

Marches Local Enterprise Partnership Scheme of Delegation				
Body	Function (as set out in the MEJC constitution - LEP's Accountability and Assurance Framework appendix 1)	Delegation	Financial Limit	What does this mean?
Marches Enterprise Joint Committee (MEJC) Decisions	a) Set, monitor and review objectives and priorities for strategic economic investment across the Marches LEP area, i.e. receives recommendations from the Board to approve all plans and strategies the LEP adopts to govern its overall priorities and direction which as a minimum includes: <ul style="list-style-type: none"> • Strategic Economic Plan (SEP) • Business Plan (and performance reporting by exception against that plan) • Growth Deal 1 (incl. extension) • Marches Skills Plan (incl. Marches EZ Skills Plan, Apprenticeship Plan) • EU Structural & Investment Funds Strategy • Growth deal three • Major transports 	In year changes – LEP Board recommendations are carried out by Marches LEP Director, following consultation with MEJC Chairman.	N/A	JC retains responsibility
	b) Agree allocation of Marches LEP revenue and capital spend that is under the control of the LEP Partnership Board and relating to the delivery of the LEP Economic Plan, i.e. receives recommendations from the Board to agree specific spend allocations.	Marches LEP Director following consultation with Accountable Body S151 Finance Officer (LEP Finance Officer), LEP Board and the Leaders of the three Partner Authorities	Up to £500k	LEP Director can once consulted allocate LEP revenue and capital spend relating to the delivery of the LEP Economic Plan up to £500k
		Marches LEP Director (where <u>urgent decision</u> and one which cannot be reasonably deferred is required (see note 3 below)), following consultation with Accountable Body S151 Finance Officer (LEP Finance Officer) and the Leaders of the three Partner Authorities	£500k to £5M	Where an <u>urgent decision</u> and one which cannot be reasonably deferred is required LEP Director can once consulted agree LEP revenue and capital spend up to £5M

				Unless urgent JC retains LEP revenue and capital spend over £500k
	c) Agree Marches LEP capital expenditure programmes relating to the delivery of the LEP Strategic Economic Plan, and ensure policy and programmes are delivered effectively	Marches LEP Director following consultation with Accountable Body S151 Finance Officer (LEP Finance Officer) LEP Board and the Leaders of the three Partner Authorities	Up to £500k	LEP Director can once consulted agree capital expenditure programmes up to £500k
		Marches LEP Director (where <u>urgent decision</u> and one which cannot be reasonably deferred is required (see note 3 below)), following consultation with Accountable Body S151 Finance Officer (LEP Finance Officer) and the Leaders of the three Partner Authorities	£500k to £5m	Where an <u>urgent decision</u> and one which cannot be reasonably deferred is required LEP Director can once consulted agree capital programme to up £5M Unless urgent JC retains decision on capital expenditure programmes over £500k

	d) Agree Major Transport Scheme funding allocation in line with the LEP Strategic Economic Plan	Marches LEP Director following consultation with Accountable Body S151 Finance Officer (LEP Finance Officer) LEP Board and the Leaders of the three Partner Authorities	Up to £500k	LEP Director can once consulted agree Major Transport Scheme funding allocation up to £500k
		Marches LEP Director (where <u>urgent decision</u> and one which cannot be reasonably deferred is required), following consultation with Accountable Body S151 Finance Officer (LEP Finance Officer) and the Leaders and chairpersons of overview and scrutiny committee of the three Partner Authorities	£500k to £5M	Where an <u>urgent decision</u> and one which cannot be reasonably deferred is required LEP Director can, once consulted, agree Major Transport Scheme funding allocation to up to £5M. Unless urgent, JC retains decision on Major Transport Scheme funding allocation over £500k
	e) Ensure alignment between decision making regarding achievement of the Marches Strategic Economic Plan and decisions on other related areas of policy such as land use, transportation and wider community and economic regeneration	No delegation	N/A	JC retains responsibility
	f) Influence and align government and public investment in order to boost economic growth within the Marches LEP area	No delegation	N/A	JC retains responsibility
	g) Provide an annual report on the activities of MEJC to the three partner councils	Marches LEP Director following consultation with LEP Finance Officer, LEP Governance Officer (Herefordshire Council), and LEP Board Chairman and MEJC Chairman.	N/A	LEP Director can once consulted provide annual report to the three partner councils

	h) Agree lead or accountable body status for any particular issue as necessary	No delegation	N/A	JC retains responsibility
	i) Review and (where all three Leaders are present) amend the Terms of Reference of the MEJC	No delegation	N/A	

Notes:

1. This scheme applies unless a Leader of one of the Authorities directs for a decision to be made by the joint committee rather than under this scheme of delegation.
2. The decision-maker must comply with the executive decision/access to information requirements. Where an executive decision is to be taken by an individual under section 1 of this scheme a written statement must be published together with the report recommending the decision as soon as practicable after the decision is made.
3. Where a key executive decision is to be taken under this scheme where it is impracticable due to urgency to be published as a notice within 28 or 5 days then the decision may only be made where the decision maker has obtained agreement from the chairman of the all three overview and scrutiny committees - that the making of the decision is urgent and cannot reasonably be deferred. A public notice must be published giving of the reasons for urgency.
This scheme does not prevent the joint committee by whom these arrangements are made from exercising any of the functions delegated.
4. Where the MEJC delegates final sign-off to a specified official (e.g. Marches LEP Director, LEP Finance Officer, LEP Governance Officer) that decision will form the record of delegation.
5. LEP Board Papers will be circulated in draft to the Management Team, ahead of the relevant LEP Board. LA Directors will share papers with their S151 and Monitoring Officers and comments will be fed back via the Management Team's LA Director/Senior to the agreed timescale to allow comments to be made before papers are circulated to the Board. Any Board amendments to papers progressing to the subsequent MEJC for sign off will be circulated to all S151 and Monitoring Officers by the LEP Director for information prior to the MEJC.