

# Public Document Pack



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PUBLIC

To: Members of Vision Derbyshire Joint Committee

Dear Councillor

Please attend a meeting of the **Vision Derbyshire Joint Committee** to be held at **11.00 am** on **Thursday, 28 September 2023**; at **Committee Room 1, County Hall, Matlock** the agenda for which is set out below.

Yours faithfully

A handwritten signature in black ink that reads 'Helen E. Barrington'.

**Helen Barrington**  
**Director of Legal Services**

## **A G E N D A**

1. Apologies for absence  
To receive apologies for absence
2. Declarations of interest  
To receive declarations of interest (if any)
3. Minutes (Pages 1 - 4)  
To confirm the minutes of the meeting of the Joint Committee held on 20 July 2023.
4. Devolution and EMCCA Update (Verbal Report)
5. Vision Derbyshire Action Plan 2023-24 (Pages 5 - 12)

6. Vision Derbyshire Strategic Leadership Board Draft Terms of Reference (Pages 13 - 32)
7. Vision Derbyshire Update on Programme Resource proposals (Pages 33 - 40)
8. Any other business

PUBLIC

**MINUTES** of a meeting of **VISION DERBYSHIRE JOINT COMMITTEE** held on Thursday, 20 July 2023 at .

## **PRESENT**

Councillor (in the Chair)

Councillors Dawson, Chris Emmas-Williams (Cllr), B Lewis, (Cllr) and Pearson.

Also in attendance was Councillor .

Apologies for absence were submitted for Councillor Barker and (Cllr).

### **1/23            DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **2/23            DEVOLUTION AND EMCCA UPDATE - PRESENTATION**

E Alexander introduced the item, providing the Committee with a devolution update. The presentation gave background and further detail to The Levelling-Up and Regeneration Bill.

The next major milestone would be in autumn, when the four councils would need to make a decision on whether to approve a draft statutory instrument, which would form the legal basis for the creation of the East Midlands Combined County Authority.

Work was now underway as part of Phase 2 of the programme to design and develop interim arrangements to ensure that the EMCCA could be fully operational from May 2024 onwards.

### **3/23            VISION DERBYSHIRE LIGHT TOUCH REVIEW**

E Alexander introduced the item, presenting the key findings and recommendations from the Vision Derbyshire Light Touch Review and asked the Committee to approve the partnership's response.

**RESOLVED** to

- 1) Note the key findings and recommendations of the Vision Derbyshire Light Touch Review; and
- 2) Discuss the key findings and recommendations of the review and support and confirm the collective response.

**VISION DERBYSHIRE UPDATE ON APPROACH**

E Alexander introduced the item, providing an update on progress and work undertaken since the last Vision Derbyshire Joint Committee and asked the Committee to consider and agree a series of proposals for taking the approach forward.

**RESOLVED to**

- 1) Agree that that the current principles and those of the emerging East Midlands Combined County Authority (EMCCA) are refreshed and aligned, to be adopted by all councils at the formation of the new approach in September 2023 and will form a fundamental basis for the revised approach;
- 2) Agree the Vision Derbyshire brand is retired and replaced by the title 'Derbyshire Strategic Leadership';
- 3) Agree the revised thematic delivery programme and appoint new leads with an updated work programme for formal agreement at a future meeting;
- 4) Agree the changes to the programme resource plans and the phased approach to establishing the programme team;
- 5) Agree funding for the programme for the remainder of the 2023/24 period to be met by Derbyshire County Council to the value of £70,161;
- 6) Agree, in principle, funding for the programme for the 2024/25 period to be met by participating Councils through redirecting current Derbyshire Economic Partnership funding and retained business rate pool funding to the value of £357,747;
- 7) Note the key milestones, activities and timeline in the Action Plan 2023/24 to deliver the necessary activities over the rest of the financial year; and
- 8) Agree that progress on the Action Plan 2023/24 be presented at the next Vision Derbyshire Joint Committee by way of update.

**VISION DERBYSHIRE GOVERNANCE REVIEW**

E Alexander introduced the item, asking the Vision Derbyshire Joint Committee to note the governance review and agree to formally establish a new single governance framework for Derbyshire Councils, including a new formal decision-making

committee called the Derbyshire Strategic Leadership Board.

**RESOLVED to**

1) Approve proposals following the review of the Vision Derbyshire Joint Committee to merge appropriate governance structures into a single new framework for Derbyshire Councils, which will include a new formal decision-making committee called the Derbyshire Strategic Leadership Board; and

2) Approve that the development and implementation of the future governance approach are phased as outlined in the report.

**6/23**

**VISION DERBYSHIRE THEMATIC AREAS UPDATES/KEY ACHIEVEMENTS**

L Hickin and R Lowe presented the item, providing detail on the Vision Derbyshire Climate Change Strategy (2022-2025) and associated Action Plan endorsed in April 2022 and October 2022 respectively. The first annual review of progress and reporting was underway.

The Climate Change Officer Group met monthly, but no meetings were held between March and June 2023 due to officer availability issues. Two meetings of strategic officers group had been held; representatives from five Councils had attended. As well as one meeting of VCS infrastructure working group.

**7/23**

**ANY OTHER BUSINESS**

There was no other business.

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## Vision Derbyshire Joint Committee Action Plan 2023/24

<b>Date:</b>	20 September 2023
<b>Key ambition area:</b>	Whole Programme
<b>Sponsors:</b>	Emma Alexander
<b>For publication:</b>	Yes

### 1.0 Purpose of the report

- 1.1 To receive an update on progress and work undertaken on key activity outlined in the agreed action plan 2023/24 since the last Vision Derbyshire Joint Committee (VDJC) in July 2023.

### 2.0 Recommendations

- 2.0 Note the key milestones, activities and timeline in the Action Plan 2023/24 to deliver the necessary activities for the current financial year.

