

Heart of the South West Joint Committee

Friday 27 September 2019

11.45 am The Chiefs Suite, Sandy Park
Confernece Centre, Sandy Park Way,
Exeter EX2 7NN



To: The Members of the Heart of the South West Joint Committee

Issued By Scott Wooldridge, Strategic Manager - Governance and Risk – 19 September 2019.

For further information about the meeting, please contact Scott Wooldridge, Democratic Services, Somerset County Council or 01823 357628

Guidance about procedures at the meeting follows the printed agenda.

This meeting will be open to the public and press, subject to the passing of any resolution under Section 100A (4) of the Local Government Act 1972.

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AGENDA

Item Heart of the South West Joint Committee - 11.45 am Friday 27 September 2019

Guidance Notes

1 **Apologies for absence**

To be reported and recorded.

2 **Declarations of Interest**

3 **Minute of Previous HotSW Joint Committee Meeting** (Pages 7 - 18)

To agree the minutes of the meeting held on 12th July 2019 as a correct record.

4 **Public Question Time**

The Chair will allow members of the public to present a petition on any matter within the Committee's remit. Questions or statements about any matter on the agenda for this meeting will be taken at the time when each matter is considered.

5 **Chair's Update**

Cllr Tudor Evans (Vice-Chair) and David Ralph (Chief Executive – HotSW Local Enterprise Partnership) to present.

6 **HotSW Joint Committee - Senior Responsible Officer's update and position statement**

Tracey Lee, Chief Executive – Plymouth City Council and SRO to the Joint Committee to present.

7 **Local Enterprise Partnership Update**

Local Enterprise Partnership CEO David Ralph is to provide a verbal update.

8 **Housing Task Force Update**

To consider a verbal update on the work of the Housing Task Force – to be given by Stephen Walford, Chief Executive, Mid Devon District Council.

9 **Brexit Opportunities & Resilience Group**

To consider an update to be presented by Phil Norrey, Chief Executive, Devon County Council.

10 **HotSW Joint Committee Governance report update** (Pages 19 - 26)

To consider a report (Paper 11) to be presented by Scott Wooldridge, Strategic Manager – Governance & Risk Monitoring Officer, Somerset County Council.

Item Heart of the South West Joint Committee - 11.45 am Friday 27 September 2019

11 **Great South West update**

To consider a verbal update to be given by David Ralph (Chief Executive – HotSW Local Enterprise Partnership) and Steve Hindley (Chair of the HotSW Local Enterprise Board).

12 **Date of Next Meeting**

To note that the next meeting of the Joint Committee will be held on Friday 29th November 2019 at 10.00am – venue to be confirmed.

13 **Any Other Business**

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Guidance notes for the meeting

1. Inspection of Papers

Any person wishing to inspect Minutes, reports, or the background papers for any item on the Agenda should contact Scott Wooldridge on Tel: (01823) 357628 or Email:

swooldridge@somerset.gov.uk

They can also be accessed via the Somerset County council's website on

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2. Public Question Time

If you wish to speak, please contact Scott Wooldridge - by 12 noon the (working) day before the meeting.

At the Chair's invitation you may ask questions and/or make statements or comments about any matter on the Committee's agenda – providing you have given the required notice. You may also present a petition on any matter within the Committee's remit. The length of public question time will be no more than 30 minutes in total.

A slot for Public Question Time is set aside near the beginning of the meeting, after the minutes of the previous meeting have been signed. However, questions or statements about any matter on the Agenda for this meeting may be taken at the time when each matter is considered.

You must direct your questions and comments through the Chair. You may not take direct part in the debate. The Chair will decide when public participation is to finish.

If there are many people present at the meeting for one particular item, the Chair may adjourn the meeting to allow views to be expressed more freely. If an item on the Agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group.

An issue will not be deferred just because you cannot be present for the meeting. Remember that the amount of time you speak will normally be limited to two minutes.

3. Exclusion of Press & Public

If when considering an item on the Agenda, the Committee may consider it appropriate to pass a resolution under Section 100A (4) Schedule 12A of the Local Government Act 1972 that the press and public be excluded from the meeting on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, as defined under the terms of the Act.

4. Recording of meetings.

The Committee supports the principles of openness and transparency. It allows filming, recording and taking photographs at its meetings that are open to the public - providing this is done in a non-disruptive manner. Members of the public may use Facebook and Twitter or other forms of social media to report on proceedings and a designated area will be provided for anyone wishing to film part or all of the proceedings. No filming or recording may take place when the press and public are

excluded for that part of the meeting. As a matter of courtesy to the public, anyone wishing to film or record proceedings is asked to provide reasonable notice to the Committee Administrator so that the relevant Chairman can inform those present at the start of the meeting.

We would ask that, as far as possible, members of the public aren't filmed unless they are playing an active role such as speaking within a meeting and there may be occasions when speaking members of the public request not to be filmed.

Minutes of the Meeting of the Heart of the South West (HotSW) Joint Committee held at the Holiday Inn, Junction 25 M5, Taunton at 11.15am, Friday 12 July 2019.

