

## HEART OF THE SOUTH WEST JOINT COMMITTEE – COUNCIL UPDATE

Report of the Chief Executive

*Please note that the following recommendations are subject to consideration and determination by the Cabinet and County Council (and confirmation under the provisions of the Council's Constitution) before taking effect.*

**Recommendation:** that the Cabinet recommends Council to:

- a) Note the progress report setting out the work of the Heart of the South West (HotSW) Joint Committee since its establishment in March 2018;
- b) Agree to delegate the development and endorsement of the HotSW Local Industrial Strategy (LIS) to the HotSW Joint Committee (noting that final approval of the HotSW LIS rests with the HotSW Local Enterprise Partnership (LEP) and the Government);
- c) Agree the Budget and Cost-sharing Agreement attached as Appendix B of this report;
- d) Note that in accordance with the Budget and Cost-Sharing Agreement the Council will be asked to make an annual budgetary provision to meet the support costs of the Joint Committee in line with the 2018/19 contribution.
- e) Approve the sum of £10,500 as the Council's contribution for 2019/20 noting this total budget will only cover the basis cost of servicing the Joint Committee and that, an in-year request for additional budget in support of its work would be subject to approval of a business case and only made in the event that other funding sources could not be identified;

### **1. Background/Introduction**

1.1 In January 2018, the HotSW Joint Committee was formally established by the councils and organisations involved since 2015 in the devolution partnership. The Committee is tasked with improving productivity across the HotSW area in collaboration with the HotSW LEP and other organisations as necessary.

1.2 The Committee has met formally three times in 2018, in March, June and October. In addition to a management structure sits behind the Committee and involves Chief Executives and senior officers from across the partnership and meets regularly to drive the business of the Committee. The Committee is chaired by Councillor David Fothergill, Leader of Somerset County Council and the Vice-Chair is Councillor John Tucker, Leader of South Hams District Council.

1.3 This report summarises the progress made by the Committee over recent months in key areas of activity and sets out actions proposed in the coming months. As part of this report there are specific recommendations for the constituent authorities to consider.

## 2. Achievements

2.1 At each of its meetings the Joint Committee has been briefed on inward investment successes achieved through the work of the local authorities and the LEP and the Joint Committee wishes to continue this work.

### (a) Influencing government

The partnership's original focus in 2015 was to explore opportunities on offer through devolution to improve productivity. Since its creation the influencing role has continued to be central to the work of the Joint Committee and in recent months there have been successes. Government policy changes and Brexit have required the partnership to be flexible to present a united front to Government and respond to the changes. As an example, the Government has increasingly moved away from its devolution policy approach of 2015 and the partnership is now engaged in more flexible and targeted dialogues with Government. This approach is proving successful so demonstrating the benefits of presenting a single compelling partnership vision between the business and public sectors. Current 'asks' of Government are set out in Appendix A.

The Committee is keen to demonstrate its ability to deliver Government objectives as well as local priorities so accessing help beyond its boundaries is critical to the success of the partnership. It is already apparent that the Joint Committee / LEP Partnership carries a critical mass that the Government is responding to through policy announcements and on-going dialogue with Government officials. The most significant announcement is the recent inclusion of the HotSW LEP area in wave 2 of developing Local Industrial Strategies (LIS). This success is due in large part to the close alignment of the Joint Committee and the LEP on the Productivity Strategy [see (b) below]. Much of the activity detailed below has resulted directly from discussions with Government.

### (b) Approval of the HotSW Productivity Strategy

- (i) In March the Committee and the LEP Board agreed a challenging HotSW Productivity Strategy which set an ambition of "*Doubling the size of the Heart of the South West's economy over 20 years*" with a vision of "*Productivity and prosperity for all*".
- (ii) The Strategy identifies three strategic themes to improve productivity by strengthening and developing:
  - a. the leadership and ideas within businesses in our area
  - b. the housing, connectivity and infrastructure our people and businesses rely on for living, moving goods, accessing jobs and training, and exploiting new opportunities.
  - c. the ability of people in our area to work, learn and improve their skills in a rapidly changing global economy, and to maximise their economic potential.

