



## COUNCIL

**Special Meeting: Tuesday, 8th April 2014 at 19.30 hours  
in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP**

## ADDENDUM

The following item was not provided for in the agenda for the meeting; however, the Mayor has agreed to accept this report as a matter of urgency:

**7a Strategic Economic Partnership - Establishment of Joint Committee and Approval of Terms of Reference**

To receive the report of the Cabinet Member for Regeneration and Culture which informs Council of the progress being made towards a Strategic Economic Partnership.

Yours sincerely

.....  
**Peter Gillett**  
**Corporate Director of Resources**

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<b>Meeting:</b>	<b>Special Council</b>	<b>Date:</b>	<b>8 April 2014</b>
	<b>Special Cabinet</b>		<b>8 April 2014</b>
<b>Subject:</b>	<b>Strategic Economic Partnership – Establishment of Joint Committee and approval of Terms of Reference</b>		
<b>Report Of:</b>	<b>Councillor Paul James, Cabinet Member for Regeneration and Culture</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>No</b>	<b>Budget/Policy Framework:</b>	<b>No</b>
<b>Contact Officer:</b>	<b>Sue Mullins, Head of Legal and Policy Development</b>		
	<b>Email:</b>	<a href="mailto:sue.mullins@gloucester.gov.uk">sue.mullins@gloucester.gov.uk</a>	<b>Tel:</b> 396110
<b>Appendices:</b>	<b>1. Draft Terms of Reference</b>		

**FOR GENERAL RELEASE.**

**NOTE:** The special circumstances for non-compliance with Access to Information Rule 5 and Section 100B (4) of the Local Government Act 1972 (as amended) (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that the information was not known at the time of publishing the agenda.

**1.0 Purpose of Report**

1.1 To seek Cabinet approval for the establishment of a Joint Committee for the Strategic Economic Partnership, approval of the draft Terms of Reference for the Joint Committee and to make Council aware of the progress being made towards a Strategic Economic Partnership.

**2.0 Recommendations**

2.1 Council is asked to **RESOLVE** that the contents of the report be noted and to make any comments it wishes to make to Cabinet.

2.2 Cabinet is asked to **RESOLVE**, subject to any comments received from Council, that:

- (a) the establishment of the Gloucestershire Economic Growth Joint Committee (GEGJC) in accordance with Sections 101 and 102 of the Local Government Act 1972, and the Local Authorities (Arrangement for the Discharge of Functions)(England)(Amendment) Regulations 2001 be approved;
- (b) the draft terms of reference for the Gloucestershire Economic Growth Joint Committee (GEGJC) as set out in Appendix 1, be approved;

- (c) authority be delegated to the Corporate Director of Resources, in consultation with the Leader, to finalise and complete the Inter Authority Agreement (including the Constitution) and any other necessary documentation on terms to be approved by the Head of Legal and Policy Development and to take all necessary steps to create the GEGJC;
- (d) the above recommendations will not be effective until equivalent resolutions have been passed by all the Gloucestershire Councils named in this report;

AND

Upon the establishment of the GEGJC:

- (e) Gloucestershire County Council be appointed as Administering Authority; and
- (f) the Leader be appointed to the GEGJC and the Deputy Leader be appointed as his substitute.

