



OVERVIEW & SCRUTINY COMMITTEE

Date: Monday, 24 February 2020

Democratic Services
Dermot Pearson
Interim Monitoring Officer

11:00 AM

The Incubator
Alconbury Weald
Cambridgeshire
PE28 4WX

**Cambridge City Council
Council Chamber, The Guildhall, Market Square,
Cambridge, CB2 3QJ**

AGENDA

Open to Public and Press

- 1 Apologies for Absence**
- 2 Declarations of Interest**
At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests.
- 3 Minutes of the Overview & Scrutiny Committee Meeting - 27 January 2020** **5 - 10**
- 4 Written Responses - CA Board to O&S Questions 29 Jan** **11 - 14**
- 5 Public Questions**

Arrangements for public questions can be viewed in Chapter 5, Paragraphs 18 to 18.16 of the Constitution which can be viewed here - [Cambridgeshire and Peterborough Combined Authority: Constitution](#)

| | | |
|-----------|--|----------------|
| 6 | Trading Companies - Scrutiny of Trading Companies Report | 15 - 18 |
| 7 | Combined Authority Forward Plan - February 2020 | 19 - 32 |
| 8 | Accessible Housing Presentation | |
| 9 | Committee Meetings - Lead Member Questions and Answers | |
| 10 | Work Programme Report | 33 - 44 |
| 11 | Date of next meeting: The next meeting of the Overview & Scrutiny Committee is on 23 March 2020 at 11am at Fenland District Council. | |

The Overview & Scrutiny Committee comprises the following members:

Councillor Grenville Chamberlain

Councillor Andy Coles

Councillor David Connor

Councillor Doug Dew

Councillor Lorna Dupre

Councillor Markus Gehring

Councillor Anne Hay

Councillor Pippa Heylings

Councillor Patricia Ann Jordan

Councillor Alex Miscandlon

Councillor Ed Murphy

Councillor Kevin Price

Councillor Jocelynn Scutt

Councillor Alan Sharp

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact

Clerk Name: Katarina O'Dell

Clerk Telephone:

Clerk Email: katarina.odell@cambridgeshirepeterborough-ca.gov.uk

The Combined Authority is committed to open government and members of the public are welcome to attend Committee meetings. It supports the principle of transparency and encourages filming, recording and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening, as it happens.



CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY – OVERVIEW AND SCRUTINY COMMITTEE

DRAFT MINUTES

Date: 27 January 2020

Time: 11.00 am

Location: East Cambs District Council

Present:

| | |
|---|----------------------------------|
| Cllr D Dew | Huntingdonshire District Council |
| Cllr Humphrey (substitute for Cllr P Jordan) | Huntingdonshire District Council |
| Cllr L Dupre (Chair) | East Cambs District Council |
| Cllr A Sharp | East Cambs District Council |
| Cllr M Gehring | Cambridge City Council |
| Cllr A Coles | Peterborough City Council |
| Cllr E Murphy | Peterborough City Council |
| Cllr A Hay | Fenland District Council |
| Cllr J Scutt | Cambridgeshire County Council |
| Cllr D Connor | Cambridgeshire County Council |

Officers:

| | |
|---------------------------|--|
| Dermot Pearson | Interim Monitoring Officer, Combined Authority |
| Susan Hall (Minute taker) | Governance Assistant, Combined Authority |
| John Hill | Joint CEO, Combined Authority |

1. APOLOGIES

- 1.1 Apologies were received from: Cllr G Chamberlain, Cllr P Heylings, Cllr P Jordan (substituted by Cllr Humphrey), Cllr A Miscandlon, Cllr K Price
- 1.2 It was felt that a quorum of 10 was onerous and a letter should be sent to Government asking for a review of the quorum requirement for Combined Authority Overview & Scrutiny Committees.

AGREED:

That John Hill be asked in writing by the Chair for a letter to be sent to the Government regarding changing quorate rules.

- 1.3 A discussion took place regarding the way substitutes were chosen and how many there could be from each constituent authority. It would be preferable to have

three or more substitutes per constituent authority rather than being restricted to one.

It was confirmed by the Monitoring Officer that the constituent councils nominate their members and substitutes subject to their own governance processes.