- (iii) In addition, there are three cross-cutting themes, referred to throughout the Strategy:
  - a. Inclusive growth for our people, communities and places
  - b. Capitalising on our distinctive assets
  - c. Maximising the potential from digital technology

The Strategy can be viewed at:

<https://heartofswlep.co.uk/about-the-lep/how-we-work/productivity-strategy/>

(c) Endorsement of the Delivery Plan

This document is key to the delivery of the Productivity Strategy and will be further developed as explained below. It is a live action plan that will be used to track performance locally and may also form the basis of annual progress reports to Government, as required under the recent national review of LEPs. It is broadly divided into two sections – a ‘core offer’ focussing on programmes that deliver Business Support and Employment and Skills, as well as ‘enablers’ including housing delivery, transport, and other infrastructure that is essential to support economic growth. These activities apply across the whole of the HotSW area. A further section focuses on programmes of activity linked to the agreed set of ‘opportunities’ that are specific to the HotSW area.

The Plan incorporates current as well as future, planned activity, and is being produced in stages depending on how well developed the programmes of activity for each theme. The current version features the opportunities that are at the most advanced stage, namely: Digital (Photonics); Advanced Engineering (marine and nuclear); High Value Tourism; Farming, Fishing and Food. By spring 2019 it will be expanded to include: Healthy Ageing; further Digital (Creative and Big Data); Advanced Engineering (aerospace); Construction; and Defence. Place markers have also been included for inclusive growth and natural capital to be developed as part of the next phase of work. The current version of the Delivery Plan can be viewed at:

<http://www.hotswjointcommittee.org.uk/wp-content/uploads/2018/10/HotSW-Draft-Delivery-Plan-October-2018.pdf>

(d) Communications document

A communications document has produced to summarise the Delivery Plan and is being used with local MPs, Ministers and senior Government officials as part of continuing effort to raise the profile of the HotSW area. This is a critical time to influence the 2019 Spending Review and the anticipated launch of the UK Shared Prosperity Fund towards the end of 2019. The document was also circulated to MPs prior to the Chancellor’s autumn statement as part of the influencing approach. To ensure that the communications document has some longevity, the key strategic ‘asks’ of Government have been set out in a covering letter, jointly signed by the Chairs of the Joint Committee and the LEP. As Delivery Plan is developed, further asks will emerge and be submitted to Ministers. The list of asks submitted in October is attached as Appendix A to this report. The communications document can be viewed at:

<http://www.hotswjointcommittee.org.uk/wp-content/uploads/2018/10/HotSW-Opportunities-Prospectus-October-2018.pdf>

(e) Housing

This is a key enabling opportunity for the Joint Committee. Following a housing audit to gauge Local Plan progress on targets and delivery rates, a HotSW Housing Summit was held in September with key agencies including Homes England. The outcome of this successful event was an agreement to work closely with Homes England to develop a bespoke package of offers and asks with Government which will help to successfully deliver the ambitious housing programmes across our area. A Housing Sector Task Force of strategic leaders and officers has been established to develop a proposition to Government and to work with Homes England which will report to the Joint Committee.

(f) National Infrastructure Commission (NIC)

The Joint Committee is seeking to secure a growth corridor study following helpful discussions with the NIC. Initial discussions with the Chair of the Commission were well received and the Joint Committee was encouraged to submit a business case to the Chancellor who will decide whether to fund such a study for the HotSW.

A proposal was submitted to the Chancellor in October. The study would be similar to the one conducted by the NIC for Cambridge-Milton Keynes-Oxford. It would help the HotSW partnership to better understand the constraints to higher levels of productivity by highlighting where investment in strategic infrastructure could unlock faster growth over the long term. The initial focus for the study would be along the A38/M5 transport spine, recognising that investment would have benefits for the whole of the HotSW area and wider south west.

(g) Brexit Resilience Opportunities Group

This Chief Officer group was established as part of the work on devolution and continues to advise the Joint Committee on Brexit preparations. It explores the post-Brexit opportunities for the HotSW partnership in areas such as food and farming, fisheries and funding for rural development. The key impacts on local government relate to: the impact on services; the impact on local economies; and the impact on society. The Group has fed directly into the Local Government Association and the Government to raise the profile of the area and issues, as well as shaping thinking at these levels.

As the date for the UK leaving the EU approaches, Government departments are increasing their preparations for the possibility of a 'no deal' scenario. The Group is facilitating dialogue with Government representatives to ensure the needs of Devon and Somerset communities and businesses are heard in Whitehall. On the 12<sup>th</sup> November, the Group facilitated a Brexit Sounding Board attended by senior civil servants from MHCLG, BEIS, Home Office and supported by the Local Government Association. The Group is also working with Cornwall on post-Brexit themes of mutual interest, such as agriculture and land management, fisheries, rural development and future funding.