### 3.0 Reason for recommendations

- 3.1 To assure the Vision Derbyshire Joint Committee that there is a robust plan in place to complete identified work activity over the 2023/24 period and to ensure there is a collective understanding of the progress made against the agreed programme of work.

### 4.0 Report details

#### Background

- 4.1 On the 20 July 2023, the VDJC discussed and agreed a series of proposals on key changes to the Vision Derbyshire approach moving forward. These changes will ensure there is collective agreement on the establishment of a refreshed and fully inclusive approach to collaborative working in Derbyshire moving forward.
- 4.2 To support ongoing development of the approach, an action plan for 2023/24 has been developed, to ensure work necessary to implement the agreed changes moving forward is undertaken. This is monitored and reviewed on a

regular basis to ensure that activity takes into account emerging EMCCA developments.

4.3 An update on key progress by presentation, attached at Appendix A to the report, covering the following areas will be provided at the Committee itself:

- Key Milestones
- Tasks and Activities
- Plan and Timeline.

4.4 The Committee is asked to consider progress to date identifying any additional actions that will be required over the forthcoming period to deliver ambitions. It is recommended that progress on the Action Plan be brought to future meetings of the Vision Derbyshire Joint Committee, with the next scheduled meeting due to take place in November 2023.

## **5.0 Alternative options**

5.1 Not Applicable.

## **6.0 Implications for consideration – Financial and Value for Money**

6.1 There are no implications for the Vision Derbyshire Programme budget linked to this report.

## **7.0 Implications for consideration – Legal**

7.1 Within the articles of the Joint Committee, agreed at the 4 April 2022 Vision Derbyshire Joint Committee, 'Section C' under 'functions and responsibilities', oversight of the Vision Derbyshire Delivery Programme is delegated to the Joint Committee.

## **8.0 Implications for consideration – Human Resources**

8.1 There are no implications for staff or human resource related issues linked to this report.

## **9.0 Implications for consideration – Climate Change**

9.1 Funding for activity relating to climate change and in particular net zero ambitions is a key element and focus of a devolution deal as is the transfer of powers and flexibilities from central government to support the delivery of



identified actions. A successful deal and funding from central government would be crucial in delivering the Vision Derbyshire Climate Change Strategy in meeting Derbyshire’s agreed climate change priorities and targets.

**10.0 Implications for consideration – Equality and Diversity**

10.1 There are no Equality and Diversity issues relating to this update.

**11.0 Implications for consideration – Risk management**

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
NA	NA	NA	NA	NA	NA

**Document information**

<b>Report author</b>
Robert Lowe
<b>Background documents</b>
These are unpublished works which have been relied on to a material extent when the report was prepared.
None
<b>Appendices to the report</b>
Presentation included in Agenda Pack

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**Agenda Item 2**  
**Action Plan 2023/24**  
**Update**

# Key Milestones

## Strategic and Tactical Development

**July 2023**

Develop and agree response to EMC Report and recommendations

Ensure alignment of approach with proposals for D2 EPC

Develop and agree action plan for 2023/24

Establish 2023/24 meeting cycles

**September 2023**

Delivery programme and leads aligned with EMCCA proposals and governance review

Confirm all participating Councils to new approach

**January 2024**

Planned for EMCCA Phase 2 Government negotiations on (beyond the deal) areas

## Programme Team and Budget

**July 2023**

Formally transfer hosting roles and responsibilities

Develop financial plan for ongoing costs of programme

Develop new programme team plans

**September 2023**

Commence recruitment processes to establish team

Programme Team in place

Agreed ongoing funding for programme team

## Accelerated Delivery Programme

**July 2023**

Continue with Phase 4 delivery on current projects

Revise the set of priority themes aligned to EMMCA activity at Derbyshire level

**September 2023**

Confirm leads to support emerging EMMCA emerging areas of activity

Identified long list of programmes, projects, services aligned to EMCCA

**January 2024**

Commence delivery of long list and joint plan

## Governance

**July 2023**

Paper to D2 EPJC on review of economic partnerships approved

Commence work on liaison with district and borough councils on revised governance arrangements

Alignment of decision making with scheduled EPC meetings to be diarised

**September 2023**

Completed partnerships review and consolidation

New governance arrangements revised, agreed and finalised

New Joint Committee in place and operational

## Communications and Stakeholder Engagement

**July 2023**

Engagement with Leaders and CEX post May-elections

Engagement with All Members post May-elections

Agreement with Council Leaders and CEX post May 2023 elections on refresh

**September 2023**

Explore and develop arrangements for wider involvement of partners

Refreshed branding for launch of new approach and JC

# Tasks and activities

Workstream	Key Activity	Timescales	Status
Strategic and Tactical Development	• Develop response to EMC report and recommendations with agreed actions	July 2023	Completed
	• Develop and agree action plan for implementation	July 2023	Completed
	• Develop a financial plan for future approach to funding programme team and budget	July 2023	In progress
	• Draft Template report for all Councils to take through decision making processes for revised Vision Derbyshire approach	November 2023	Not started
	• Start planning for EMCCA Phase 2 Government negotiations on 'beyond the deal' areas	December 2023	Not started
Programme Team and Budget	• Transfer of roles and responsibilities of Host support and administration	April 2023	Completed
	• Approve revised hosting arrangements	July 2023	Completed
	• Review and reprofile of programme team roles against Derbyshire County Council PPG's	July 2023	In progress
	• Transfer the allocated programme funding from Chesterfield Borough Council to Derbyshire County Council	August 2023	Not started
	• Commence the recruitment of programme team with support from Chesterfield Borough Council officers	July-Sept 2023	In progress
Accelerated Delivery	• Continue with Phase 4 delivery on current projects	Ongoing	Ongoing
	• Incept new projects as appropriate through current governance	Ongoing	Ongoing
	• Revise the programme into a new set of priority themes with reflect EMCCA and local activity	July 2023	Completed
	• Investigate and develop joint plan for enablers and back office functions	Sept 2023	Not started
	• Identify long list of programmes and projects for progress, aligned to EMCCA	Sept 2023	Not started
Revised Governance	• Review and refresh current arrangements – Steering Group, CEXs and Leaders, CEXs meetings, JC etc	March 2023	Completed
	• Undertake a formal governance/partnerships review and develop options for consolidation and EMCCA alignment	July 2023	Completed
	• Review and revise the Vision Derbyshire Joint Committee ToR	September 2023	In progress
Communications and Stakeholder Engagement	• Develop and undertake programme of engagement with Council Leaders, CEX's and All Members post May 2023 elections	May - June 2023	Completed
	• Engage with key stakeholders on new proposed Governance arrangements	June - July 2023	In progress
	• Explore and develop arrangements for wider involvement of partners in revised approach	July 2023	Not started
	• Develop options for changes to branding post review and revise branding accordingly	November 2023	In progress

