



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

**JAMES PALMER**  
CAMBRIDGESHIRE &  
PETERBOROUGH MAYOR

# **CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY'S FORWARD PLAN OF EXECUTIVE DECISIONS**

PUBLISHED FRIDAY 18 SEPTEMBER 2020

## FORWARD PLAN

### PURPOSE

The Forward Plan sets out all of the key decisions which the Combined Authority Board and Executive Committees will be taking in the coming months. This makes sure that local residents and organisations know what key decisions are due to be taken and when.

The Forward Plan is a live document which is updated regularly and published on the [Combined Authority website](#) (click the Forward Plan' button to view). At least 28 clear days' notice will be given of any key decisions to be taken.

### WHAT IS A KEY DECISION?

A key decision is one which, in the view of the Overview and Scrutiny Committee, is likely to:

- i. result in the Combined Authority spending or saving a significant amount, compared with the budget for the service or function the decision relates to (usually £500,000 or more); or
- ii. have a significant effect on communities living or working in an area made up of two or more wards or electoral divisions in the area.

### NON-KEY DECISIONS

For transparency, the Forward Plan also includes all non-key decisions to be taken by the Combined Authority Board and Executive Committees.

### ACCESS TO REPORTS

A report will be available to view online one week before a decision is taken. You are entitled to view any documents listed on the Forward Plan after publication, or obtain extracts from any documents listed, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on this notice can be requested from Robert Parkin, Chief Legal Officer and Monitoring Officer for the Combined Authority at [Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk](mailto:Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk).

The Forward Plan will state if any reports or appendices are likely to be exempt from publication or confidential and may be discussed in private. If you want to make representations that a decision which it is proposed will be taken in private should instead be taken in public please contact Robert Parkin, Chief Legal Officer and Monitoring Officer at [Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk](mailto:Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk) at least five working days before the decision is due to be made.

### NOTICE OF DECISIONS

Notice of the Combined Authority Board's decisions and Executive Committee decisions will be published online within three days of a public meeting taking place.

### STANDARD ITEMS TO COMMITTEES

The following reports are standing items and will be considered by at each meeting of the relevant committee. The most recently published Forward Plan will also be included on the agenda for each Executive Committee meeting:

#### Housing and Communities Committee

1. £100m Affordable Housing Programme Update
2. £70m Cambridge City Council Affordable Housing Programme: Update
3. £100k Homes and Community Land Trusts Update

#### Skills Committee

1. Budget and Performance Report
2. Employment and Skills Board Update

#### Transport and Infrastructure Committee

1. Budget Monitor Update
2. Performance Report

DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	KEY DECISION OR DECISION	PURPOSE OF REPORT	CONSULTATION	CONTACT DETAILS/ REPORT AUTHOR	LEAD MEMBER	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER (INCLUDING EXEMPT APPENDICES)	
Combined Authority Board									
Governance Items									
1.	Minutes of the meeting on 5 August 2020	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To approve the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
2.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
3.	Governance Update and Constitution Review	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To advise the Board of the outcome of the governance review and present proposed updates to the Constitution for adoption.	Relevant internal and external stakeholders, including the Audit and Governance Committee	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
4.	Budget Monitor Report: September 2020	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision 2020/064	To provide an update on the revenue and capital budgets for the year to date and seek approvals as required.	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count Lead Member for Investment and Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
5.	Business Plan 2020/21 Mid-Year Update	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To consider and approve the mid-year update of the Business Plan which was originally approved by the Board in January 2020.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	Performance Report	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To provide performance reporting updates.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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Combined Authority Board Decisions									
7.	Cambridgeshire Autonomous Metro (CAM) Special Purpose Vehicle: Shareholder Agreement	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision 2020/057	To receive an update on the incorporation of the CAM Special Purpose Vehicle (SPV) and approve the Shareholder Agreement and appointment of the Chair.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	A10 Dualling and Junctions	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision 2020/061	To update on progress on discussions with the Department for Transport (DfT) regarding future funding and to request approval of the drawdown of the £2m provisionally allocated within the Medium Term Financial Plan.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9.	Market Towns Programme Investment Prospectus – Approval of First Tranche of Recommended Projects  [May contain exempt appendices]	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision 2020/041	To approve the first tranche of recommended projects under the Market Towns Programme Investment Prospectus.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
By recommendation to the Combined Authority Board									
Recommendations from the Transport and Infrastructure Committee									
10.	CAM Outline Business Case Non-Statutory Consultation (Central Tunnel Section) Summary Note	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To provide an overview of the consultation and engagement undertaken by the Combined Authority in respect of the proposals for the CAM between 21 February and 3 April 2020.	Relevant internal and external stakeholders	Kim Sawyer, Chief Executive	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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11.	Response to England's Economic Heartlands Transport Strategy consultation	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To approve the Authority's response to the England's Economic Heartlands Transport Strategy	Relevant internal and external stakeholders	Paul Raynes, Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
12.	Bus Reform	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision KD2020/065	To receive an update on business case development and consider additional work to review Covid-19 impacts on bus travel.	Relevant internal and external stakeholders	Paul Raynes, Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Recommendations from the Skills Committee									
13.	Sector-Based Work Academy and High Value Courses	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision KD2020/058	To consider proposals for the creation of sector-based work academies and high value courses.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
14.	Business Growth Service - Full Business Case  [May include exempt appendices]	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision 2020/029	To approve the Full Business Case for mobilisation of the Growth Service.	Relevant internal and external stakeholders, including Skills Committee	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Recommendations from the Business Board									
15.	Local Growth Fund Programme Management September 2020	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision 2020/047	To approve a change request for the Photocentric Local Growth Fund project; to approve a change request on conditions for release of awarded Local Growth Funds to the Business Growth Service project; and to review Local Growth Fund Programme delivery and budget and amend as required.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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16.	Growth Deal Project Proposals: September 2020	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Key Decision 2020/055	To review and approve the recommendations from the Business Board for individual project funding.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
17.	Covid-19 Economic Recovery Strategy	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To recommend the Combined Authority Board approve the Covid-19 Economic Recovery Strategy for Cambridgeshire & Peterborough.	Relevant internal and external stakeholders, including Skills Committee	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
18.	Covid-19 Evidence Base and Insight Report	Cambridgeshire and Peterborough Combined Authority Board	30 September 2020	Decision	To provide an update on evidence-based insight to support the delivery of the Local Economic Recovery Strategy.	Relevant internal and external stakeholders, including Skills Committee	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Combined Authority Board									
Governance Items									
19.	Minutes of the meeting on 30 September 2020	Cambridgeshire and Peterborough Combined Authority Board	28 October 2020 <i>[Reserve meeting date]</i>	Decision	To approve the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.