Attendance

Voting Members

Cllr John Hart	Leader - Devon County Council
Cllr David Fothergill (Chair)	Leader - Somerset County Council
Cllr Ben Ingham	Leader – East Devon District Council
Cllr Andrea Davis	Deputy Chair – Exmoor National Park Authority
Cllr Tudor Evans	Leader - Plymouth City Council
Cllr Philip Bialyk	Leader - Exeter City Council
Cllr Ros Wyke	Leader – Mendip District Council
Cllr Bob Deed	Leader – Mid Devon District Council
Cllr David Worden	Leader – North Devon District Council
Cllr Judy Pearce	Leader – South Ham District Council
Cllr Val Keitch	Leader - South Somerset District Council
Cllr Gordon Hook	Leader – Teignbridge District Council
Cllr Steve Darling	Leader – Torbay Council
Cllr Anna Dart	Leader – Torridge District Council
Andrew Cooper	Chair of Audit & Governance Committee - Dartmoor NPA
Cllr Gill Slocombe	Deputy Leader – Sedgemoor District Council
Cllr Alistair Dewhirst	Deputy Leader – Teignbridge District Council
Cllr Ken James	Deputy Leader – Torridge District Council
Cllr Marcus Kravis	Portfolio Holder for Asset Management and Economic Development - Somerset West & Taunton

Non-Voting Members

Steve Hindley	Chair - Heart of the South West Local Enterprise Partnership
Cllr Liz Leyshon	Assistant Portfolio Holder for Enterprise and Finance - Mendip District Council
Cllr Malcolm Prowse	Deputy Leader – North Devon District Council

Officers

Phil Norrey	Chief Executive - Devon County Council
Pat Flaherty	Chief Executive - Somerset County Council
Julian Gale	Strategic Manager/Partnership Governance - Somerset County Council
Tracey Lee	Chief Executive - Plymouth City Council and Senior Responsible Officer for the Joint Committee
Alison Ward	Regional Portfolio Manager - Plymouth City Council
Steve Parrock	Chief Executive - Torbay Council
Karime Hassan	Chief Executive - Exeter City Council

Stephen Walford	Chief Executive - Mid Devon District Council
Phil Shears	Chief Executive - Teignbridge District Council
Jenny Wallace	Head of Paid Service - Torrington District Council
Doug Bamsey	Corporate Director - Sedgemoor District Council
James Hassett	Chief Executive - Somerset West and Taunton Council
Michael Tichford	North Devon District Council – Head of Place
Suzanne Bond	Department for Business, Energy and Industrial Strategy/Ministry of Housing, Communities and Local Government
Mark Williams	Chief Executive – East Devon District Council
Sophie Hosking	Chief Executive - South Hams & West Devon District Councils
Tony Bray	Department for Business, Energy and Industrial Strategy/Ministry of Housing, Communities and Local Government
Peter Doyle	Devon County Council
Alan Denby	Director of Economic Strategy, Torbay Council.
Eifion Jones	Heart of the South West Local Enterprise Partnership

Apologies

Pamela Woods	Chair - Dartmoor NPA
Cllr Duncan McGinty	Leader - Sedgemoor District Council
Cllr Federica Smith-Roberts	Leader - Somerset West & Taunton Council
Cllr Neil Jory	Leader - West Devon Borough Council
Cllr Rachel Sutton	Deputy Leader - Exeter City Council
Ian Collinson	Homes England

1. **Apologies for absence**

Details of apologies received were recorded as set out above.

2. **Election of Chair**

Having been nominated and seconded Cllr David Fothergill was duly elected as Chair of the Joint Committee.

3. **Appointment of Vice-Chair**

Having been nominated and seconded Cllr Tudor Evans was duly appointed as Vice-Chair of the Joint Committee.

4 Declarations of Interest

- 4.01 Details of councillors' appointments to local authorities were displayed in the meeting room and are attached for information as appendix A. There were no other declarations of interest.

5 Minutes

- 5.01 The Minutes of the Joint Committee meeting held on 29th March 2019 were confirmed as a correct record.

6 Public Question Time

- 6.01 There were no public questions.

7 Chair's Update

- 7.01 Cllr Fothergill reported on developments since the last Joint Committee meeting, referring to:

- SCC starting construction of the iAero centre this month at Leonardos, Yeovil
- The work of the Devon Climate Change Emergency Group chaired by Phil Norrey to which the Somerset authorities have been invited to join. A range of stakeholders are involved including Exeter University – who have also put in some funding. It was suggested and agreed that an update be brought to the next Joint Committee meeting.
- There has been a big rise in the take up of superfast broadband services under the Connecting Devon and Somerset programme. Take-up is now around 60%, higher than the national average and a 5% rise on the previous quarter, which means around 180,000 homes and businesses are now using superfast services over new or improved networks funded by CDS.
- The HotSW Digital Skills Partnership has secured £255k as one of the 4 national pilots from Department for Digital, Culture, Media & Sport for developing local digital skills.
- The Department for Education Pilot around Careers and Training, which has provided training to 600 local people over the past twelve months is nearing completion and indications are that we are likely to be the most successful of the 5 national pilots.
- Taunton and Yeovil have successfully made it to the shortlist for high street funding. Unfortunately, none of the Devon authorities have made it to this stage.