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## Vision Derbyshire Joint Committee

# Draft Terms of Reference for the Strategic Leadership Board

<b>Date:</b>	28 September 2023
<b>Key ambition area:</b>	Whole Programme
<b>Sponsors:</b>	Emma Alexander
<b>For publication:</b>	Yes

### 1.0 Purpose of the report

1.1 To update the Joint Committee on progress in establishing a new single governance framework for Derbyshire Councils, including the draft Terms of Reference for the new formal decision-making committee to be called the Strategic Leadership Board.

### 2.0 Recommendations

2.1 Note the progress in developing the draft Terms of Reference, articles and procedures for the new Strategic Leadership Board

2.2 Consider the proposed arrangements and make comments and/or suggest amendments where appropriate

2.3 Receive a future report to finalise the Strategic Leadership Board’s Terms of Reference for agreement at the next Vision Derbyshire Joint Committee on the 23 November 2023.

### 3.0 Reason for recommendations

3.1 To ensure that the governance arrangements across the county are inclusive, streamlined, fit for purpose and can work collaboratively across a range of issues.

3.2 To provide a mechanism to enable the nomination and appointment of District and Borough Council East Midlands Combined County Authority (EMCCA)

representatives and collectively discuss, agree and align positions at the EMCCA.

#### **4.0 Report details**

##### **Background**

4.1 On 20 July 2023, the Joint Committee agreed that following actions would be progressed in respect of the governance arrangements for Vision Derbyshire:

- The Vision Derbyshire Joint Committee and the D2 Economic Prosperity Committee be merged into a single new framework for Derbyshire Councils, to include a new formal decision-making committee called the Strategic Leadership Board.
- All Derbyshire Councils be invited to be a participating members of the Strategic Leadership Board and the Committee be structured to utilise part and/or split agendas to discuss and agree relevant matters and take appropriate decisions.
- The articles, functions and responsibilities and procedural rules for the Strategic Leadership Board be developed to reflect the drivers for collaboration and delivery priorities, whilst also providing a mechanism for political appointments onto the EMCCA.

4.2 It was also recommended that proposals for the development and implementation of the future governance approach be phased as follows:

##### **Phase 1 (July 2023 – December 2023)**

- Meetings of the Vision Derbyshire Joint Committee and D2 EPC be aligned to support the transition to new arrangements
- Terms of Reference and Articles be developed to support the revised approach and establish a mechanism for political appointments onto the EMCCA
- Relevant committees be dissolved through the appropriate procedures
- The new Strategic Leadership Board be established and will meet in shadow form in November 2023
- EMCCA issues will be discussed through the SLB in shadow arrangements

##### **Phase 2 (January 2024 onwards)**

- Sub-committees, sub-groups and advisory groups be developed and established when applicable and aligned to the new thematic delivery programme
- Members to the EMCCA be formally appointed once the new Authority has been established



- Additional governance structures be consolidated when and where necessary in the future.

### **Progress**

- 4.2 Since the Vision Derbyshire Joint Committee (VDJC) met in in July 2023, work has taken place to commence Phase 1 actions with particular focus on:
- Developing draft Terms of Reference
  - Refining timescales; and
  - Exploring potential transitional arrangements.
- 4.4 Discussions about the merging current arrangements and drafting of revised Terms of Reference has taken place through the previously established Governance Working Group. This comprised Monitoring Officers, Legal Officers and DCC Strategy and Place representatives who met on 17 August 2023 to discuss the tasks set by the VDJC outlined in Phase 1 above.
- 4.5 James McLaughlin (Director of Corporate & Customer Services and Monitoring Officer, Derbyshire Dales District Council) has subsequently led the development of the revised and merged Terms of Reference, articles and procedures, working with Governance Group colleagues. These **draft** articles, functions and responsibilities and procedure rules for the Vision Derbyshire Joint Committee are attached at Appendix 1.
- 4.6 The draft arrangements provide a framework and collaborative working model which seeks to exercise all functions granted from the EMMCCA to improve outcomes for people and place through a shared ambition and collective priorities for local government. New arrangements also provide a framework to establish a model of joint strategic leadership that will enable local authorities in Derbyshire to work collaboratively to make strategic choices according to the needs of our people and place, as well as to speak with one voice to residents, business and regional and national stakeholders.
- 4.7 It is proposed that the new Joint Committee will be known as the Strategic Leadership Board and will work to the following revised principles (which have been aligned to those of the EMCCA):
- Strong collective leadership and seek to deliver better local outcomes and more joined-up public services
  - Clear, transparent and accountable decision-making which will ensure best value for taxpayers' money and maintain strong ethical standards
  - An inclusive model of governance across an appropriate geographical footprint in Derbyshire

- Flexibility to work across organisational boundaries to deal with strategic and emergent challenges whilst maintaining local control.