During the municipal year the Monitoring Officer can accept changes to membership. A councillor can only attend the Committee as a substitute if they have been nominated by their authority and the Monitoring Officer has accepted the nomination.

AGREED:

For the Chair to write to John Hill regarding changing the number of substitutes per authority.

2. DECLARATION OF INTERESTS

2.1 The following declarations of interest were noted:

Cllr Hay declared an interest as Vice Chair of the Planning Committee at Fenland DC and confirmed that she would not speak or vote in any discussion of the report on the Combined Authority agenda relating to a housing site in Fenland.

Cllr Connor declared an interest as Chair of the Planning Committee at Fenland DC and confirmed that he would not speak or vote in any discussion of the report on the Combined Authority agenda relating to a housing site in Fenland.

3. MINUTES

3.1 The minutes of the meeting held on 6 December 2019 were agreed as a correct record.

Members noted on page 7 of the minutes, an assurance was given by the Director of Delivery and Strategy regarding the appointment of the Chair of the Climate Change Commission. It is not clear if an appointment has been made.

AGREED:

That the below question should be raised at the meeting of the Combined Authority Board:

What progress is being made regarding the appointment of the Chair and the Commission itself and will delays in recruiting a Chair have on the timescales for production of the report.

4. PUBLIC QUESTIONS

4.1 There were no public questions received.

5. DRAFT BUDGET 2020-21 AND MEDIUM-TERM FINANCIAL PLAN 2020-2024

5.1 The Committee received the report from Jon Alsop, Head of Finance.

The following are the main points raised during the discussion:

5.2 There are proposals to replace the current European funding when the United Kingdom leaves the EU and the transitional arrangements end with other

government funding such as the Shared Prosperity Fund. The draft budget is based on the situation as it was in November.

AGREED:

That the Head of Finance would confirm at what stage the UK loses EU funding which has already been agreed.

- 5.3 Conversations are ongoing regarding the Combined Authority taking over the Transport budget with both Cambridgeshire County Council and Peterborough City Council. There are a number of options which have gone to the Combined Authority Board in the past which were highlighted in those reports. When those conversations have taken place there will be a further report to the Board.
- 5.4 Status of bus passes – there was an issue raised regarding persons with a disability who hold a bus pass and who are in paid employment and the hours of operation. Assurances were sought that the issue would be considered when the CA takes over the transport budget.
- 5.5 It was noted that there had been a change of £10,000 to the Combined Authority conference budget and training budget and to the Mayor's conference budget. It was confirmed that this is a reallocation of funds. This budget is for the Mayor and his team's attendance at conferences, seminars and training. It shows separately any costs associated with the Mayor and his team. There is no change in overall cost. It is about being more transparent.
- 5.6 It was clarified that the housing development company and holding company were not reflected in the budget but would be reflected once the numbers had been established. A paper went to the board (in March 2019) which showed the expected expenditure breakdown of both companies. This position has not changed but will be updated when there is better information. When the Business Case develops we will be in a better position to be able to look at those costs.
- 5.7 It was noted that no other formal responses consultation of the budget other than the one from this Committee had been received. It was felt that the receipt of only one response raised concerns about the consultation. It was confirmed that there has been some analysis on the consultees to look at responses to the data put on social media and how many resulted in clicks to the consultation documents on the website. This can be used as a basis for targeting consultation going forward.
- 5.8 It was noted that the report states that at its meeting in November 2019 the Combined Authority Board approved a loan from the £40m recycling Housing loan fund bringing the total to £41.135m. It was confirmed that the £40m limit on that recycling fund has not been breached There are a number of Board approvals that total over £40m but the cash flow is forecast to never go over £40m. The assumption is that funds are used as a revolving fund.
- 5.9 It was noted that on page 15/16 of the report there were changes between consultation papers and the refreshed versions but no commentary on the change relating to the Enterprise Zone receipts which in the consultation papers were shown as approved expenditure of £408.2k and in the refreshed version is shown as £638.2k.

AGREED:

- a) That the Head of Finance would confirm the reason for the differences.

- b) That an explanation is needed if different versions of financial papers show significant differences between figures.

