major areas of service activity are already in preparation
4. Supporting major policy programmes that advance localism. Specifically, these are likely to include innovation in implementing new Health and Well Being Boards and the implementation of the Health White Papers at a local level and the implementation of Community Budgeting which will require organisations to change the way in which they work together. The report on next steps for London local government in respect of the follow up to the Health and Public Health White Papers – which is elsewhere on this agenda – sets out the context for this nationally.
5. Service redesign and innovation to improve the productivity of services through blue printing and supporting the role of design and client/citizen led innovation as a stimulus to change. There is an existing programme of work but an expectation of further proposals from groups of boroughs to extend it further. This may also entail the development of new models for delivery, including social enterprises.
6. Workforce planning and productivity, including terms and conditions and reducing the costs of agency staff. Some of this will be given effect through the collaborative activity that is undertaken via the regional employers function which is part of London Councils.