### **3.0 Background and Key Issues**

- 3.1 The government requires Local Enterprise Partnerships (LEP's) to prepare a Strategic Economic Plan (SEP) for their area which sets out the plans to deliver economic growth which exceeds that which would be delivered through existing plans. The SEP will then form the basis of a bid to government for funding under the Local Growth Deals programme. The government expects that the SEP will be supported by strong and effective partnerships between the LEP and local authorities and should include a single vision and priorities to deliver economic growth, which are shared by all partners.
- 3.2 A first draft of the Gloucestershire SEP was required to be submitted by the Gloucestershire LEP, GFirstLEP, to Government for comment by 19 December 2013. As part of the process, the Council made representations to the LEP (co-ordinated by the Leader, Head of Regeneration and Economic Development and Economic Development Manager) to strengthen the prominence of Gloucester, as a young, growing and ambitious city as part of the County's urban core, in the SEP, with particular emphasis on the economic benefits of regeneration schemes such as Kings Quarter and Blackfriars, as well as other opportunities for commercial development in and around the city. The SEP was submitted in time to meet the Government deadline.
- 3.3 The draft was produced through a series of joint LEP/Local Authority working groups. The Local Authority involvement has been overseen by Leadership Gloucestershire, at which the Council has been represented by the Leader. The draft submission has been seen by Ministers who support much of what is in the document. The LEP has received detailed feedback and the draft has now been re-worked accordingly.
- 3.4. As there is a significant amount of work involved in developing, supporting and implementing the SEP it is intended that a suitably qualified officer will be employed to provide the required support. It has been proposed that the costs should be shared by principal Local Authorities in Gloucestershire.

**STATUTORY JOINT COMMITTEE** (the Gloucestershire Economic Growth Joint Committee)

- 3.5 At its meeting in September 2013, Leadership Gloucestershire agreed in principle that the government's requirements in relation to a mechanism for "collective and binding decisions" between councils in a LEP area and for local democratic oversight of the use of the local growth fund should be met through the establishment of a statutory joint committee. It should be noted that the Leadership Gloucestershire Board is not a legal entity and cannot make binding decisions. Therefore, to demonstrate collective decision making within the County it is recommended that a Statutory Joint Economic Growth Committee should be formed.
- 3.6 It is proposed by Leadership Gloucestershire that the core functions of the joint committee should be to:
- Provide local democratic and financial accountability for the SEP, the use of the single local growth fund and other streams;
  - Act as the formal link between local government in Gloucestershire and the LEP Board;
  - Co-ordinate the local government contribution to the delivery of the strategic economic plan and the local government contribution to the local growth deal; and
  - Facilitate and enable collaboration between the local authorities on economic development and associated activities.
- 3.7 In considering how these functions can be reflected in a set of terms of reference it is important to note that:
- The legal status of the joint committee means that it cannot be the accountable body, but it can provide political oversight of the accountable body function. It is proposed that the accountable body should be Gloucestershire County Council;
  - There is an appetite to explore the scope for greater collaboration between councils on economic growth, but there is a wide consensus that the scope of this collaboration should evolve over time.
- 3.8 The Statutory Joint Committee does not in any way reduce the importance of the Council's own Economic Development function, which will continue to be a priority in the new Council Plan, as the Joint Committee will deal with the strategic, countywide issues. Indeed, the Economic Development Team will play an important role in ensuring Gloucester achieves the maximum benefit from the new arrangements.

## **GLOUCESTERSHIRE ECONOMIC GROWTH JOINT COMMITTEE (GEGJC) - GOVERNANCE**

- 3.9 A Gloucestershire Economic Growth Joint Committee would comprise of 1 Member from each of Gloucestershire County Council, Cheltenham Borough Council, Cotswold District Council, Forest of Dean District Council, Gloucester City Council, Stroud District Council and Tewkesbury Borough Council. The proposed Terms of Reference are set out in Appendix 1.
- 3.10 The Joint Committee would not only provide a framework for greater collaboration between councils and the LEP but also provide a mechanism through which the Local Authorities in Gloucestershire could jointly agree priorities for investment and

thus shape economic growth in the County. While the Joint Committee would be empowered to make decisions that help deliver the SEP vision its creation would not prevent Districts from undertaking individual projects that meet local need. The aim would be that each should complement the other.

#### **4.0 Alternative options considered**

The Council could continue to be responsible for economic development within its own area alone and not participate in a wider economic partnership.