4.8 The draft articles set out the main aims and purpose of the Strategic Leadership Board, which are to:

- Provide collective strategic leadership for local government in Derbyshire
- Drive forward shared ambition and collective priorities for local government across Derbyshire
- Improve joint working across local government in Derbyshire
- Have collective understanding of matters impacting Derbyshire
- Form a collective view on matters impacting Derbyshire
- Understand the pros and cons of matters impacting Derbyshire
- Exercise all functions that the Combined Authority is granting
- Enable agile, timely and effective decision making.

4.9 It is proposed that the Board, on behalf of the participating authorities, will be responsible for improving the delivery of functions already within the remit of local authorities through statute or through specific collaborative work to improve the economic, environmental or social wellbeing of the areas within Derbyshire from the following broad definitions:

- Incorporating existing partnership arrangements
- Areas for collaborative system changes across authorities
- Specific thematic projects and priorities

4.10 It is proposed that the Committee would cover Derbyshire and be made up of all local authorities within the area.

4.11 Under the proposed draft terms of reference for the Board, individual participating councils will still be required to approve recommendations made by the Joint Committee, ahead of implementation, on substantive matters such as proposals for shared services arrangements or systems changes. It is important to stress that under these draft terms of reference, no authority represented on the Strategic Leadership Board may participate in voting upon, or discharging a function for which it has no responsibility in law.

4.12 It is recommended that members of the Joint Committee are invited to consider the new draft Terms of Reference as a basis for their further development over forthcoming weeks and make comments and/or suggest amendments where appropriate. This will support the ongoing development of the new arrangements and ensure the full involvement of all prospective participants.

### **Transitional arrangements**

- 4.13 Ensuring a smooth transition from current to future arrangements across the Vision Derbyshire Joint Committee and the D2 Joint Committee for Economic Prosperity will be important over the coming months in terms of work activity and to ensure that Councils retain the ability to progress key pieces of work and make joint decisions as necessary, whilst new arrangements are established.
- 4.14 Current Committee meetings are diarised and aligned for the current financial year 23/24 and it is necessary in the short term to convene meetings with agendas and work concurrently for a short period of time.

### **Next steps**

- 4.15 Work will take place over the coming months to finalise the Strategic Leadership Board's Terms of Reference and it is recommended that this is brought to Vision Derbyshire Joint Committee on the 23 November 2023 for agreement.
- 4.16 All participating Councils will need to seek approval to establish any new arrangements through their respective decision-making processes and it is proposed that this is undertaken in anticipation of the first formal Board meeting which is scheduled for the 25 January 2023. A template report to support this process will be developed and shared with Councils in due course in advance of these being considered following the next Joint Committee in November.

## **5.0 Alternative options**

- 5.1 Not reviewing governance arrangements and continue with existing approach. Whilst this is a viable option it does not take into account the changing devolution landscape and could result in existing arrangements not being fit for purpose.

## **6.0 Implications for consideration – Financial and value for money**

- 6.1 There are no implications for the Vision Derbyshire Programme budget linked to this report.

## **7.0 Implications for consideration – Legal**

- 7.1 Within the articles of the Joint Committee, 'functions and responsibilities' the Joint Committee, on behalf of the participating authorities, will be responsible

for improving the delivery of functions through collaborative work which includes incorporating existing partnerships arrangements within the approach.

**8.0 Implications for consideration – Human Resources**

8.1 A revision of current governance arrangements which looks to merge, collapse and/or revise existing committees and boards into a more streamlined and effective structure will support a reduced workload for elected members, senior officers and support staff.

**9.0 Implications for consideration – Climate Change**

9.1 Funding for activity relating to climate change and in particular net zero ambitions is a key element and focus of a devolution deal as is the transfer of powers and flexibilities from central government to support the delivery of identified actions. A successful deal and funding from central government would be crucial in delivering the Vision Derbyshire Climate Change Strategy in meeting Derbyshire’s agreed climate change priorities and targets.

**10.0 Implications for consideration – Equality and Diversity**

10.1 There are no Equality and Diversity issues relating to this decision.

**11.0 Implications for consideration – Risk Management**

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
NA	NA	NA	NA	NA	NA

**Document information**

<b>Report author</b>
<b>Robert Lowe</b>
<b>Background documents</b> These are unpublished works which have been relied on to a material extent when the report was prepared.
None
<b>Appendices to the report</b>

None

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# STRATEGIC LEADERSHIP BOARD

## TERMS OF REFERENCE

### ARTICLES

#### 1. Context

- 1.1 With the establishment of the East Midlands Mayoral Combined County Authority bringing new opportunities to effect change, Councils across Derby and Derbyshire have agreed to establish a collaborative working model which seeks to exercise all functions granted from the EMMCCA to improve outcomes for people and place through a shared ambition and collective priorities for local government.
- 1.2 These governance arrangements provide a framework to reach the intended outcome of a model that will enable local authorities in Derbyshire to work collaboratively to make strategic choices according to the needs of our people and place, as well as to speak with one voice to residents, business and regional and national stakeholders.
- 1.3 A joint committee, to be known as the **Strategic Leadership Board**, will work to the following principles:-
- Strong collective leadership and seek to deliver better local outcomes and more joined-up public services
  - Clear, transparent and accountable decision-making which will ensure best value for taxpayers' money and maintain strong ethical standards
  - An inclusive model of governance across an appropriate geographical footprint in Derbyshire
  - Flexibility to work across organisational boundaries to deal with strategic and emergent challenges whilst maintaining local control

1.4 The model allows local authorities to blend working at a hyper-local level with a large strategic level. Authorities will collaborate at three levels:

- regional/national
- county-wide or
- local place level,

depending on the nature of the outcome that the authorities are looking to improve. In adopting this way of working, authorities across Derbyshire can blend strategic, county-wide and local approaches to tackle outcomes in a multi-faceted way, and maintain focus on people and places, not organisational boundaries.

