



Board Meeting (Agenda Item 1)

Date: 19 March 2025

Title: Appointment of Members and Election of Chair and Vice Chair

Director: Sean Anstee, Director of Operations

Please note that the following recommendations are subject to consideration and determination by the Devon and Torbay Combined County Authority (DTCCA) (and confirmation under the provisions of the Constitution), before taking effect.

In order for this matter to be agreed, it requires:

- (a) The majority of members of the DTCCA (or their substitutes) present and voting at the meeting to be favour, **including** both Lead Members for the constituent councils.
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1. Recommendation

- 1.1 That the members of the DTCCA be duly appointed, as set out in Paragraph 3.5 of the report.
- 1.2 That Councillor David Thomas be elected as Chair of the DTCCA for a term until the Annual General Meeting of the DTCCA held in May 2027.
- 1.3 That Councillor James McInnes be elected as Vice Chair of the DTCCA for a term until the Annual General Meeting of the DTCCA held in May 2027.

2. Purpose

- 2.1 The report formally appoints members of the Devon and Torbay Combined County Authority as set out in the legislation that brought the DTCCA into being.

2.2 The report formalises a previous decision of the Shadow DTCCA Board taken in January 2025, and Members resolves to elect Councillor David Thomas as Chair, and Councillor James McInnes as Vice Chair of the Authority.

3. Background

3.1 The DTCCA formally came into being on 5 February 2025. The Devon and Torbay Combined County Authority Regulations 2025 sets out the requirements for membership of the DTCCA and the mechanism to elect a Chair and Vice Chair of the Authority.

3.2 Membership of the DTCCA consists of six Members from its two Constituent Council's, four Non-Constituent Members and two Associate Members. Arrangements for membership is further detailed in the DTCCA Constitution which specifies that three members each are drawn from Devon County Council and Torbay Council respectively (with one member from each authority designated as a Lead Member), as Constituent Council Members. Further, an additional three Members from each Constituent Council shall be appointed as Substitute Members who may act in the absence of any appointed Constituent Council Member.

3.3 There is to be four non-constituent members of the DTCCA with two representatives drawn from and nominated by the Devon District Forum, the Police and Crime Commissioner for Devon, Cornwall and the Isles of Scilly, and at present one vacant position. Each nominating body shall appoint a single Substitute member who may act in their absence as an appointed non-constituent member.

3.4 The two Associate members of the DTCCA are the respective Chairs of the Business Advisory Group and the Skills and Employment Advisory Group. An Associate member must also nominate a Substitute member to act as a member of the DTCCA in their absence.

3.5 On this basis, membership of the DTCCA is set out below:

Constituent Members (and substitutes)

Name	Representing	Membership	Lead Member	Substitute Member
Councillor James McInnes	Devon County Council	Constituent Member	Y	N
Councillor Andrea Davies	Devon County Council	Constituent Member	N	N
Councillor Rufus Gilbert	Devon County Council	Constituent Member	N	N
Councillor David Thomas	Torbay Council	Constituent Member	Y	N
Councillor Chris Lewis	Torbay Council	Constituent Member	N	N

Councillor Swithin Long	Torbay Council	Constituent Member	N	N
Councillor Phil Twiss	Devon County Council	Constituent Member	N	Y
Councillor Stuart Hughes	Devon County Council	Constituent Member	N	Y
Councillor Lois Samuel	Devon County Council	Constituent Member	N	Y
Councillor Nick Bye	Torbay Council	Constituent Member	N	Y
Councillor Katya Maddison	Torbay Council	Constituent Member	N	Y
Councillor Alan Tyerman	Torbay Council	Constituent Member	N	Y

Non-Constituent Members (and substitutes)

Name	Nominating Body	Membership	Lead Member	Substitute Member
Councillor Paul Arnott	Devon Districts Forum	Non-Constituent Member	N	N
Councillor Phil Bialyk	Devon Districts Forum	Non-Constituent Member	N	N
Alison Hernandez	Office of the Police and Crime Commissioner for Devon, Cornwall and the Isles of Scilly	Non-Constituent Member	N	N
VACANCY	VACANCY	Non-Constituent Member	N	N
Councillor Luke Taylor	Devon Districts Forum	Non-Constituent Member	N	Y
Frances Hughes	Office of the Police and Crime Commissioner for Devon, Cornwall and the Isles of Scilly	Non-Constituent Member	N	Y

Associate Members (and substitutes)

Name	Advisory Group	Membership	Lead Member	Substitute Member
Alan Dykes	Business Advisory Group	Associate Member	N	N
Stuart Elford	Business Advisory Group	Associate Member	N	Y
Laurence Frewin	Skills and Employment Advisory Group	Associate Member	N	N
Sharon Robbie	Skills and Employment Advisory Group	Associate Member	N	Y

- 3.6 The SI also sets out that the Combined County Authority must in its first year and in each alternate year thereafter, appoint a chair and a vice-chair from among its constituent members and the appointments are to be the first business transacted after the appointment of members of the Combined County Authority, at the first meeting of the Combined County Authority, and in subsequent years at a biennial meeting of the Combined County Authority.
- 3.7 The Chair and Vice Chair must be drawn from a constituent member and must be not both be appointed from the same council. The CCA must appoint a Chair and Vice Chair at its first meeting and in subsequent years at a biennial meeting of the CCA. It is proposed that the next ordinary appointment will therefore be made at the Annual General Meeting in 2027.
- 3.8 At its meeting held on 31st January 2025, the Shadow Board of the CCA resolved to elect Councillor David Thomas as Chair of the Authority and Councillor James McInnes as Vice Chair of the Authority. The recommendation in this report is to formalise these appointments as required by the legislation.

Termination of membership

- 3.9 The SI details the circumstances under which membership of the DTCCA ceases, being:
- when a member of the DTCCA ceases to be a member of the constituent council that appointed them;
 - when a member or substitute member resigns by giving notice to the proper officer of the constituent council that appointed them or whereby the constituent council terminates their appointment; or,
 - in the case of non-constituent and associate members, as set out in the DTCCA draft constitution.

4. Options and alternatives

- 4.1 The DTCCA is required to follow the Devon and Torbay Combined County Authority Regulations 2025 that formally brought the DTCCA it into being in February 2025.
- 4.2 The Shadow Board considered membership of the DTCCA and the Chair and Vice Chair arrangements at its meeting held on 31 January 2025.

5. Financial considerations

- 5.1 There are no financial considerations arising from this report.

6. Legal considerations

- 6.1 This report complies with the provisions set out in The Devon and Torbay Combined County Authority Regulations 2025.

7. Environmental impact considerations

- 7.1 There are no environmental impact considerations arising from this report.

8. Equality considerations

- 8.1 There are no equality impact considerations arising from this report.

9. Engagement and consultation

- 9.1 Engagement with constituent councils, nominating bodies and the advisory groups has previously been undertaken and was considered at the Shadow Board held on 31 January 2025.

10. Associated risks

- 10.1 Should the CCA not resolve to adopt the recommendations, it would not be complying with the requirements set out in The Devon and Torbay Combined County Authority Regulations 2025.

11. Conclusion

- 11.1 The report sets out the membership of the CCA and formalises the appointment of the Chair and Vice Chair of the Authority as detailed in the recommendations.

Local Government Act 1972: List of background papers

None

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