7.02 At Cllr Fothergill's invitation, Eifion Jones, HotSW Local Enterprise Partnership (LEP), gave an update on the activities of the LEP since the last meeting, referring to successes and other local developments as follows:

- There are 2 European Funding Grants available.
- Tourism Sector Deals are up and running with 5 national Heritage Action Zones for historic town centre status.
- The Stonehenge report is due for the duelling of the A303. The cost is around £1.6 billion.
- The Sparkford enquiry has now been closed.
- The work on the A358 on Junction 25 of the M5 is now in the public domain.

8 Draft HotSW Local Industrial Strategy

8.01 The Joint Committee considered a report presented by Tracey Lee, Chief Executive, Plymouth City Council and Senior Responsible Officer for the HotSW, on the Local Industrial Strategy.

8.02 The report provided an update on the development of the HotSW Local Industrial Strategy (LIS) being prepared on the back of the HotSW area being given the opportunity by Government to be part of the Wave 2 areas developing Local Industrial Strategies. The aim of reaching agreement of the Strategy with the Government and publication in late September will enable us to develop our propositions for investment and submit bids as soon as funding streams are announced, as well as feeding proposals into the Comprehensive Spending Review process.

8.03 RESOLVED unanimously to:

- (a) Agree the overall direction of the draft Local Industrial Strategy;
- (b) Agree that the draft version should be shared with Government to form the basis of the next stage of co-development;
- (c) Agree that the draft is published for information on the Joint Committee and LEP websites (following the LEP Board meeting on 23 July and subject to approval of the same recommendations at that meeting);
- (d) Agree to support targeted engagement with key stakeholders and promote wider awareness of the Local Industrial Strategy.

9 HotSW Housing Task Force

9.01 The Joint Committee considered a report presented by Stephen Walford, Chief Executive, Mid Devon District Council on the Housing Task Force. The report argued the case for the continuation of the Housing Task Force established

previously by the Joint Committee and sought agreement to a revised membership.

- 9.02 Nominations from the membership were invited noting that ideally there would be a spread of representation across the area and of political representation. Nominations were received from – Cllr Judy Pearce, Cllr Bob Deed, Cllr Ros Wyke, Cllr Gill Slocombe, Cllr Ken James, Cllr Val Keitch and Cllr Tudor Evans. Officers were asked to form a Housing Task Force taking into consideration geography and political balance.
- 9.03 It was agreed the Housing Task Force Terms of Reference would be reviewed and brought to the next Joint Committee meeting.
- 9.04 RESOLVED unanimously to:
- (a) Renew the Housing Task Force in light of significant changes in membership following the local elections in May 2019.

10 Brexit update – Submission to the Treasury Committee Regional Imbalances in the UK Economy

- 10.01 The Joint Committee considered a report presented by Phil Norrey, Chief Executive, Devon County Council setting out a proposal to submit a response to the Treasury Committee Inquiry: Regional Imbalances in the UK Economy Inquiry. The proposed response built on the work of the Joint Committee in preparing for the impacts of Brexit and was an opportunity to further lobby Government on the economic opportunities that exist in our area and which could be realised with the devolution of appropriate powers and funding.
- 10.02 The following points were raised in the debate on the proposed contents of a response:-
- Reference was made to the need for more clarity from Government on the Comprehensive Spend Review (CSR). It was agreed that reference to the CSR, levels of funding local government and more broadly public services, could be included in the submission. This was appropriate as an area our economy is more heavily reliant than is the norm on the public sector and it would be preferable if this wasn't the case.
 - Reference was made to the Government's plans to charge VAT on solar panels and how this will impact on our ambitions for clean growth. It was suggested that this should be picked up in the response. It was agreed that it would be appropriate to refer to this in the response given the Committee's focus on clean growth and making best use of the assets in the region. The Committee's work on Brexit had focused on opportunities presented by Brexit and the response could justifiably incorporate some sort of incentive for investment in green technology, which would probably be of more benefit to the HotSW than other regions.

- 10.03 RESOLVED unanimously to:

- (a) Approve the development of a Heart of the South West Joint Committee response to Treasury Inquiry subject to engagement through the Chief Executives of Constituent Authorities;
- (b) Authorise the Brexit and Resilience and Opportunities Group to draft the response;
- (c) Authorise the Chair of the Joint Committee to sign off and send the response subject to the draft being shared with all Leaders for final comment;

11 HotSW Local Enterprise Partnership – Coastal Productivity Plan

11.01 Steve Parrock, Chief Executive of Torbay Council introduced the background to the Coastal Productivity Plan. He highlighted that:

- The development of a Strategy had been encouraged by Government officials and discussions had taken place with ministers and the House of Lords Select Committee to discuss the challenges faced by coastal areas.
- Torbay Council had volunteered to take the lead on this and assurance was given that there was a commitment to ensuring that the content represents all areas, not just Torbay. He gave the example that the Greater Grimsby Town government funding announced in 2018, match funded by authorities and businesses which proved that the Government was serious about committing to tackling the issues of coastal areas.
- Through the establishment of a Coastal Action Zone there would be opportunities to pursue the re-introduction of local enhanced capital allowances for coastal businesses, enhanced digital skills through LIS and growth of higher value apprenticeships.
- It is estimated that there will be a £3.14 return for every £1 of public money spent in investment which will result in a £700m gain in terms of productivity over the next 10 years.