(h) Sub-National Transport Body

Linked to the Joint Committee's work on infrastructure is the imminent establishment of a South West Peninsula Shadow Sub-National Transport Body (covering Somerset, Devon, Cornwall, Plymouth and Torbay) which will develop a sub-national Transport Strategy to work with Government to deliver investment in our major transport infrastructure. In the short-term this will be an informal partnership, however a current 'ask' of Government is that they endorse the creation of a statutory Sub-National

Transport Body for the Peninsula, and a separate body for the South West around the east of the region. These two new transport bodies will provide a platform for strategic discussions with Government on priorities for the region over the long term.

(i) Established an independent Scrutiny Committee for the Local Enterprise Partnership

In November 2018, the Constituent Authorities held their first Scrutiny Committee of the LEP. The Scrutiny Committee is supported by Devon County Council's Democratic Services. The Scrutiny Committee, which is independent of the Joint Committee, will review the performance and function of the LEP and will make recommendations to the Board. It will have a key role in scrutinising the performance of the LEP; reviewing the delivery of the Productivity Strategy and, in time, the Local Industrial Strategy. This provides an additional level of democratic accountability of the Local Enterprise Partnership.

3. **Next steps**

In addition to what is outlined above, the Joint Committee / LEP partnership will:

- (a) Develop an Investment Framework for the Delivery Plan so that priorities for delivery and project opportunities can be delivered via investment from a range of sources.
- (b) Review the roles and functions of both bodies through a governance review to acknowledge the revised and enhanced focus given to LEPs by the Government. This work will include a review of the management support arrangements. The Joint Committee and the LEP will continue to share responsibilities across the Productivity Strategy and the Delivery Plan with the LEP leading on areas closely linked to the LIS and the Joint Committee leading on other areas such as housing and infrastructure. The need for close collaboration between the two has never been more important as we look to further influence Government policy and actions over the next 12 months and beyond.

4. **Local Industrial Strategy**

4.1 The inclusion of the HotSW LEP area in the second wave of areas to benefit from working with the Government to develop their Local Industrial Strategies (LIS) is a considerable achievement for the Joint Committee and the LEP. The first wave 'trailblazers' were the urban conurbations of Greater Manchester, the West Midlands and Cambridge-Milton Keynes-Oxford. The partnership had been pushing to be in the second wave and had raised the ask with Government Ministers and officials over a number of months. It was therefore very welcome that HotSW was announced in July as being part of wave 2.

4.2 By working closely with Government to develop a Local Industrial Strategy the Joint Committee will be able to agree the long term transformational opportunities that will help deliver the asks specific to our area and influence wider Government policy and delivery.

4.3 Local Industrial Strategies will focus on the foundations of productivity and identify transformational opportunities with partners across Ideas, People, Infrastructure, Business Environment and Place. The Strategy will be led by local people and businesses, allowing local leaders to harness the strengths of their own areas; ensure that the benefits of growth are realised by all; and provide the right conditions for improving the prosperity of communities throughout the area.

4.4 Ultimate approval of the LIS rests with the LEP in collaboration with the Government. The LIS guidance requires the LEP to collaborate on the development of the LIS with a range of stakeholders including the local authorities and other partners.

4.5 The LEP's proposed timetable is to have the final LIS agreed between the LEP and the Government by June 2019. Fortunately, HotSW partners are better placed than many areas to meet this timetable as the work done by the Joint Committee and the LEP to build and test the evidence base for the Productivity Strategy and Delivery Plan has set the foundation; the LIS will be a natural extension of this.

4.6 The Joint Committee is ideally placed to provide both collective and council level input into the development of the LIS, although final approval rests with the LEP. The validity and positioning of the document would be immeasurably strengthened by the involvement and general endorsement of all the constituent authorities, and by other partners including the business community.

4.7 To enable the development of the LIS to be taken forward at pace, and to demonstrate alignment with partners across the area, it is proposed that local authority input is developed, coordinated and signed off by the Joint Committee. The powers of (and delegations to) the Committee are tightly focussed around the Productivity Strategy under the current governance arrangements, so approval needs to be sought from the constituent authorities to formally delegate the Council's responsibilities for contributing to and signing off the HotSW Local Industrial Strategy (LIS) to the Joint Committee. The recommendations provide the opportunity for the Council to influence and shape the LIS as well as provide content. To ensure that there is wide buy-in to the development of the LIS across the constituent authorities, a portfolio holder engagement event was held on 23 November 2018

## **5. Budget and Cost Sharing Agreement**

5.1 The Joint Committee has been kept informed of its budgetary position to provide assurance that it is operating within its budget. This section of the report includes:

- (a) a summary of the Committee's current budget position for 2018/19 – pages 1 and 2 of Appendix B
- (b) a Budget and Cost Sharing Agreement (B&CSA) which is a development of the Inter-Authority Agreement agreed by the constituent authorities at the time the Committee was established – pages 3 and 4
- (c) An indicative budget request for 2019/20 to the constituent authorities.