1.5 To enable the delivery of the above, the Strategic Leadership Board will act as the enabling body, through the political leadership of councillors from the participating authorities. Councils within Derbyshire may choose to appoint members to the Strategic Leadership Board, but not to delegate any functions. Should any council choose to do this, then they will still be required to agree to the Terms of Reference for the Board and contribute towards the cost of funding the Board.

## **2. Membership of the Strategic Leadership Board**

2.1 *[named local authorities who are delegating functions]* shall appoint one of their Elected Members to be a member of the Strategic Leadership Board and one Member to be a substitute Member.

2.2 All other councils within Derbyshire, whether or not delegating functions to the Board, will be permitted to appoint one member to the Strategic Leadership Board and to nominate one member as a substitute.

2.3 A Substitute Member will have the same rights to receive meeting papers and to access information as the Member for whom s/he is a substitute.



- 2.4 All appointments as Members or Substitute Members of the Board shall be for a term of one year, but an individual may be re- appointed to serve as a Member or Substitute Member any number of times.
- 2.5 All councils shall be entitled at any time to terminate the appointment of a Member or Substitute Member appointed by it and to appoint another of its Elected Members in that person's place. Where a Council exercises this power it shall give written notice of the new appointment and the termination of the previous appointment to the Monitoring Officer responsible for the Board and the new appointment shall take effect and the previous appointment terminate at the end of one week from the date on which the notice is given or such longer period not exceeding one month as is specified in the notice.
- 2.6 A Member or Substitute Member of the Board who ceases (for whatever reason) to be an Elected Member of the Council that appointed them shall immediately cease to be a Member or Substitute Member of the Board, and the relevant Council shall as soon as practicable give written notice of this to the Monitoring Officer responsible for the Board and appoint another of its Elected Members in that person's place.
- 2.7 A person may resign as a Member or Substitute Member of the Board by written notice served on the Proper Officer of the Council that appointed them and the resignation shall take effect on receipt of the notice by the Proper Officer. The relevant Council shall as soon as practicable give written notice of this to the Monitoring Officer responsible for the Board and appoint another of its Elected Members in that person's place.
- 2.8 Where an appointing Council operates executive arrangements (within the meaning of the Local Government Act 2000), the appointment, removal and replacement of Members and Substitute Members of the Board shall be decided in accordance with the constitutional requirements of that Council, but it is anticipated that all Members and Substitute Members appointed by it shall

be Members of its executive and will include its executive leader or elected mayor.

2.9 All appointments, removals and replacements of Members and Substitute Members of the Board by Councils shall be made by notice in writing addressed to the Monitoring Officer responsible for the Board. Any such notice shall be deemed to have been given when received by the Monitoring Officer.

2.11 All Members of the Board (including any Substitute Members acting in place of Members of the Board) will:-

(a) (subject to the Board's voting arrangements) collectively be the ultimate policy makers of the Strategic Leadership Board;

(b) bring views of their communities into the Strategic Leadership Board's decision making process; and

(c) maintain the highest standards of conduct and ethics.

2.12 Members will at all times observe the Code of Conduct for Members which is in force in their own Council and any breaches will be reported to the Monitoring Officer of their own Council.

2.13 No remuneration shall be payable to Strategic Leadership Board Members other than allowances for travel and subsistence in accordance with the Members' Allowances Schemes in operation at the participating Councils and non-participating Councils. (It is acknowledged that a participating Council or a non-participating Council may, in accordance with its own procedures, pay a special responsibility allowance to any Elected Member appointed by it to the Board in respect of duties and responsibilities undertaken as a Member or Substitute Member of the Board.)

### **3 Chairing the Strategic Leadership Board**

3.1 The Chair of the Strategic Leadership Board will be appointed by the Board. The Board can only be chaired by a Member of the Board appointed by a

Council which has delegated functions to the Board for the duration of a municipal year.

- 3.2 In the event that there are more than two Members nominated for the role of Chair, and there is not a clear majority of votes in favour of one Member, then the name of the Member with the least number of votes will be eliminated and that process will continue until a Chair is elected with a majority of votes.
- 3.3 The Board will appoint a Vice-Chair to deputise for the Chair when they are not present or available. The Vice-Chair must also be from a Council which has delegated functions to the Board and will be appointed for the duration of a municipal year.
- 3.4 In the event that there are more than two Members nominated for the role of Vice-Chair, and there is not a clear majority of votes in favour of one Member, then the name of the Member with the least number of votes will be eliminated and that process will continue until a Vice-Chair is elected with a majority of votes.
- 3.5 The Chair or Vice-Chair of the Board will cease to hold such office when they cease to be a Member of the Board, in accordance with the provisions set out at paragraph 2.6 above.

#### **4. Procedural Arrangements**

- 4.1 The Board shall meet in accordance with its agreed calendar of meetings throughout a municipal year, but additional meetings may take place should the need arise.
- 4.2 Each Member of the Board shall have one vote, other than in the following circumstances:

- (a) where districts and boroughs are selecting representatives to serve as non-constituent Members of the East Midlands Mayoral Combined County Authority
- (b) where matters reserved to the constituent Members of the East Midlands Mayoral Combined County Authority are to be discharged
- (c) where matters reserved to specific authorities are to be discharged, e.g. housing functions that are reserved to borough, district and unitary authorities

In such circumstances Members from authorities that have no remit will not be entitled to vote.

- 4.3 The proceedings of the Board shall not be invalidated by any vacancy among its Members or Substitute Members or by any defect in the appointment or qualifications of any Member or Substitute Member.

