

Edinburgh and South East Scotland City Region Deal Joint Committee

10 am, Friday 5 March 2021

Revision of Terms of Reference for Elected Member Oversight Committee

Item number 5.2

Executive Summary

Draft revision of Terms of Reference for Elected Member Oversight Committee.

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Revision of Terms of Reference for Elected Member Oversight Committee

1. Recommendations

- 1.1 To agree to adopt the revised Terms of Reference for the Elected Member Oversight Committee.
- 1.2 To appoint Cllr Altany Craik, Fife Council, as the Convener of the Elected Member Oversight Committee

2. Background

- 2.1 Committee received an update in March 2020 on the development of the Edinburgh and South East Scotland City Region response to the [National Planning Framework 4 “Call for Ideas”](#). That report highlighted that an Elected Member Oversight Group would be established to oversee the longer-term progress of the Regional Growth Framework and Regional Spatial Strategy.
- 2.2 The Terms of Reference for the Elected Member Oversight Committee were approved by this [Committee on 4 September 2020](#).
- 2.3 The Elected Member Oversight Committee has now met twice: 15 January 2021 and 19 February 2021.

3. Main report

- 3.1 Two revisions are proposed to the Terms of Reference for the Elected Member Oversight Committee and are in Section 1 (Membership) and Section 7 (Meeting Frequency)
- 3.2 The first amendment to Section 1 (Membership) reflects the desire for flexibility in membership; and the fact that the Regional Enterprise Council and Higher/Further Education are considered equal partners in developing the Regional Spatial Strategy and Regional Growth Framework. It allows for greater flexibility in the membership in the future.
- 3.3 The previous text stated for Section 1 stated:

Two Members from each constituent Council, up to four members from the Higher Education/Further Education consortium and up to two members from the Regional Enterprise Council.

3.4 The revised text states:

Two Members from each constituent Council, up to six members from the Higher Education/Further Education consortium and the Regional Enterprise Council.

3.5 The second amendment to Section 7 (Meeting Frequency) reflects the desire that the Committee had in its first meeting for thematic workshops. Members felt that holding informal workshops in the place of every alternate meeting would serve to keep them well informed on the progress of the two documents, and allow them to shape them more effectively.

3.6 The previous text stated:

The sub-committee will usually meet monthly but may meet more frequently if determined necessary by the Chair or the Sub-Committee.

3.7 The revised text states:

The sub-committee will usually meet bi-monthly but may meet more frequently if determined necessary by the Chair or the Sub-Committee.

3.8 The Terms of Reference also state that the chair will be appointed by the Joint Committee and should be from the Council in the annual lead role for the City Region Deal. The Elected Member Oversight Committee has nominated Cllr Altany Craik to be Convener.

4. Financial impact

4.1 N/A

5. Alignment with Sustainable, Inclusive Growth Ambitions

5.1 N/A

6. Background reading/external references

6.1 [Supplementary Agreement to Minute of Agreement for the Edinburgh and South East Scotland Region Joint Committee](#) (Joint Committee Report, September 2020)

7. Appendices

7.1 Elected Member Oversight Sub-Committee – Terms of Reference (revised)

Appendix

Elected Member Oversight Sub-Committee – Terms of Reference

1. Membership

Two Members from each constituent Council, up to six members from the Higher Education/Further Education consortium and the Regional Enterprise Council.

2. Convener/Chair

The chair will be appointed by the Joint Committee and should be from the Council in the annual lead role for the City Region Deal.

3. Quorum

The Quorum will be one-third of the membership.

4. Substitutes

Substitutes are permitted from the same local authority.

5. Officers

Officers will attend to support meetings.

6. Remit

The powers and responsibilities of the Elected Member Oversight Sub-Committee cannot extend beyond those of the Edinburgh and South East Scotland City Region Deal Joint Committee. The remit of the Elected Member Oversight Sub-Committee would be:-

- a. To provide oversight of the Regional Growth Framework and Regional Spatial Strategy.
- b. Working in partnership with public authorities, public bodies and other public or private organisations it deems appropriate, including but not limited to the UK and Scottish Governments, SESplan and SEStran, to co-ordinate, plan, prepare, deliver, review and renew, any Regional Growth Framework and Regional Spatial Strategy for Edinburgh and South East Scotland, interim and final, or any replacement or reiteration or analogous such framework, strategy or plans, subject to the constituent councils' agreement to policy proposals.
- c. To co-ordinate amongst the constituent councils, a contribution to the preparation, review and renewal of the National Planning Framework (NPF4) and its subsequent iterations or replacements, subject to the constituent councils' agreement to policy proposals, and to co-ordinate and support the constituent councils in their own contributions to it.
- d. To support and encourage a sustainable approach to managing growth which aligns to local sustainability, energy and low carbon plans and strategies.
- e. To encourage and facilitate a close working partnership with SEStran, SESplan and other relevant organisations.
- f. To provide oversight and consider recommendations from the Regional Housing Board and the Transport Appraisal Board.
- g. To scrutinise the work of the SESplan Officer Board in regard to the Regional Growth Framework.

- h. To advise the City Region Deal Joint Committee in regard to the Regional Growth Framework and Regional Spatial Strategy.

7. Meeting Frequency

The sub-committee will usually meet bi-monthly but may meet more frequently if determined necessary by the Chair or the Sub-Committee.