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20.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	28 October 2020 <i>[Reserve meeting date]</i>	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
21.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	28 October 2020 <i>[Reserve meeting date]</i>	Decision	To provide an update on the revenue and capital budgets for the year to date	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count  Lead Member for Investment and Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Transport and Infrastructure Committee									
22.	Fenland Regeneration: Stations	Transport and Infrastructure Committee	4 November 2020	Decision	To consider the outcomes of the business case and a proposal to approve the drawdown of budget to proceed to the next stage and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Housing and Communities Committee									
23.	£100m Affordable Housing Programme Scheme Approvals – November 2020	Housing and Communities Committee	9 November 2020	Key Decision 2020/062	To consider and approve allocations to new schemes within the £100m Affordable House Programme	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Chris Boden  Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
24.	Housing Market Assessment Update	Housing and Communities Committee	9 November 2020	Decision	To receive an update on the study into the Housing Needs of Specific Groups commissioned by the local authorities.	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Chris Boden  Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Skills Committee									
25.	Kickstart Scheme	Skills Committee	9 November 2020	Decision	To consider mobilisation plans for the Kickstart Scheme to enhance job creation in Cambridgeshire and Peterborough and make	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Austen Adams Chair of the Business Board	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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					recommendations to the Combined Authority Board.			Councillor John Holdich Lead Member for Economic Growth	
26.	Local Economic Recovery Strategy	Skills Committee	9 November 2020	Decision	To review the Local Economic Recovery Strategy with further evidence-based insight.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Austen Adams Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
27.	Adult Education Budget Annual Review	Skills Committee	9 November 2020	Decision	To update Members following the first year of local delivery of the Adult Education Budget.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Combined Authority Board									
Governance Items									
28.	Minutes of the meeting on 28 October 2020	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Decision	To approve the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
29.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
30.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Decision	To provide an update on the revenue and capital budgets for the year to date	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count  Lead Member for Investment and Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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Combined Authority Decisions									
31.	£100m Affordable Housing Programme (Non-Grant) November 2020	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Key Decision 2020/059	To request Board approval of a scheme that forms a part of and will require an investment from the £40m revolving fund.	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Chris Boden  Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
32.	Market Towns Programme Investment Prospectus – Approval of Second Tranche of Recommended Projects	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Key Decision 2020/042	To approve the second tranche of recommended projects under the Market Towns Programme Investment Prospectus.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
By Recommendation to the Combined Authority Board									
Recommendations from the Transport and Infrastructure Committee									
33.	Fenland Regeneration: Stations	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Key Decision 2020/063	To consider the outcomes of the business case and the recommendations of the Transport and Infrastructure Committee on proposals to approve the drawdown of budget to proceed to the next stage.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Recommendations from the Skills Committee									
Recommendations from the Business Board									
34.	Local Growth Fund Programme Management November 2020	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Key Decision 2020/060	To review the Local Growth Fund Budget and amend as required.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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35.	Kickstart Scheme	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Key Decision 2020/066	To approve mobilisation Plans for the Kickstart Scheme to enhance job creation in Cambridgeshire and Peterborough.	Relevant internal and external stakeholders including the Skills Committee	John T Hill Director of Business and Skills	Austen Adams Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
36.	Local Enterprise Partnership Partnering Strategy – 2020 Update	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Decision	To approve the Local Enterprise Partnership Partnering Strategy	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
37.	Coterminous and Strategic Partnership Agreements Update	Cambridgeshire and Peterborough Combined Authority Board	25 November 2020	Decision	To approve Memorandums of Understanding with the remaining seven neighbouring Local Enterprise Partnerships.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Chair of the Business Board  Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

# SUBMIT YOUR COMMENTS OR QUERIES TO CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

Please send your comments or queries to Robert Parkin, Chief Legal Officer and Monitoring Officer, at [Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk](mailto:Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk) We need to know:

1. Your comment or query:
2. How can we contact you with a response (please include your name, a telephone number and your postal and/ or email address.
3. Who you would like to respond to your query.