## **5. Records of Proceedings**

- 5.1 The Board shall make arrangements for the names of Members and Substitute Members present at any meeting to be recorded.
- 5.2 Minutes of the proceedings of a meeting of the Board, or any sub-committee, shall be kept in such form as the Board may determine.
- 5.3 Any such minutes are to be agreed as a true record and signed at the same or next suitable meeting of the Board or sub-committee by the Member chairing that meeting.
- 5.4 A Member of the Board, or any sub-committee, has the right to have their vote on any matter recorded in the minutes of the meeting at which the vote was cast.

## **6. Sub-Committee**

6.1 The Board may establish such sub-committees as it thinks fit to discharge its functions.

## **7. Officers**

7.1 The Section 151 Officer (appointed under Section 73 of the Local Government Act 1975) and Monitoring Officer (appointed under section 5 of the Local Government and Housing Act 1989) of the host authority for the Board will serve as the statutory officers in support of the Board.

7.2 The Board may call upon any officer of any of the local authorities who have members on the Strategic Leadership Board for advice and assistance, as it considers necessary to carry out its functions.

## **8. Scrutiny of decisions**

8.1 Each constituent authority which operates executive arrangements will be able to scrutinise the decisions of the Board in accordance with that constituent authority's overview and scrutiny arrangements. Any authority that operates a committee system model of governance will have the discretion to scrutinise decisions of the Board according its own specific governance arrangements.

## **9 Winding up of the Strategic Leadership Board and Cessation of Membership**

9.1 The Board may be wound up immediately by a unanimous vote of all constituent authorities.

9.2 Where an authority determines through its own governance arrangements that it no longer wishes to be a member of the Board, that authority may cease its membership with effect from the date of its decision. However authorities will remain liable for any previously agreed financial contributions until the end of the financial year for which those contributions

have been agreed regardless of any decision to cease membership. Where long term liabilities, such as any Pension Fund shortfall, exists they will be calculated at the point membership ceases and any council exiting the arrangement will pay the host authority an amount to cover their share of that liability.

## **FUNCTIONS AND RESPONSIBILITIES**

- a. The Strategic Leadership Board is established pursuant to Section 101(5) of the Local Government Act 1972, which permits local authorities to make arrangements for two or more authorities to discharge functions jointly, so long as it is a function that the law reserves to a specified committee. The Strategic Leadership Board is established for the following purposes:
- Provide collective strategic leadership for local government in Derby and Derbyshire
  - Drive forward shared ambition and collective priorities for local government across Derbyshire
  - Improve joint working across local government in Derbyshire
  - Have a collective understanding of matters impact Derbyshire
  - Form a collective view on matters impacting Derbyshire
  - Understand the pros and cons of matters impacting Derbyshire
  - Exercise all functions that the Combined Authority is granting
  - Enable agile, timely and effective decision making
- b. The Board, on behalf of the participating authorities, will be responsible for improving the delivery of functions already within the remit of local authorities through statute or through specific collaborative work to improve the economic, environmental or social wellbeing of the areas within Derbyshire from the following broad definitions:-
- Incorporating existing partnership arrangements
  - Areas for collaborative system changes across authorities
  - Specific thematic projects and priorities
- c. Within those broad definitions, the Strategic Leadership Board will:-
- (i) Develop strategy on behalf of Derbyshire to support the work of the East Midlands Mayoral Combined County Authority
  - (ii) Determine commissioning arrangements on matters for which funding is provide on a sub-regional basis

- (iii) Determine the prioritisation of issues affecting Derbyshire to influence commissioning at a regional level
- (iv) Nominate District and Borough representatives as non-constituent Members of the East Midlands Mayoral Combined County Authority and committees of the Combined Authority
- (v) Act as the local public sector decision-making body for strategic economic development across Derbyshire (including potential alignment of resources, commissioning, and performance / contract management) in respect of
  - (a) Skills and training
  - (b) Inward Investment
  - (c) Investor Development
  - (d) Sector Development
  - (e) Regeneration Delivery
  - (f) Low carbon
  - (g) Land Use
- (vi) Develop and subsequently monitor investment plans utilising Government and Combined Authority Funds for Derbyshire
- (vii) Act as the accountable body for decision making on funding streams allocated to the Strategic Leadership Board by other bodies
- (viii) Own, monitor and review the Derbyshire Growth Plans and associated investment plans
- (ix) Maintain an ongoing dialogue with the Derbyshire business community through the relevant Economic Advisory Boards
- (x) Oversee the planning, alignment and performance of delivery partners and organisations to achieve more effective and efficient commissioning and ultimately better outcomes
- (xi) Hold to account relevant bodies whose work impacts on the economic well-being of Derbyshire
- (xii) Determine the programme of projects and work streams, how those will be managed and communicated to stakeholders and the public



- (xiii) Monitor and review performance in respect of services delivered in partnership through the Strategic Leadership Board and authorise the publication of an annual report of performance and outcomes
- (xiv) Commission strategic outline and full business cases for individual councils to consider opportunities for more collaborative working in respect of shared services
- (xv) Provide a forum for consideration of opportunities for joint working across Derbyshire
- (xvi) Provide or assume democratic oversight for existing joint committee and partnership arrangements
- (xvii) Provide a platform for the devolution of powers from Government to specific authorities in Derbyshire
- (xviii) Determine requests from individual authorities or groups of authorities to work collaboratively on specific projects or work streams
- (xix) Provide a forum for councils and their representatives to provide challenge to each other with the aim of increasing collaboration to deliver efficient, effective and economic services, which equally improve the offer and outcomes to residents and businesses
- (xx) Delegate functions and responsibilities to sub-committees or officers as the Board deems appropriate and keep any governance arrangements associated with the Board under review.

d. The functions of the Strategic Leadership Board conferred or imposed upon it by any Orders from the Secretary of State and / or the functions of the Board delegated to it by Orders approved by participating authorities will be set out within these terms of reference.

e. The Strategic Leadership Board will exercise all its powers and duties in accordance with the law and these terms of reference and procedure rules.

f. The authorities appointing to the Strategic Leadership Board are:

- INSERT AUTHORITIES

- g. It is a matter for each individual Council to determine which functions and responsibilities it chooses to delegate to the Strategic Leadership Board according to its own individual governance arrangements.
- h. No authority represented on the Strategic Leadership Board may participate in voting upon or discharging a function for which it has no responsibility in law.