5.2 Pages 1 and 2 of the Appendix summarise the position on the operating and support budget of the Committee. It shows a variation of the income for 2018/19 expected at the time of the Committee's establishment with a larger than anticipated underspend carried forward from the work on devolution during the 2015 to 2018 period. This together with the contributions agreed by the constituent authorities have given the Committee a larger than anticipated budget for 2018/19.

5.3 In terms of the anticipated spend for 2018/19 the current position suggests that the Committee will be able to operate within budget although not all commitments have yet been identified. Any funds not spent in 2018/19 will be carried forward to 2019/20 to help offset the future budget requirement.

5.4 At the time of the Committee's establishment the Inter Authority Agreement referred to the development of a B&CSA and included some headings to be included within it. Pages 3 and 4 cover the remaining detail of the Agreement. It is a relatively simple document proportionate to the small size of the budget and the limited financial risk to each constituent

authority. It explains the role of the administering authority as well as the responsibilities of the constituent authorities.

5.5 The Joint Committee has approved the B&CSA and all Section 151 Officers of the constituent authorities have been consulted on its contents. The document now requires the formal approval of the constituent authorities.

5.6 In terms of the Joint Committee's budget for 2019/20 the work programme is unknown at this stage although a busy year is expected for the Joint Committee to respond to Government policy initiatives and to support the Delivery Plan. To assist the constituent authorities to plan their budget commitments for 2019/20, the minimum contribution for 2019/20 is set out below. These contributions will generate sufficient budget to cover the costs of the administering authority to service the Joint Committee, and with a small surplus. The Budget contributions are set out below:

- County Councils - £10,500
- Unitary Councils - £4,000
- District Councils and National Parks £1,400

5.7 The Council is therefore asked to approve a budget contribution of £10,500 as a minimum contribution to cover the costs of administering the Joint Committee. The Council is asked to note this will only cover the basic costs of running the Committee. A work programme is currently being explored, however, if the Joint Committee does identify opportunities that require funding to realise it could make a request for additional funding, in year, from the Constituent Authorities.

5.8 Any additional request for funding that cannot be met within budget or from another source may result in an in-year request to the Constituent Authorities. This will, only be undertaken in exceptional circumstances and against a costed proposal and plan of activity.

## **6. Options/Alternatives**

6.1 The alternative option is for the County Council to withdraw its membership of the Joint Committee. This option has been rejected due to the risk to the Council's influence at a regional and national level. The Joint Committee is a strong partnership that can speak with a collective voice to Government and to the benefit of our communities.

## **7. Consultations/Communications**

7.1 Under the Communications and Engagement Plan, members of the constituent authorities, the public and stakeholders are kept informed of developments with the Joint Committee through newsletters published after each formal meeting and press releases on significant issues of interest. As we move towards Christmas, the Committee's engagement plans include seeking the support of relevant Ministers and all local MPs for the Communications document and specifically our 'asks' of Government. This engagement campaign will continue and accelerate as we move into 2019.

7.2 In addition the Committee has its own website providing background information, Joint Committee papers and minutes; links to latest news and publications and details of the membership accessible to the public. This can be accessed at:

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

## **8. Financial Considerations**

8.1 The direct costs to the constituent authorities are set out above and in Appendix B. In addition to this the constituent authorities and partners continue to input considerable amounts of officer time into the partnership on an 'in kind' basis. The LEP continues to make a significant contribution to the work of the Committee and has met some direct costs.

8.2 The constituent authorities are reminded that the Joint Committee continues to provide a relatively low-cost option to meet the partnership's objectives compared to the Combined Authority alternative.

## **9. Legal Considerations**

9.1 The HotSW Joint Committee is a Joint Committee of the local authorities across Devon and Somerset that comprise the HotSW area and established under Sections 101 to 103 of the Local Government Act 1972 and all other enabling legislation to undertake the following:

9.2 The key purpose of the Joint Committee is to be the vehicle through which the HotSW partners will ensure that the desired increase in productivity across the area is achieved.