11.02 Alan Denby, Director of Economic Strategy, Torbay Council introduced the detail of the Coastal Productivity Plan.

11.03 The Plan highlighted that:

- Coastal towns are low in productivity, high in costs and have high poverty and low unemployment, as well as being low pay areas.
- Challenges identified include: deprivation, challenge of demographics (aging population and young people leaving area) and dependence on the visitor economy which affects productivity, housing, infrastructure.
- 5 of the 10 local authorities in the South West have a coastal line, with 3 of them being in the HotSW area.

11.04 The following points were raised in discussion:

- Coastal towns depend highly on tourism and holiday home ownership impacts on the local economy throughout the winter.

- South Hams, Sedgemoor and East Devon coast lines are not mentioned in the Plan.
- A checklist would be helpful when going to government with issues.
- There was a suggestion to form a Coastal Communities Task Group in order to develop an agreed approach and share what needs to be discussed with government.
- It is hoped to use the weight of the Joint Committee and LEP to influence government to explore different funding models.
- There is merit in having a distinctive funding stream so coastal areas are not competing with other areas.
- The Plan needs to cover all of the HotSW councils with a coastal line.
- It may be prudent to concentrate on the areas that are most challenged as these are more likely to secure government funding.
- The need for joined up thinking and collaboration so coastal areas are not competing against each other.

11.08 RESOLVED to agree the direction of travel set out in the report and specifically to:

- (a) Recognise the issues which are slowing growth in HotSW coastal towns and resorts.
- (b) Seek Government support to pilot a Coastal Action Zone (CAZ) in Heart of the South West.
- (c) Develop of and piloting a Digital Business Academy.
- (d) Seek support to extend Higher Value Apprenticeship Pilot across the coastal towns and resorts of HotSW.
- (e) Support development of a proposition for HotSW as a Tourism Zone, potentially with neighbouring LEP areas.

The recommendations were agreed subject to a report to the next meeting to consider the proposal to set up a Coastal Communities Task Group.

12 HotSW Joint Committee Governance Update Report

12.01 The Joint Committee considered a report presented by Julian Gale, Strategic Manager – Partnership Governance, Somerset County Council who gave an update on the Joint Committee Governance arrangements. The update covered changes required to the Committee’s Arrangements document as a result of decisions made at the last meeting of the Committee. It also provided details of the revised management support arrangements and the Committee’s budget position. It was noted that delays to the work programme meant that it was highly unlikely that there would be a further budget request of the Constituent Authorities in 2019/20.

12.02 As part of his presentation Julian informed the Committee that a formal request had been received from the Devon Association of Local Councils (DALC) and the Somerset Association of Local Councils (SALC) to have a joint non-voting

co-opted member on The Joint Committee. The Committee debated this proposal and agreed to defer consideration to the next meeting to request further information, including whether it would be more appropriate to have two representatives (one for each Association) rather than one.

12.03 RESOLVED to:

- (a) Recommend the changes to the Committee's list of functions in the arrangement document as already agreed by the Joint Committee and the updated budget arrangements for endorsement by the Constituent Authorities as required.
- (b) Defer the decision on the request for a non-voting co-opted member from DALC & SALC to the next meeting.

13 Great South West

13.01 The Joint Committee received verbal updates on this initiative from Eifion Jones and Steve Hindley, HotSW LEP.

13.02 Great South West is an informal collaboration of peninsula LEPs including Cornwall, Dorset and the Isle of Scilly. It is focused on areas of common interests and to add value to the work of the individual LEPs. It will build on the emerging Local Industrial Strategies and will focus on clean growth to differentiate it from other areas. A Great South West All-Party Parliamentary Group has been established. In response to a Ministerial request a Great South West proposition is being developed over the summer and will be submitted to Government before the summer parliamentary recess.

13.03 This work had been given added impetus by the announcements made by the Great Western powerhouse spanning the M4 corridor from Swindon to Swansea and including Gloucestershire. This area's prospectus had been launched at an event at Parliament focusing on economic potential this added to the urgent need for the Great South Area to be able to compete.

14 Peninsula Transport Board Update

14.01 The Joint Committee considered a report presented by Julian Gale, Strategic Manager – Partnership Governance, Somerset County Council.

14.02 The Peninsula Transport Board had its third meeting on 3rd July 2019. As the sub-national transport body for the area including the its key functions are to engage with Government on strategic transport investment priorities and develop a transport strategy for the area.

14.03 The Board's focus to date has been to develop and submit bids under the Large Local Majors (LLM) and Major Road Network (MRN) bidding schemes. Through these submissions the Board is seeking government funding for strategic highways network road schemes for the 2020-2025 period. This a competitive process and local areas have to provide match funding at 15%. The schemes agreed for submission are listed in the officer's report.

