



Joint Executive Committee - Terms of Reference

Pursuant to Section 101 of the Local Government Act 1972, and to their powers under section 9EB LGA of the Local Government Act 2000 and Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012, the Authorities' Executives have charged the Joint Executive Committee with responsibility for the exercise of:

Hosted and shared services:

- a) Developing and approving the Service Strategies for each of the shared Functions and Services.
- b) Ensuring that Service Strategies and the resources and budgets required to deliver the Service Strategies are in place.
- c) Agreeing the responsibilities of each Authority to deliver the Service Strategies, including any specific responsibilities of the Host Authority and that the responsibilities are documented within the Service Strategies.
- d) Ensuring that the services are provided within the policy and budget set by the Authorities.
- e) Ensuring that the arrangements ensure that each Authority's statutory responsibilities are met.
- f) Overseeing the implementation of the Service Strategies, including reviewing the performance of the services against budget and indicators for service quality, performance and efficiency, and initiating additional action where appropriate.
- g) Ensuring that clear operational policies are in place and that these are complied with.
- h) Agreeing the basis for apportioning cost between the two Authorities and the amount to be apportioned.
- i) Ensuring that effective risk management arrangements are in place, that the Functions and Services are subject to adequate and independent audit and that any audit recommendations are acted upon.
- j) Approving business cases for proposed changes and overseeing the progress of subsequent work.

- k) Ensuring that there are robust plans for the disaggregation of services as and when required and that there is a smooth transition to separate or new arrangements.
- l) Resolving issues that are referred to the Joint Executive Committee by the Joint Officer Board or relevant Chief Officers of the Service
- m) Delegating functions of the Joint Executive Committee to officers of either Authority under s.101 Local Government Act 1972.
- n) Agreeing arrangements to place staff employed by one of the authorities at the disposal of the other authority to carry out the functions of the Joint Executive Committee as described above under s.113 Local Government Act 1972.
- o) Take decisions in relation to the commissioning and procurement of services either hosted or under a lead authority arrangement from a third party.
- p) Responding to reports or recommendations from the Joint Overview and Scrutiny Committee or one or both of the Authorities.
- q) Providing an Annual Report to each of the two Authorities Executive and Council meetings on the performance, finances and proposed service improvements including any arrangements for disaggregation.

LEP functions:

Pursuant to Section 101(5) of the Local Government Act 1972, and to their powers under section 9EB of the Local Government Act 2000 and Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012, the Councils' Executives have charged the Joint Executive Committee with responsibility for the exercise of:

- a) Setting the strategic direction and oversight of the Cumbria-wide core economic functions formerly delivered by Cumbria LEP namely business representation strategic economic planning and responsibility for the delivery of government funding where directed.
- b) Approving the Cumbria Economic Growth Strategy and other related documents strategies and plans which meets Cumbria's needs and government's expectations for local economic planning.
- c) Providing a voice for Cumbria on strategically important economic issues and influence and aligning government public and private investment in order to boost inclusive economic growth across Cumbria.
- d) Agreement of the Transition Plan and monitoring of the Transition Plan.
- e) Agreeing the budget and undertaking oversight and monitoring the budget for the Cumbria wide economic growth functions the management of which is the responsibility of the accountable body.

- f) Ongoing oversight monitoring and review of the Cumbria wide economic programmes grants assets functions and programmes transferred from the LEP and oversight of any new Cumbria wide funding programmes or grants as directed by Government or agreed by the Joint Executive Committee.
- g) Agreeing the allocation of revenue and capital spend previously under the control of the Cumbria LEP Board and relating to the delivery of the live and legacy LEP Programmes.
- h) The Joint Executive Committee may determine as appropriate to jointly fund or augment ongoing work or any future initiatives, subject to approval from the constituent authorities.
- i) Reviewing the annual report on the activities relating to strategic economic planning and delivery.
- j) Receiving a quarterly report from the Section 151 Officer of the accountable body on the management of associated funding, confirmation of continued value for money/best value represented, and annually the financial accounts and assurance information required by Government.
- k) Agreeing and keeping under review the assurance framework to deliver Cumbria wide economic growth functions, including any sub boards or advisory groups.
- l) Through an open and transparent process appointing the Members, Chair and Vice Chair of the Cumbria Economic Growth Board and agreeing the Terms of Reference.
- m) Ensuring the Economic Growth Board members appointed represent a wide range of business, sectors, types, sizes, and locations representing the economic strengths, sectors and priorities for Cumbria.
- n) Oversight of the stronger Local Resilience Framework Pilot Programme.

1. Joint Executive Scheme of Delegation (Pages 5 - 8)