9.3 The Committee is a single strategic public sector partnership providing cohesive, coherent leadership and governance to ensure delivery of the Productivity Strategy for the HotSW area. The specific objectives of the Joint Committee are to:

- Improve the economy and the prospects for the region by bringing together the public, private and education sectors;
- Increase our understanding of the economy and what needs to be done to make it stronger;
- Improve the efficiency and productivity of the public sector;
- Identify and remove barriers to progress and maximise the opportunities/benefits available to the area from current and future government policy.

## **10. Public Health Considerations**

10.1 There are no direct public health impacts of these recommendations. However, public health considerations will be an important consideration in the development of the LIS recognising that there is a strong correlation between economic prosperity and health of the population.

## **11. Equality Considerations**

11.1 No adverse impact on any protected groups.

## **12. Risk Management Considerations**

12.1 Given the participation in the Joint Committee as one of the constituent Local Authorities, the main risks are around failing to participate actively in this or any other related process, thus manifesting a failure of sub-regional or regional awareness of the Council's specific economic and productivity concerns. The risk from failing to participate is most likely to be a loss of the Council's influence at regional level and an inability to draw attention to the area's economic needs (across such areas as productivity, skills, infrastructure and related inward investment). It would also weaken the wider partnership proposition, so affecting the ability of the HotSW partnership to speak with one voice and influence Government policy for the benefit of the wider area and including our residents, businesses and visitors.

### **13. Summary/Conclusions/Reasons for Recommendations**

13.1 It is essential that the local authorities contribute to the development and approval of the LIS working in collaboration with the LEP. The LIS will be a natural development of the Productivity Strategy and Delivery Plan for which the Joint Committee already has delegated authority, and therefore it would seem appropriate to formally extend this authority to the development and approval of the LIS to the Joint Committee on behalf of the constituent authorities.

13.2 It is important that the constituent authorities are kept up to date on the Committee's budget situation and make provision for the 2019/20 budget commitment. It is also important that the Budget and Cost Sharing Agreement is formally agreed by the constituent authorities as part of the Committee's governance arrangements.

Phil Norrey  
Chief Executive

**[Electoral Divisions: All]**

Leader of the Council: Councillor John Hart

#### LOCAL GOVERNMENT ACT 1972: LIST OF BACKGROUND PAPERS

Contact for Enquiries: Sue Rose

Tel No: 01392 382371 Room: G60

<u>BACKGROUND PAPER</u>	<u>DATE</u>	<u>FILE REFERENCE</u>
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Nil

## APPENDIX A

### **Heart of the South West Partnership's key strategic asks of Government**

As part of the partnership's increased lobbying with MPs and with reference to the Great South West Partnership, several 'policy asks' of Government were identified to coincide with party conferences and the Autumn Statement:

1. Recognition of the Great South West Partnership with a commitment to co-design a Rural Deal - a 'Rural Productivity Partnership' with GSW following publication of Rural Productivity Commission Report earlier in the year
2. Strategic Connectivity
  - a. Confirmation of Sub National Transport Body/ (ies)
  - b. Peninsula Rail priorities – e.g. commitment for funding Dawlish
  - c. Funding commitment for A303 improvements
  - d. Superfast Broadband and 5G trials
  - e. Joint working with the National Infrastructure Commission on an A38/M5 corridor study to explore how we can unlock our full potential and accelerate growth to transform our region.
3. Transforming Cities and Strength in Places bids agreed
4. EU Fisheries underspend proposal: an offer to work with Government to develop a proposal to utilise the projected underspend in the current EU Fisheries budget.
5. Nuclear Sector Deal (and others specifically Maritime and Defence) to have clear place-based elements/funding, recognising the HotSW opportunities.
6. Local Industrial Strategy specific: encourage joint working with WECA on Wave 2 Local Industrial Strategies particularly around connectivity and Smart specialisations e.g. Nuclear and Aerospace.

**Heart of the South West Joint Committee  
Budget Statement – 2018/19**

**Costs**

At the time the Joint Committee was established it was estimated that its operating and support **costs** for 2018/19 (and to cover the remainder of 2017/18) would be £89,000 - excluding in-kind officer support. This estimate comprised:

1. £25,000 for work the Joint Committee would wish to commission to support the delivery of its work programme
2. £24,000 for the Brexit Resilience and Opportunities Group Secretariat
3. £40,000 for the Administering Authority to undertake its duties.

