

Spelthorne Economic Development Engagement Group (SEDEG)

Draft Terms of Reference

Purpose

To advise the Leader and Cabinet on the views of councillors, local business and other stakeholders about issues pertaining to the main town and local centres in the Borough and how the economy of the Borough might be further fostered by actions over which the Council has control or influence.

Terms of Reference

1. To advise the Leader, Cabinet and Management Team on:
 - a. The views of councillors on economic and business issues within the main Borough centres and other local centres that it is considered need addressing.
 - b. Ways in which the economy of the Borough might be further fostered, including promotional issues.
 - c. The views of Business Communities and other economic stakeholders on issues within the Borough and how the Council can work with Business Stake Holders to encourage economic development.
 - d. Identifying and delivering opportunities to help shape and enhance the economic environment in the Borough particularly through the businesses co-opted to the group.
 - e. Advise the Leader, Cabinet and senior officers on the economic development effects of wider Council and Government policy and Council activities.
 - f. To advise the Leader on priorities to improve local shopping, business and commercial centres.
 - g. To receive an update at intervals throughout the year with regards to the action plan contained within the 2017-2022 Economic Strategy and advise the Leader regarding progress.

2. The Economic Development Engagement Group is expected to operate initially for the duration of this electoral cycle.

- a. Membership of the Group to be six councillors, appointed by the Leader (of which one will be the Economic Development portfolio holder). The Leader may attend on an ad hoc basis.
- b. Members of the business community will be invited to join on a co-opted basis, agreed jointly by the Leader and the Chair of the EDEG
- c. The Chairmanship will be appointed by the Leader.
- d. The Group will appoint its own vice chairman from within its membership.
- e. The Group has no decision making or expenditure powers.
- f. The Chairman and vice Chairman roles do not attract an SRA.
- g. The Chairman of the Group will liaise with the Leader frequently and keep the Leader apprised of developments and progress, together with relevant feedback.
- h. The role and success of the Group to be reviewed by the Leader with the Chair of the group after six months, with an interim report to the Leader after three months.
- i. The Group will not be a consultee on planning applications, nor should it consider itself a consultee or represent itself as such.
- j. It is not within the remit of this group to engage or seek to engage with property developments or become involved in such development related matters.
- k. The Group should aim to deliver a consensual view to the Leader. Where this is not possible it should aim to report fairly on the divergent views of the Committee. Voting is not considered appropriate or necessary. Proactive and innovative suggestions are encouraged.
- l. The Group should seek to meet bi-monthly or as they determine appropriate to fulfil their remit and will receive support from amongst others, the Head of Regeneration and Growth and Economic Development Manager, both of whom will be encouraged to contribute to dialogue.
- m. Committee Services will be asked to arrange the meetings in conjunction with the Chairman and the Group will keep notes of its meetings which will be provided promptly to the Leader and the Chief Executive.

3. Liaison and engagement with businesses, representatives of the business community and other economic stakeholders is welcomed. The Group should seek a wide body of opinion to inform its considerations including exchanging views on pertinent matters and receiving suggestions as to how the local economy can be improved in areas over which Spelthorne Borough Council has control or significant influence. (This should not duplicate any existing arrangements the Council has).