#### **5.0 Future Work and Conclusions**

- 5.1 Subject to Cabinet approval, work will continue on drafting the Inter-Authority agreement to ensure the necessary documentation is in place for the Joint Committee and its operation.
- 5.2 Ongoing close collaboration is required with GFirst to promote Gloucester City's interests and contribution to the LEP. This will include activity to deliver the components of the Strategic Economic Plan that have the most significant impact on Gloucester City. This will need to be at a political, senior management and operational level. This engagement is important within the context of the emphasis being placed on the LEP as one of the primary vehicles for regeneration and economic growth activity.

#### **6.0 Financial Implications**

- 6.1 SEPs should set out each Local Authority's contribution to Growth. That contribution is both financial and non-financial.
- 6.2 It is likely, in time, that financial contributions may be required and officers from all Councils in Gloucestershire are working to develop options that might be considered. However, although financial support for the SEP may be needed at some point, in officers' view, resource contributions beyond the existing budget allocations need not be considered at this time.

#### **7.0 Legal Implications**

- 7.1 The GEGJC would be established under Section 101 and 102 of the Local Government Act 1972, section 20 of the Local Government Act 2000 and the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000.
- 7.2 The relationship between the parties to the GEGJC will be set out in an Inter Authority Agreement (IAA), which will detail the responsibilities, the scope and the constitution of the GEGJC. This agreement is currently being finalised by legal representatives from each participant authority.

#### **8.0 Risk & Opportunity Management Implications**

- 8.1 If the Council does not work in partnership to ensure its success, the City may miss out on funding opportunities to support economic growth. The SEP should not be in conflict with the Joint Core Strategy as, should this be the case, the process of both

plans will be threatened. Officers are working with GFirst and JCS partners to ensure both plans are complementary.

## **9.0 People Impact Assessment (PIA):**

9.1 An impact assessment does not need to be completed at this stage.

## **10.0 Other Corporate Implications**

### 10.1 Community Safety

None.

### 10.2 Sustainability

None.

### 10.3 Staffing & Trade Union

None.

**Background Documents:** None

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**Gloucestershire Economic Growth Joint Committee-Draft Terms of Reference  
(version 03.03.14)**

**1.0 Governance**

- 1.1 The Gloucestershire Economic Growth Joint Committee is a Joint Committee under ss 101(5), 102 Local Government Act 1972 and s20 Local Government Act 2000 and pursuant to the Local Authorities (Arrangement for the Discharge of Functions) (England) Regulations 2012.
- 1.2 Political Proportionality rules will not apply to the Gloucestershire Economic Growth Joint Committee ('the Committee') as so constituted.
- 1.3 The Committee will include the local authorities within the GFirst LEP area ie. Cheltenham Borough Council, Cotswold District Council, Gloucester City Council, Gloucestershire County Council, Forest of Dean District Council, Stroud District Council and Tewkesbury Borough Council.

**2.0 Host Authority**

- 2.1 The Committee will be hosted under local government arrangements by Gloucestershire County Council. The Host Authority will provide Secretary/Clerk, s151 and Monitoring Officer roles of the Committee.

**3.0 Functions of the Gloucestershire Economic Growth Joint Committee**

- 3.1 Each of the Councils empowers the Joint Committee to discharge on their behalf the power to do anything it considers likely to achieve the promotion or improvement of the economic well being of the area of Gloucestershire together with such additional functions as the respective constituent Councils may determine from time to time.
- 3.2 To facilitate and enable collaboration between the local authorities on economic development and associated activities.
- 3.3 In conjunction with the GFirst LEP Board, to formulate and agree the GFirst LEP Plan (and Implementation Plans), the GFirst EU Strategic Infrastructure Fund Strategy, the Gloucestershire Strategic Economic Plan and other plans and strategies related to economic growth , and to work jointly to ensure their delivery.
- 3.4 To lobby and carry out other activities that help achieve the promotion or improvement of the economic well being of the area of Gloucestershire.
- 3.5 To promote the vision contained in the Gloucestershire Strategic Economic Plan and to make recommendations to the GFirst LEP Board on any matter relating to the economic well being of Gloucestershire.
- 3.6 To oversee and review the GFirst LEP Board's activities and consider any further measures necessary to strengthen the relationship with the GFirst LEP Board.
- 3.7 To seek the allocation of resources to achieve the promotion or improvement of the economic well being of the area of Gloucestershire

