

Appendix A – governance proposals

Joint Growth Board – draft terms of reference

Purpose

The Board's role is to support and challenge delivery of significant growth projects within Chesterfield borough.

The Board will carry this out by:

- Defining a clear set of projects that will fall within the remit of the Board's discussions;
- Receiving regular and succinct progress reports regarding the delivery of each of the projects that fall within its remit;
- Considering ways in which risks to project delivery can be addressed, both by taking action within the two local authorities and through external partners;
- Considering ways in which project delivery can be accelerated and enhanced, both by taking action within the two local authorities and through external partners;
- Agreeing actions that can support project delivery, where these fall within the existing delegations of Board members;
- Making recommendations for actions to support project delivery where these lie outside the existing delegations of Board members, either within the two respective local authorities or with partner organisations;
- Making recommendations for investment through borrowing that can be supported by the revenue stream retained for growth projects and where this will increase the prospects of unlocking additional public and/or private funding;
- Agreeing the work programme for the joint growth unit on an annual basis;
- Acting as champions for delivery of the projects and the benefits that they will bring for communities across the area

Membership

The membership of the Board will include:

- Leader of Derbyshire County Council
- Cabinet member for Economic Development and Regeneration, Derbyshire County Council
- Strategic Director of Economy, Transport and Environment, Derbyshire County Council

- Leader of Chesterfield Borough Council
- Cabinet member for economic growth, Chesterfield Borough Council
- Chief Executive, Chesterfield Borough Council

Further members may be co-opted by the Board.

The Board will be deemed quorate provided at least 4 Board members are in attendance, including at least one from each local authority.

The Board will operate with the chair alternating between the Leaders of the two local authorities.

Decision making

The Board will not be constituted as a formal body within the constitution of either local authority. It will therefore take no decisions in its own right as a Board. Rather, following consideration by the Board, individual Board members may take decisions only where these already fall within their existing delegated authority. Any formal decisions required outside of this scope would need to be made by the appropriate body, informed by a recommendation from the Board.

Meetings

Meetings will take place every two months. Meeting venues will alternate between Chesterfield and Matlock in line with the alternating chair arrangements.

The secretariat for the meetings will be provided by Chesterfield Borough Council.

Papers will normally be issued to the Board no later than 4 working days prior to the meeting.

Members of the public or observers will not normally be permitted to attend the meetings given the commercial sensitivities that are likely to be discussed.

Officers from both authorities, in particular those within the joint growth unit, will attend the Board in order to provide updates on projects.

Delivery partners may be invited to attend meetings for specific project updates in agreement with the Chair(s).

Review

The Board will conduct a review of its activities and terms of reference at least once a year.