**Budget**

Current budget position summary:

<p>18/19 Budget = <u>£117k</u> (an increase of £25k over the original estimate)</p>	<p>18/19 Expenditure - <u>£84.1k</u> (as at 24/10/18)</p>
<ol style="list-style-type: none"> <li>1. £67k - devolution budget carry forward (as against the estimate of £42k) – transferred from PCC to SCC</li> <li>2. £50k - funding contributions from the constituent authorities</li> </ol>	<ol style="list-style-type: none"> <li>1 £40k - for Administrative Authority costs including: direct meeting costs (including refreshments); staffing costs directly relating to HotSW meetings; JC communications and marketing; micro-site development</li> <li>2 £19k - support costs of the Brexit Resilience Opportunities Group (BROG) including seconded part-time officer support (against an original budget allocation of £24k)</li> <li>3 £6k – costs of Housing Summit</li> <li>4 £9.8k – housing consultancy support</li> <li>5 £9.3k – national corridor infrastructure corridor consultancy support</li> </ol>

## **Budget and Cost Sharing Agreement**

As part of the new Joint Committee working arrangements, the following clause was agreed in relation to the costs of operation of the Joint Committee. This clause is in the Inter-Authority Agreement.

### **4.0 JC Finance**

4.1 The JC's budgetary arrangements shall be detailed in a budget and cost sharing agreement to be agreed by all the Constituent Authorities annually on the recommendation of the JC and in advance of the financial year. The only exception to this will be in the JC's first year of operation when the JC shall recommend a budget and cost sharing agreement to the Constituent Authorities for approval at the first opportunity following its establishment.

4.2 The budget and cost sharing agreement shall cover:

- (a) The responsibilities of the Constituent Authorities for providing funding for the JC
- (b) The anticipated level of expenditure for the JC for the year ahead
- (c) The cost sharing mechanism to be applied to the Constituent Authorities
- (d) Details of how the budget will be set and agreed each year
- (e) Who is to be responsible for maintaining financial records on behalf of the JC (the 'accountable body');
- (f) What financial records are to be maintained;
- (g) What financial reports are to be made, to whom and when;
- (h) What arrangements and responsibilities are to be made for:
  - auditing accounts;
  - insurance including ensuring all partners have sufficient cover;
- (i) How any financial assets held by the JC on behalf of the Constituent Authorities will be redistributed to the CAs in the event of the dissolution of the JC or in the event of a CA formally withdrawing from the CA.

### **How is the budget set and agreed each year?**

In the February preceding each financial year, in consultation with the Somerset County Council Finance Advisory Team, the SCC Strategic Manager - Partnership Governance on behalf of the PMO will detail a budget plan for the JC income and expenditure. This will establish estimated amounts for that financial year and the timing of those financial transactions. This will be submitted by the administering authority to the Joint Committee for recommendation to the Constituent Authorities (CA) for approval.

Each CA will pay their agreed contribution to the Administering Authority (AA) in a timely manner on receipt of invoice details.

### **Who is to be responsible for maintaining financial records on behalf of the Joint Committee?**

Somerset County Council Finance Advisory Team – Ian Tier, Finance Manager

**What financial records are to be maintained?**

Financial records, i.e. orders for supplies and services, payments made, invoices raised and receipts, will be kept electronically on the Somerset County Council financial system. This incorporates purchase orders, invoice scans, cashiers receipts and sales invoices.

**What financial reports are to be made, to whom and when?**

Somerset County Council Finance Advisory will present a quarterly income and expenditure report to the Somerset County Council Strategic Manager – Partnership Governance. This will be reported to the Heart of the South West Chief Executive Advisory Group for information. An income and expenditure report will be presented to the Joint Committee for information on at least an annual basis.

**What arrangements and responsibilities are to be made for?**

**Auditing Accounts** - The AA's accounts and audit arrangements will apply to JC business.

**Insurance**

Each CA will ensure that it has sufficient insurance cover in place to provide protection for their members and officers participating in the work of the JC and in their capacity as officers or members of that authority. The AA will ensure that it has sufficient insurance cover in place to cover the AA role.

**How any financial assets held by the Joint Committee on behalf of the Constituent Authorities will be redistributed to the Constituent Authorities in the event of the dissolution of the Joint Committee or in the event of a Constitution Authority formally withdrawing from the Joint Committee?**

Itemised records of contributions made by each of the CAs will be kept over the life of the JC. In the event of the dissolution of the JC or in the event of a CA formally withdrawing from the CA having given the required notice, financial assets will be returned to the CA or CAs on a proportionate basis.