3.8 To ensure a co-ordinated approach to and liaise with the:-

- Local Transport Board
- County Strategic Planning and Infrastructure Group
- LEP Investment Panel
- EU Structural and Infrastructure Fund Board
- Business Rates Pool Arrangements

and other relevant Groups/Boards as the respective constituent Councils may determine from time to time.

3.9 To provide political and democratic accountability by:

- Monitoring the delivery of each priority, plan, project or programme included in the SEP and by ensuring that action is taken to review and prepare revised action plans as necessary
- Monitoring the annual SEP budget
- Reviewing the Annual SEP Report of GFirst LEP
- Advising and making recommendations to the Accountable Body.

#### 4.0 **Membership**

4.1 One member from each local authority. Such member to be the Leader (or other appointed executive member where executive arrangements are in place) from each local authority (voting).

4.2 The Chair and one other Board member of GFirst LEP (non-voting).

4.3 Each local authority shall appoint a substitute (being an executive member where executive arrangements are in place). The substitute member shall have the same rights of speaking and voting at meetings as the member for whom the substitution is made.

4.4 Each Committee member shall remain in office until removed or replaced by his or her appointing local authority, or in the case of an executive member, until he or she ceases to be a member of the Executive of the appointing local authority.

#### 5.0 **Voting**

5.1 One member one vote for local authority members.

5.2 Normal rules as to declarations of interest to be applied in accordance with the Gloucestershire County Council Code of Conduct. The Chair has the right to decide whether observers declaring an interest can observe the meeting or should be asked to leave.

5.3 Except as otherwise provided by the Local Government Acts 1972 and 1985, all questions shall be decided by a majority of the votes of the voting members present, the Chair having the casting vote in addition to his/her vote as a member of the Committee.

#### 6.0 **Quorum**

6.1 The quorum for a meeting shall be four members. No business shall be transacted unless quorum is reached. If quorum is not reached within 30 minutes of the start of the meeting, (or if quorum ceases to be present during a meeting), the meeting shall be adjourned to the same time and venue within five working days of the meeting or to a date determined by the Chair.

## 7.0 **Meetings**

- 7.1 The Chair of the meeting will be elected at the first meeting and then each Annual Meeting of the Committee and if the Chair is not present at any meeting within 10 minutes of the start of the meeting then those present will elect a Chair to act for that meeting.
- 7.2 Only a voting member is entitled to be elected as Chair or Vice-Chair of the Committee.
- 7.3 Each person entitled to attend will send a substitute member as per para 4.3 in the event of his or her unavailability. The Secretary/Clerk for the Committee shall be informed prior to the commencement of the meeting of any substitute members attending.
- 7.4 A meeting of the Committee must be convened by the Chair within twenty eight days of the receipt of a requisition of any two voting members of the Committee addressed to the Secretary/Clerk to the Committee. All requisitions shall be in writing and no business other than that specified in the requisition shall be transacted at such a meeting.

## 8.0 **Constitution**

- 8.1 The Constitution of Gloucestershire County Council shall apply to the Committee.

## 9.0 **Administration**

- 9.1 The secretary/clerk shall keep proper accounts of the money received and expended by the Gloucestershire Joint Committee for the administration of the Committee and shall apportion the expenses of the Committee between the councils in proportion to the population of each council in the GFirst area.
- 9.2 This Terms of Reference and including the functions of the Committee may be amended at any time by the unanimous agreement of the voting members of the Committee.

## **Scrutiny Arrangements**

- 10.0 Decisions made by the Committee shall be subject to the scrutiny arrangements of each local authority (unless and until Joint Scrutiny arrangements have been established).

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