- 14.04 Cllr Davis, Chair of the Peninsula Transport Task Force, gave an update on rail developments including in relation to the rail links between Okehampton and Exeter and the Tarka Line now known as the North Devon Line. Devon County Council had invested significant resource into the Sunday service on the Okehampton to Exeter line for the benefits of local business. A new rail timetable would be going live on the 19th December which would provide 42000 extra seats daily across the South West.
- 14.05 The Board was presented with detail of Bristol Airport's growth plans against a picture of strong demand in the region to grow the airport through to 2050. It is already the largest single site employer in North Somerset, with a further increase in jobs and GVA (gross value added) forecast.

15 Date of next meeting

Friday 27th September 2019 at 10.00am – venue to be confirmed.

16 Any Other Business

Cllr David Fothergill announced the retirement of Julian Gale after over 40 years working for Somerset County Council and commended his work, professionalism and diplomacy. The Joint Committee wished Julian all the very best and thanked him for all his support.

(The meeting ended at 12.53 pm)

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COUNCILLORS – HOTSW JOINT COMMITTEE PARISH INTERESTS 2019

Nominating Authority	Name	Nominated Rep or Sub	Other Interests
Devon CC	Cllr John Hart	Rep. <i>Leader</i>	Wembury Parish Council
Devon CC	Cllr James McInnes	Sub. Deputy Leader	West Devon BC, Dartmoor NPA
East Devon DC	Cllr Ben Ingham	Rep. <i>Leader</i>	None
East Devon DC	Cllr Susie Bond	Sub. Deputy Leader	Feniton Parish Council
Exeter CC	Cllr Philip Bialyk	Rep. <i>Leader</i>	None
Exeter CC	Cllr Rachel Sutton	Sub. Deputy Leader	Devon & Cornwall Police & Crime Panel
Exmoor NPA	Cllr Andrea Davis	Rep. <i>Deputy Chairman of Exmoor NPA</i>	North Devon Council, North Devon AONB, Devon County Council
Mendip DC	Cllr Ros Wyke	Rep. <i>Leader</i>	Westbury Sub Mendip Parish Council, Weston Area Health Authority
Mendip DC	Cllr Liz Leyshon	Sub. Assistant Portfolio Holder for Enterprise and Finance	Somerset County Council
Mid Devon DC	Cllr Bob Deed	Rep. <i>Leader</i>	Tiverton Parish Council
Mid Devon DC	Cllr Luke Taylor	Sub. Deputy Leader	Bradinch Town Council
North Devon DC	Cllr David Worden	Rep. <i>Leader</i>	South Molton Town Council, Devon County Council
North Devon DC	Cllr Malcolm Prowse	Sub. Deputy Leader	Bratton Fleming Parish Council
Plymouth CC	Cllr Tudor Evans	Rep. <i>Leader</i>	None
Plymouth CC	Cllr Peter Smith	Sub. Deputy Leader	None
Sedgemoor DC	Cllr Duncan McGinty	Rep. <i>Leader</i>	None
Sedgemoor DC	Cllr Gill Slocombe	Sub. <i>Deputy Leader</i>	None
Somerset CC	Cllr David Fothergill	Rep. <i>Leader</i>	None
Somerset CC	Cllr David Hall	Sub. Cabinet member for Economic Development Planning and Community Infrastructure	None
Somerset West & Taunton	Cllr Federica Smith-Roberts	Rep. <i>Leader</i>	South West Council, Somerset Rivers Authority
Somerset West & Taunton	Cllr Habib Farbahi	Sub.	None
South Hams DC	Cllr Judy Pearce	Rep. <i>Leader</i>	None
South Hams DC	Cllr Hilary Bastone	Sub. <i>Deputy Leader</i>	None
South Somerset DC	Cllr Val Keitch	Rep. <i>Leader</i>	Ilminster Town Council
South Somerset DC	Cllr John Clark	Sub. Portfolio Holder for Economic Development	None

Teignbridge DC	Cllr Gordon Hook	Rep. <i>Leader</i>	Devon & Somerset Fire Authority, Devon County Council
Teignbridge DC	Cllr Alistair Dewhirst	Sub. Deputy Leader	Devon County Council
Torbay Council	Cllr Steve Darling	Rep. <i>Leader</i>	Devon & Cornwall Police & Crime Panel
Torbay Council	Cllr Darren Cowell	Sub. <i>Deputy Leader</i>	None
Torrige DC	Cllr Anna Dart	Rep. <i>Leader</i>	North Devon Council
Torrige DC	Cllr Ken James	Sub. <i>Deputy Leader</i>	Bridgerule Parish Council
West Devon BC	Cllr Neil Jory	Rep. <i>Leader</i>	None
West Devon BC	Cllr Lois Samuel	Sub. <i>Deputy Leader</i>	None

Leaders

for the Heart of the South West

HotSW Joint Committee

Meeting date – 27th September 2019

HotSW Joint Committee – Governance Arrangements update

Lead Officer: Pat Flaherty, Chief Executive, Somerset County Council and Governance lead

Author: Scott Wooldridge, Strategic Manager, Governance and Democratic Services, Somerset County Council

Contact: swouldridge@somerset.gov.uk

1. Summary

1.1. Further to the report to the July 2019 Joint Committee meeting, this paper provides an update on the following governance issues and asks for decisions/recommendations by the Joint Committee:

- (a) The request from the Devon and Somerset Associations of Local Councils (DALC & SALC) for a non-voting representative on the Joint Committee
- (b) A proposal in relation to the Joint Committee's budget for 2020/21
- (c) The appointment of the Administering Authority to the Joint Committee which comes up for renewal in January 2020.
- (d) Proposed meeting dates for the Joint Committee for 2020.