## Vision Derbyshire Joint Committee Update on Programme Resource Proposals

<b>Date:</b>	28 September 2023
<b>Key ambition area:</b>	Whole Programme
<b>Sponsors:</b>	Emma Alexander
<b>For publication:</b>	Yes

### 1.0 Purpose of the report

- 1.1 To receive an update on progress since the last Vision Derbyshire Joint Committee (VDJC) and to consider and to agree programme resourcing proposals for 2023/24 and 2024/25.

### 2.0 Recommendations

- 2.1 Approve revised resourcing proposals for 2023/24 and 2024/25 to ensure there is sufficient capacity to take forward agreed work programmes.
- 2.2 Note the ongoing commitment for funding for the programme for the remainder of the 2023/24 period to be met by Derbyshire County Council to the value of £70,161.
- 2.3 Agree, in principle, funding for the programme for the 2024/25 period to be met by the County Council, participating Councils through redirecting current Derbyshire Economic Partnership funding and retained Business Rate Pool funding to the value of £390,809.

### 3.0 Reason for recommendations

- 3.1 To ensure there is a collective agreement across Derbyshire Councils to establish a refreshed and fully inclusive approach to collaborative working in Derbyshire.

### 4.0 Report details

#### Background

- 4.1 The VDJC agreed a number of in principle proposals at its meeting on 20 July 2023 in respect of programme resource and future funding arrangements. The in principles proposals considered and agreed by the VDJC are summarised as follows:
- A programme team be established to provide the capacity and capability needed to develop and deliver associated work on collective priorities
  - The establishment of programme resources be phased to align with the refresh of the new approach alongside the development of the EMCCA
  - Derbyshire County Council would cover the costs of implementing Phase 1 of the approach, through the budget already committed to Vision Derbyshire in the 2023/24 period at a maximum cost of £70,161
  - Future funding arrangements beyond the 2023/24 period would look to align current Derbyshire Economic Partnership (DEP) funding and resources into the overall programme resource and seek a future funding contribution from the Business Rates Pool.
- 4.2 At the meeting of the VDJC it was emphasised that these agreements were committed to ‘in principle’ and that more work was necessary to clarify current positions, work towards a formalised agreed approach moving forward alongside other necessary changes to the programme.

#### **Update and revisions on resources for programme delivery**

- 4.3 Since the VDJC on 20 July 2023, work has taken place to clarify current commitments and the respective position of the different funding streams which Councils have indicated they are keen to pool and align, specifically to support plans for the resourcing of Phase 2 from 2024/25 onward. This will secure a financial commitment in the medium term for all participating councils to the newly proposed Strategic Leadership Board and its programme of work.
- 4.4 The VDJC is asked to note that there are no suggested amendments or changes to the appointments to the programme team and associated funding over Phase 1 (the 2023/24 period), which was agreed to be met by Derbyshire County Council. The County Council is currently progressing plans to recruit to the three posts agreed on 20 July 2023 and is currently working on the person profiles and job adverts for these new posts. An update on the progress of recruitment will be brought to a future meeting.
- 4.5 Conversations with districts and boroughs have been taking place on future DEP contributions and discussions have taken place with County Council

Place colleagues to better understand current DEP commitments and their implications for the programme.

4.6 Following these conversations, it was confirmed that the current DEP annual budget totals £135,000, which is £15,000 more than the original estimate presented to the VDJC in July 2023. This budget currently supports:

- Two Grade 11 Economic Development Officers
- A Project Fund

4.7 The two Economic Development Officers currently support work on skills and employment activity, inward investment and investor development, and sector development at a cost of approx. £100,000. The Project Fund of £30,000 already has an ongoing commitment of £20,000 for Mint and Tracktivity – two key databases which supports Councils in delivering key programmes of work across Derbyshire.

4.8 The inclusion of DEP funding and resource into the overall approach provides a valuable opportunity to align expertise and resource, recognising that the work of DEP officers will need to evolve and align to match the development of the Strategic Leadership Board’s programme, and that of the emerging EMCCA over coming months.

4.9 Following discussions, revised resourcing proposals has now been developed and are set out below for consideration and approval:

<b>Phase 2 Resource</b>	<b>£’s (inc. Oncosts)</b>
Programme Team	
1 x Grade 12 Programme Manager	56,623
2 x Grade 11 Economic Development Officers	101,428
2 x Grade 9 Project Officers	78,700
0.5 x Grade 9 Communications Officer	19,675
1 x Grade 6 Admin Support	29,374
<b>Programme Team total</b>	<b>285,809</b>
Programme budget	80,000
Equipment, travel, subsistence and host authority costs	15,000
Communications budget	10,000
<b>Total</b>	<b>390,809</b>

- 4.10 Proposals now see the inclusion of the two grade 11 Economic Development Officers, who are already in post, into resourcing plans. These posts replace two proposed grade 9 officer posts which formed part of the overall complement of staffing agreed by the VDJC at its meeting in July 2023 at an additional cost of £22,728, due to the differences in salary.
- 4.11 With a reduced need for central government lobbying, following the securing of the East Midlands Devolution Deal, there is also likely to be a reduced communications work programme than originally anticipated. The revised proposal therefore supports the recruitment of a 0.5 FTE rather than the previously agreed 1 FTE, which reduces the overall costs of the team and mitigates against increased costs in respect of salary differences outlined above.
- 4.12 The revised total resourcing costs for establishing the team to support phase two – from April 2024 therefore now stands at £390,809 for the 2024/2025 financial year and the VDJC are asked to approve proposals in principle to progress recruitment activity over the coming months.