6. LEAD MEMBER ROLE DESCRIPTIONS

- 6.1 Councillor Coles attended the recent Skills Committee meeting in his capacity as Lead Member for the Skills Committee. Cllr Coles made the following comments on his experience:

The Chair of the Skills Committee was not aware of the role description so had expected that any questions went to the Overview & Scrutiny Committee for approval. There is a need to ensure that all Chairs are aware of the process.

Exempt appendices were not available in good time but this has been resolved.

Whatever is produced in the Lead Member role needs to be published for all to see. Could that be put on the Lead Member role description.

The following points were noted:

- 6.2 That officers will draft a note to go to committee Chairs and others explaining what the process is, why that process has been agreed and how it will operate.
- 6.3 That exempt appendices to Executive Committee reports should be sent to Lead Members of the O&S Committee.
- 6.4 That written questions and written answers to be published on the website. This should be included as part of the minuting and governance of the Committee.
- 6.5 That regarding liaison with officers – the role description says ‘in order to obtain specific advice on projects’ but the liaison needs to be wider than that. Wording should state ‘liaising with officers of the Combined Authority to enable the lead member to undertake his/her duties’.
- 6.6 That a standing item on the agenda be added to include the written answers and questions that have been submitted and received from lead members. A regular item to go on the workplan.

AGREED:

- a) That the Interim Monitoring Officer would arrange for the Skills Committee questions and answers to be published on the website.
- b) That a standing item be added to the agenda for lead members to include written questions and answers.
- c) That role description be amended to add ‘liaising with officers of the Combined Authority to enable the lead member to undertake his/her duties’.

7. REVIEW OF THE COMBINED AUTHORITY BOARD AGENDA

- 7.1 The Committee reviewed the Board agenda for 29 January 2020. The Committee agreed that the Chair would ask the following questions at the meeting of the Combined Authority Board:
- 7.2 Page 130 Business Plan Report Question to the Board - A note is needed in the report stating when a funding decision is expected to be made by government to enable members to keep a track of what is going on and when to expect the decisions.
- 7.3 £100K homes – whom these would attract other than those who already able to afford existing low cost options? What would attract individuals to the £100k homes scheme as opposed to other established types of affordable housing?
- 7.4 Page 548 current CAM network map. The feedback on the Local Transport Plan includes a recognition of the demand for a stop on the proposed CAM network in East Cambs. How will that issue be developed and where would the stop be located.?
- 7.5 Motion – a lengthy discussion took place as this Motion and it was noted that, if passed, it would prevent the Committee from meeting in Cambridge.
- 7.6 Question for the Board - The Committee notes that the proposed effects of the motion would affect where it could meet and is deeply disappointed that it does not mention public transport and may deny the committee the opportunity to meet at the location with the best public transport links for the actual number of people to attend and would ask what evidence has been considered about the impact of holding meetings elsewhere on air quality and about public transport.
- 7.7 The Committee were also concerned about the democratic deficit in not holding meetings at the offices of two of its constituent councils and that the proposal is not in accordance with the spirit of the Constitution. In those circumstances, how can the proposal be justified.
- 7.8 CAM Core Outline Business Case – Public Consultation –Question to the CA Board – Why were the papers on the CAM Metro consultation not provided to the CAM Task and Finish Group as promised?
- 7.9 Question to the CA Board - What progress has been made towards funding options for the CAM?
- 7.10 Question to the CA Board - Given the responses from the public about the importance of climate change in the context of the Local Transport Plan will the Combined Authority outline the changes of approach that it has made in the LTP as a result of that feedback?
- 7.11 A question was raised about progress on the University of Peterborough. Cllr Coles, as the Lead Member for the Skills Committee, updated the Board as follows: the University of Peterborough is going ahead, work is in progress, the first phase will be built by 2022 and the site has been chosen. A public exhibition is being held on 4-6 February in Peterborough Cathedral. Mace are leading in terms of delivering and there are two potential academic providers being considered. It

was noted that here is a recommendation from Skills Committee on the Outline Business Case report going to the Combined Authority Board.

AGREED:

- a) That the Interim Monitoring Officer would check whether the Motion is in accordance with the Constitution.
- b) That this item on University of Peterborough and the Outline Business Case be put on the Work Programme to discuss at a future O&S Committee meeting.

8 COMBINED AUTHORITY FORWARD PLAN

- 8.1 The Committee considered the Combined Authority Forward Plan. No comments were made.

