



## Cabinet

**Special Meeting: Tuesday, 8th April 2014 at 9.00 pm or on the rise of  
Special Council  
in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP**

<b>Membership:</b>	Cllrs. James (Leader of the Council and Cabinet Member for Regeneration and Culture) (Chair), Dallimore (Deputy Leader and Cabinet Member for Communities and Neighbourhoods), Organ (Cabinet Member for Housing, Health and Leisure), Wood (Cabinet Member for Performance and Resources) and Patel (Cabinet Member for Environment)
<b>Contact:</b>	Anthony Hughes Democratic Services Officer 01452 396127 anthony.hughes@gloucester.gov.uk

## AGENDA

<b>1.</b>	<p><b>APOLOGIES</b></p> <p>To receive any apologies for absence.</p>
<b>2.</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>To receive from Members, declarations of the existence of any disclosable pecuniary, or non-pecuniary, interests and the nature of those interests in relation to any agenda item. Please see Agenda Notes.</p>
<b>3.</b>	<p><b>PUBLIC QUESTION TIME (15 MINUTES)</b></p> <p>The opportunity is given to members of the public to put questions to Cabinet Members or Committee Chairs provided that a question does not relate to:</p> <ul style="list-style-type: none"> <li>• Matters which are the subject of current or pending legal proceedings, or</li> <li>• Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers</li> </ul> <p><b>Please note that as this is a Special Meeting any questions should relate to the subjects being considered by the Cabinet.</b></p>
<b>4.</b>	<p><b>PETITIONS AND DEPUTATIONS (15 MINUTES)</b></p> <p>To receive any petitions or deputations provided that no such petition is in relation to:</p> <ul style="list-style-type: none"> <li>• Matters relating to individual Council Officers, or</li> <li>• Matters relating to current or pending legal proceedings</li> </ul> <p><b>Please note that as this is a Special Meeting any questions should relate to the subjects being considered by the Cabinet.</b></p>

**5. STRATEGIC ECONOMIC PARTNERSHIP - ESTABLISHMENT OF JOINT COMMITTEE AND APPROVAL OF TERMS OF REFERENCE (Pages 5 - 14)**

To consider the report of the Cabinet Member for Regeneration and Culture which seeks approval for the establishment of a Joint Committee for the Strategic Economic Partnership and approval of the draft Terms of Reference for the Joint Committee.



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

**Date of Publication: Monday, 31 March 2014**

## NOTES

### Disclosable Pecuniary Interests

The duties to register, disclose and not to participate in respect of any matter in which a member has a Disclosable Pecuniary Interest are set out in Chapter 7 of the Localism Act 2011.

Disclosable pecuniary interests are defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows –

<u>Interest</u>	<u>Prescribed description</u>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the previous 12 months (up to and including the date of notification of the interest) in respect of any expenses incurred by you carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between you, your spouse or civil partner or person with whom you are living as a spouse or civil partner (or a body in which you or they have a beneficial interest) and the Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land	Any beneficial interest in land which is within the Council's area.  For this purpose "land" includes an easement, servitude, interest or right in or over land which does not carry with it a right for you, your spouse, civil partner or person with whom you are living as a spouse or civil partner (alone or jointly with another) to occupy the land or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the Council's area for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge) – (a) the landlord is the Council; and (b) the tenant is a body in which you, your spouse or civil partner or a person you are living with as a spouse or civil partner has a beneficial interest
Securities	Any beneficial interest in securities of a body where – (a) that body (to your knowledge) has a place of business or land in the Council's area and (b) either – i. The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or ii. If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, your spouse or civil partner or person with

whom you are living as a spouse or civil partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

For this purpose, “securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

NOTE: the requirements in respect of the registration and disclosure of Disclosable Pecuniary Interests and withdrawing from participating in respect of any matter where you have a Disclosable Pecuniary Interest apply to your interests and those of your spouse or civil partner or person with whom you are living as a spouse or civil partner where you are aware of their interest.

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For further details and enquiries about this meeting please contact Anthony Hughes, 01452 396127, [anthony.hughes@gloucester.gov.uk](mailto:anthony.hughes@gloucester.gov.uk).

For general enquiries about Gloucester City Council’s meetings please contact Democratic Services, 01452 396126, [democratic.services@gloucester.gov.uk](mailto:democratic.services@gloucester.gov.uk).

If you, or someone you know cannot understand English and need help with this information, or if you would like a large print, Braille, or audio version of this information please call 01452 396396.

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Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the Public and Press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.

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- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building; gather at the assembly point in the car park and await further instructions;
- Do not re-enter the building until told by a member of staff or the fire brigade that it is safe to do so.

## Gloucester City Council

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

### 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 available at the time of publishing the agenda and a decision is required in order to meet the relevant deadline.

#### 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**

- 4.1 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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