**Revised Future funding arrangements for the Phase 2 programme**

- 4.13 At the meeting of the VDJC agreement on the funding of the programme resource was also agreed as follows:

<b>Phase 2 Funding 24/25 (proposal)</b>	<b>£'s</b>
County Council Funding (40%)	144,000
DEP Funding	120,000
Business Rate Pool Contribution	94,000
<b>Total</b>	<b>358,000</b>

- 4.14 With the additional small increase in total costs, it is recommended that the funding profile and associated financial contributions made by Councils be adjusted as follows:

<b>Phase 2 Funding 24/25 (proposal)</b>	<b>£'s</b>	<b>Increase (£'s)</b>
County Council Funding (40%)	156,324	12,324
DEP Funding	135,000	0
Business Rate Pool Contribution	99,485	5,485
<b>Total</b>	<b>390,890</b>	<b>17,809</b>

- 4.15 This proposal would ensure that funding is in place until March 2025.

- 4.16 The current Business Rates Pool stands at approx. £870,000 and the revised proposals for future resource and funding previously outlined would require a contribution of £99,485 from the Business Rate Pool for 2024/25.

### **Moving forward**

- 4.17 Moving forward, the Strategic Leadership Board, once established, will have responsibility for the allocation of remaining Business Rate Pool funds.
- 4.18 The Strategic Leadership Board will therefore have the opportunity to consider the ongoing financial commitment of the programme resource alongside the potential requirement to support other identified project/programme commitments in the future. It is anticipated that resource and funding arrangements will be closely monitored and revisited to support work from 2025/26 onwards and will ensure arrangements reflect the developing and emerging work programme whilst remaining fit for purpose.

## **5 Alternative options**

- 5.1 Less resource – the programme team could be made up of less officers alongside a reduced programme budget which would reduce the costs of the overall programme accordingly. This is not the preferred option as it would reduce the overall effectiveness of the team and the ability to delivery on agreed collective ambitions and priorities which it has been agreed needs appropriate capacity. The team’s size and make-up reflect other equivalent teams managing large strategic partnerships with depth and breadth of the work which falls under the proposed remit of the Strategic Leadership Board.
- 5.2 More resource – the programme team could comprise additional officers alongside an increased programme budget. This is not the preferred option as it would increase the costs of the overall programme accordingly and require a larger contribution from Derbyshire Councils. The Strategic Leadership Board, once established, will have responsibility for the allocation of remaining Business Rate Pool funds and could support the programme team further if necessary. Any such increases would be subject to agreed and established processes.

## **6 Implications for consideration – Financial and Value for Money**

- 6.1 Derbyshire County Council will continue to cover the costs of implementing Phase 1 of the approach, through the budget already committed to Vision Derbyshire in the 2023/24 period. This will continue on the agreement that proposals for Phase 2 of the programme are agreed in principle with a commitment from all Councils for the subsequent 2024/25 period at full cost.

6.2 Proposal for meeting the required budget for the programme team outlined in is outlined below.

<b>Phase 1 Funding 23/24</b>	<b>£'s</b>
Derbyshire County Council Funding	70,161
<b>Total</b>	<b>70,161</b>

<b>Phase 2 Funding 24/25</b>	<b>£'s</b>
County Council Funding (40%)	156,324
DEP Funding	135,000
Business Rate Pool Contribution	99,485
<b>Total</b>	<b>390,809</b>

6.3 This proposal would ensure that funding therefore would be in place until March 2025 – with £99,485 shortfall beyond.

## **7 Implications for consideration – Legal**

7.1 Within the articles of the Joint Committee, agreed at the 4 April 2022 Vision Derbyshire Joint Committee, ‘Section C’ under ‘functions and responsibilities’, oversight of the Vision Derbyshire Delivery Programme is delegated to the Joint Committee.

## **8 Implications for consideration – Human Resources**

8.1 The host organisation will be responsible for the recruitment and hosting of the agreed Programme Team posts, and this will be in line with standard recruitment and remuneration policies.

8.2 The Programme Team, when in place, will report to their dedicated Accountability/Line Manager within Derbyshire County Council on both matters relating to their employment and operational matters relating to the delivery of the established work programme. Lead officers across the thematic accelerated delivery programme will work closely with the programme team and will also be responsible for holding team members to account by working with the Host Authority to monitor their effectiveness and flag any issues of inadequate performance, non-compliance or substandard conduct.

8.3 It is proposed that all posts will be created on a permanent basis, and as such, will be subject to the host council’s redundancy and redeployment policies and procedures.



8.4 Full Vision Derbyshire members will be asked to confirm their willingness to recognise an obligation to the postholders, through offering redeployment opportunities as appropriate, should this become necessary.

**9 Implications for consideration – Climate Change**

9.1 Funding for activity relating to climate change and in particular net zero ambitions is a key element and focus of a devolution deal as is the transfer of powers and flexibilities from central government to support the delivery of identified actions. A successful deal and funding from central government would be crucial in delivering the Vision Derbyshire Climate Change Strategy in meeting Derbyshire’s agreed climate change priorities and targets.

**10 Implications for consideration – Equality and Diversity**

10.1 There are no Equality and Diversity issues relating to this update.

**11 Implications for consideration – Risk management**

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
NA	NA	NA	NA	NA	NA

**Document information**

<b>Report author</b>
Robert Lowe
<b>Background documents</b>
These are unpublished works which have been relied on to a material extent when the report was prepared.
None
<b>Appendices to the report</b>
None

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