



Support for individual authorities

Improvement East is committed to supporting individual authorities which are experiencing difficulties and support will be available if there is an identified service failure and/or the authority has an overall score of 1 in any area such as Organisational Assessment, Use of Resources or Managing Performance.

These authorities are referred to as 'individual authorities'. Funding for individual authorities is normally subject to the authority agreeing that it will (i) receive the support from a lead Chief Executive from another authority; and (ii) establish a Joint Agency Group/Improvement Board.

Role of the Joint Agency Group/Improvement Board

There is an expectation that each individual authority will establish a Joint Agency Group/Improvement Board.

The **purpose** is to bring together the key authority members and officers with the support agencies to:

1. oversee the authority's progress and assist it to improve;
2. challenge the pace and extent of improvement made; and
3. provide support thorough advice, experience and possible access to funding and other support to assist the authority to improve;

Improvement Boards are *advisory* only; they do not replace the formal decision-making process of the authority.

Membership

Membership of the Group/Board is not prescribed and will be dependant on the specific circumstances of the authority. However, good practice suggests that the following should be members of the Board:

1. Leader and other appropriate Members from the leading group;
2. Appropriate Members from opposition groups
3. Chief Executive of the authority;
4. Officers from the authority's senior management team (dependent on agenda items);
5. Improvement East lead Chief Executive and/or Improvement East representative ;
6. Audit Commission representative;
7. IDeA Associate;
8. Government Office representative; and
9. District Auditor.



The Group/ Board will be Chaired by a member of the board chosen by the authority.

Reporting

The Group/Board is not required to report to the Government. Notes of meetings should be taken for the benefit of Group/Board members. In addition, it is seen as good practice to produce key messages following each meeting as a means of informing staff and members of the work of the Group/Board and its views on the authority's progress. Improvement East will require quarterly progress reports as part of its performance management framework.

The frequency of meetings of the Group/Board is not prescribed and will be dependent on the specific circumstances of the authority. However, good practice suggests that, at least initially, the Group/Board should meet every six weeks.