Further documentation about the Committee is available on its website

<http://www.hotswjointcommittee.org.uk/>

Agendas/papers for its formal meetings can be accessed on Somerset County Council's website

<http://democracy.somerset.gov.uk/mgCommitteeDetails.aspx?ID=357>

2. Recommendations

2.1. The Joint Committee is recommended to:

- (a) **co-opt a single joint representative of DALC/SALC as a non-voting member of the Joint Committee with immediate effect;**
- (b) **recommend to the Constituent Authorities**
 - (i) **that the Joint Committee budget contributions for 2020/21 should be set at the following levels:**
 - **County Councils - £21,000**
 - **Unitary Councils - £8,000**
 - **District Councils and National Park Authorities - £2,800**

Note: see paras 4.2.3 and 4.2.4 for the detail behind this recommendation

- (ii) **to reappoint Somerset County Council as the Administering Authority to the Joint Committee for the period 22 January 2020 to 21 January 2022.**
- (c) **agree the Committee's proposed meeting dates for 2020 as set out in paragraph 4.4.1 of this report.**

3. Reasons for recommendations

- 3.1
 - The recommendation for the appointment of a co-opted non-voting member for DALC/SALC takes forward the discussion at the last Joint Committee meeting.
 - The budget decision is required to put the Joint Committee's budget onto a firm footing for 2020/21.
 - The appointment of the Administering Authority to run the Joint Committee is required as the existing appointment ceases in January 2020.
 - Approval of the Committee's meeting dates in 2020 gives certainty to members and officers for diary purposes and will ensure that the Committee is able to expedite its business efficiently.

4. Background

4.1 DALC/SALC request

- 4.1.1 In July the Committee gave initial consideration to a request from DALC / SALC for a single joint representative to be appointed to the Committee as a non-voting co-opted member. The Committee debated the request and decided to defer consideration pending further information to be obtained including the reasoning for a single joint representative. The response from DALC/SALC has confirmed that a single joint appointment was requested as they felt that a request for two representatives may be rejected. They felt that a single joint representative would work as DALC and SALC have worked together numerous times previously to make representations to the Heart of the SW LEP, via working groups with policy officers. There is a good working relationship between the Associations and they would maintain regular contact about meetings, progress and opportunities for councils to have their say. They have indicated that they would not be opposed to the appointment of two representatives if that is the preference of the Committee. This issue was discussed at the meeting of the HotSW Chief Executives' Executive Group recently and their recommendation is that the request for single co-opted member should be agreed by the Committee in line with the original request. In recommending approval the Chief Executives' Executive Group asked that it be made explicit to DALC / SALC that the approval is subject to them acknowledging that the Committee is a strategic body and any input from the appointed co-opted representative must be made in this context.

4.2 Joint Committee Budget

- 4.2.1 Members will recall the governance update brought to the last meeting of the Committee and which outlined the Committee's budget situation for 2019/20. In that report and in previous reports mention has been made to revisit the budget arrangements for 2020/21 to put the Joint Committee on a more sustainable budget footing.
- 4.2.2 The updated budget position for 2019/20 is detailed below. In summary, for 2019/20 we have collected contributions from the Constituent Authorities totalling £48,600 which together with the underspend from last year gives a total budget of £84,926. We have not had cause to invoice the Constituent Authorities for the additional £48,600 agreed in principle as there are currently no work programme proposals requiring funding which cannot be met from the budget already in place. Of the total budget in place of £84,926, £60k is now committed for support costs (refunding officer secondments and meeting costs). As support costs are outstripping the Constituent Authorities base contributions in the medium term, we will be relying on the ever-reducing level of underspend to meet all of the support costs and work programme costs. The HotSW Chief Executives' Executive Group met recently and concluded that this was not a sustainable position. They discussed options for making the Joint Committee's budget sustainable and their recommended approach is set out in para 4.2.3 below.

Income	£ (,000)
Constituent Authority contributions	48,600 - committed (48,600 – in principle and if required)
2018/19 underspend	36,326
<u>Total</u>	84,926 (+ 48.6k in principle and if required)
Expenditure	£ ,000
Administering Authority	20 – committed (for the year)
Programme Office lead officer role	20 – committed (for the year)
Brexit Resilience and Opportunities Group – officer support costs	20 – committed (for the year)
Housing Task Force	Tbc
Growth Corridor Work	Tbc
MP/ Ministerial engagement	Tbc
Brexit work programme	Tbc
Coastal Communities proposal	Tbc
<u>Total</u>	£60k committed

- 4.2.3 Budget options considered by the Chief Executives' Executive Group included raising top slicing funding from external funding that may be made available to the Committee by the Government in the future under specific policy opportunities but this remains a longer term aim. In the short term the Group considered it important that the Constituent Authorities commit to sustaining the partnership by providing an adequate level of funding for 2020/21. Work programme developments remain some way away from

being fully developed, mainly as a result of the Brexit situation, but discussions with civil servants continue and we need to plan ahead accordingly. The Chief Executives' Executive Group's **recommendation** is that a sustainable level of budget for 2020/21 would be achieved on the basis of 2 x the original level of contributions as follows:

County Councils - £21,000

Unitary Councils - £8,000

District Councils and national Park Authorities – £2,800

This would give a total budget of £97,200 (+ underspend carried forward from 2019/20) and this should be sufficient to cover support costs and work programme activity

- 4.2.4 In considering the recommendation in 4.2.3 above the Committee is asked to reflect on representations made by the National Park Authorities on the above proposal. They remain resolutely committed to supporting the work of the Committee and are happy to main a level of financial commitment to the budget at the 2018/19 level (£1,400pa). However, they wish to point out that they don't have the same level of budgets as the district councils and don't have the budget flexibility of councils. An example of this is the Brexit funding that has been made available to all local councils but not the national park authorities. They have therefore requested to be a special case with their level of contribution capped at £1400 pa.

4.3 **Appointment of Administering Authority to the Joint Committee**

- 4.3.1 At the time of the establishment of the Joint Committee, the Constituent Authorities agreed to appoint SCC as the Administering Authority for a two-year period which ends on the 22 January 2020. Consideration needs to be given at this stage to an appointment for the next 2-year period as provided for in the Committee's 'Arrangements' document. The appointment needs to be confirmed by the Constituent Authorities on the recommendation of the Joint Committee hence the inclusion of this item on the agenda today.
- 4.3.2 The detail of the role is set out in the Arrangements document but in summary it includes:
- Running the Joint Committee business and meetings;
 - Administration of the Joint Committee's budget;
 - Responsibility for the Committee's communications and engagement plan including maintaining the JC's website as hosted by SCC.
- 4.3.3 The authority undertaking the role currently receives a budget allocation of £20,000 as a contribution towards the costs of undertaking the role and it is proposed to maintain this allocation at this level for 2020/21.
- 4.3.4 Somerset County Council has indicated that it is happy to continue in this role for a further two years if that is the wish of the Committee and the Constituent Authorities. The Chief Executives' Executive Group considered the options including the offer from Somerset and an alternative of asking for expressions of interest in the role from the Constituent Authorities. The

Group considered that Somerset County Council had done an excellent job over the last two years and their recommendation is that Somerset County Council be appointed as the Administering Authority for a further two-year period.

4.4 Joint Committee meeting dates for 2020

- 4.4.1 The following meeting dates for the Joint Committee are proposed for 2020. The plan is to use these dates for informal/formal Joint Committee meetings in the format that has been used for recent meetings.

10am start on the following dates – all Fridays:

31 January 2020

27 March 2020

26 June 2020

9 October 2020

6. Equalities Implications

- 6.1 There are no equalities implications associated with the recommendations.

7. Financial Implications

- 7.1 As set out in this report.

8. Legal Implications

- 8.1 There are no specific legal implications associated with this report. The Committee has the ability under its own governance arrangements to co-opted non-voting members to its membership and to agree its own meeting dates. The appointment of the Administering Authority rests with the Constituent Authorities under the Committee's Arrangements document.

9. Business Risk

- 9.1 The key risk to the Constituent Authorities is an unsustainable Committee without a sufficient budget to maintain the security and operation of the model. If the Committee cannot be sustained then the momentum already achieved with Government will be at risk and the opportunity to realise additional funds, powers and responsibilities from Government for the benefit of the HotSW will be severely compromised. This in turn would compromise the ability to deliver the Productivity Strategy.

10. Other Implications: Health and Well-being; Health and Safety; Sustainability; Community Safety; Privacy

- 10.1 There are no other implications

11. Background papers

- 11.1 Link below to the HotSW Joint Committee Arrangements document as agreed by all of the Constituent Authorities



Annex A Heart of the
South West Joint Con

APPENDIX A – EXTRACT FROM THE JOINT COMMITTEE’S ARRANGEMENTS DOCUMENT

2. Joint Committee Functions:

2.1 The only delegated functions of the Joint Committee relate to:

- (a) the approval of the HotSW Productivity Strategy; and
- (b) the development and endorsement of the HotSW Local Industrial Strategy (LIS) (noting that final approval of the HotSW LIS rests with the HotSW Local Enterprise Partnership (LEP) and the Government.

All other matters referred to in 2.3 below are ‘referred’ matters where the Joint Committee will make recommendations to the Constituent Authority or Authorities for decision. Additional delegated or referred functions may be proposed for the Joint Committee in the future by the Joint Committee or any of the Constituent Authorities but shall only be agreed if approved by all of the Constituent Authorities.

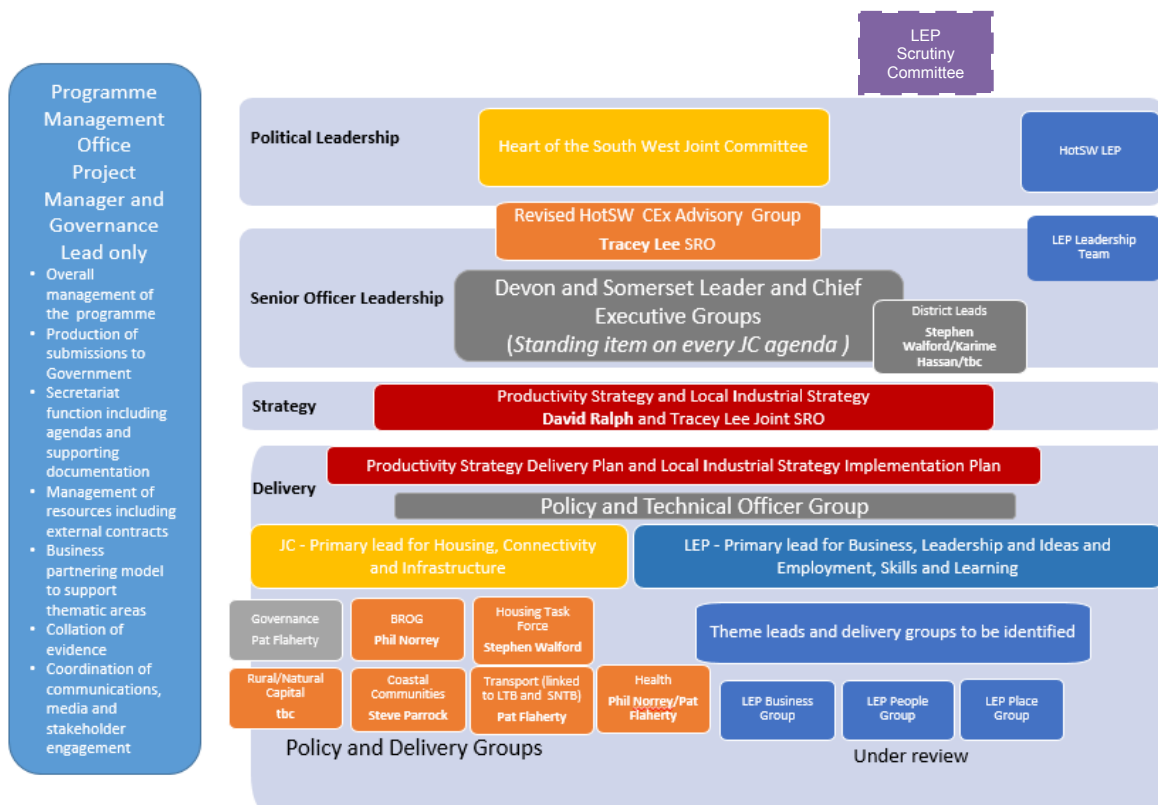
2.2 The principle of subsidiarity will apply to the relationship between the Joint Committee, the Constituent Authorities and local Sub-Regional Partnerships with decisions being made at the most local and appropriate level on all matters to do with the delivery of the Productivity Strategy and in relation to the other functions of the Joint Committee.

2.3 The Joint Committee shall:

- (a) Develop and agree the HotSW Productivity Plan in collaboration with the LEP.
- (b) Maintain oversight of the HotSW Delivery Plan = working alongside and in collaboration with the LEP using each other strengths and roles to ensure delivery of the HotSW Productivity Strategy.
- (c) Continue discussions /negotiations with the Government and Government agencies to achieve direct intervention, support, funding and powers to the benefit of the HotSW and assist with the delivery of the Productivity Plan.
- (d) Continue discussions / negotiations with the Government / relevant agencies to secure delivery of the Government’s strategic infrastructure commitments, eg, strategic road and rail transport improvements.
- (e) Design and deliver the strategic HotSW response to ‘Government’ offers.
- (f) Design and deliver public sector reform where this will deliver improved productivity to the HotSW, eg health, education.
- (g) Deliver at scale (beyond what individual councils can achieve).
- (h) Work with the LEP to identify and deliver adjustments to the LEP’s democratic accountability and to assist the organisation to comply with the revised (November 2016) LEP Assurance Framework. This includes endorsing the LEP’s assurance framework on behalf of the Constituent Authorities as and when required. However, this is subject to the Framework being formally approved by the LEP’s Administering Authority.
- (i) Ensure that adequate resources (including staff and funding) are allocated by the Constituent Authorities to enable the objectives in (a) to (e) above to be delivered.

APPENDIX B

HotSW Joint Committee Structures



Chief Executives' Executive Group Membership and Roles

Theme/Role	Lead	Body
HotSW Leaders SRO	Tracey Lee	JC (PCC)
Productivity Strategy SRO	Tracey Lee/David Ralph	JC (PCC)/LEP
LIS SRO	David Ralph/Tracey Lee	LEP/JC (PCC)
BROG	Phil Norrey	JC (DCC)
Governance lead	Pat Flaherty	JC (SCC)
Housing lead	Stephen Walford	JC (MDDC)
Transport lead	Pat Flaherty	JC (SCC)
Coastal Communities lead	Steve Parrock	JC (TC)
District Council Leads X 3	Stephen Walford (Devon - Rural) Karime Hassan (Devon - City/Urban) Stuart Brown (Somerset)	JC (MDDC/ECC/MDC)
Rural/Natural Capital lead	Kevin Bishop	JC (DNP)
Health theme	Via Phil Norrey and Pat Flaherty in the short term	JC (DCC/SCC)