9. OVERVIEW & SCRUTINY WORK PROGRAMME

- 9.1 The Committee received the report which outlined the work programme for the committee

There will be an Affordable Housing Programme presentation at the February meeting which will include the issue of accessible housing.

The Chair of the Climate Change Commission is to be invited to the March meeting. The timing of this may need to be reviewed.

There will be a presentation on the University of Peterborough – end of March.

10. Date of Next Meeting

- 10.1 The Committee agreed that the next meeting would be held 24 Feb at 11.00 am at Cambridge City Council.

The meeting closed at 12.24



Agenda Item 4

QUESTIONS FROM OVERVIEW & SCRUTINY COMMITTEE TO THE COMBINED AUTHORITY BOARD ON 29 JANUARY 2020

Item 1.1 Minutes of the meeting on 27 November 2019

Question

Further to Minute No 455 [Climate Change] where it states “Subject to the Board’s approval the Mayor would write to a potential chair to enable work to start as quickly as possible”, what progress has been made with the appointment of a Chair of the Independent Commission on Climate Change and what impact will the delays in recruiting a Chair have on the proposed timescales for production of its report.

Response

Discussions with potential chair candidates and potential commission members are ongoing and an announcement, including information on future timescales, will be made very soon.

Item 2.2 Combined Authority Business Plan 2020/21

Question

At page 130 the report sets out progress on key projects, where there is reference to applications for government funding when are those funding decisions expected to be made and could that information be included in future reports?

Response

We understand the Chancellor intends to hold a Budget in March and a Spending Review later in the year and expect decisions about central government funding to be linked to those fiscal events. We will continue to lobby Government where appropriate.

Item 3.2 £100k Homes Business Case

Question

To whom are the £100k homes aimed, what is the selling point for £100k homes as compared to other forms of affordable housing and what would attract individuals to the £100k scheme?

Response

By definition, the selling point of £100k homes is a home being sold to a qualifying applicant for £100,000 and that will be 100% home ownership.

The scheme is for one bed properties and it is an opportunity for an individual to enter the property market and build equity in their home. Other products such as shared ownership would require both a mortgage and rent. They will be aimed mainly, although not exclusively, at first time buyers and will be protected by covenant to ensure that they cannot be rented out or sold on at a significant profit.

The allocation criteria is currently being worked up, but will be based on the principle of local people in local employment. We anticipate a huge demand from people being able to buy their own home for £100k and would urge Planning Authorities to include £100k Homes in their plans.

Item 4.1 Local Transport Plan

Question

Given the consultation responses from members of the public about climate change, please can you highlight where those responses have resulted in changes to the approach or contents of the Local Transport Plan proposed for adoption?

Response

Climate change has been afforded a high priority within the Local Transport Plan (LTP). A key objective of the LTP is reduce emissions to 'net zero' by 2050 to minimise the impact of transport and travel on climate change.

The Authority aims to minimise the impact of transport and travel on climate change. We understand that climate change, a global issue, requires interventions at a local scale and by committing to a target of net zero carbon by 2050, want to ensure that Cambridgeshire and Peterborough are at the forefront of driving reductions in emissions from transport. In order to meet our overarching objective, the Authority will look to:

- Utilise new technologies as they become available to minimise the environmental impacts of transport;
- Manage and reduce transport emissions; and
- Encourage and enable sustainable alternatives to the private car including reducing the need to travel.

In addition, the Authority will look to incorporate climate resilience into the new transport network, designing infrastructure that is resilient but also easily repairable. By ensuring that the transport network is protected against human and

environmental disruptions, journey time reliability will be improved for residents, allowing better journeys across the Combined Authority.

Item 4.2 Cambridge Autonomous Metro (CAM) Core Outline Business Case - Public Consultation

Question

Why were the members of the Overview & Scrutiny Committee's CAM Metro Task & Finish Group not provided with advance copies of the consultation materials as agreed with officers?

Response

The draft consultation material is currently being prepared by the Combined Authority's consultancy team in conjunction with the Mayor's office. It is anticipated that the material will be available in early February and it will be shared with the Task and Finish Group as soon as it is available.

Item 4.3 Cambridge Autonomous Metro (CAM) Programme – Regional Arms Strategic Outline Business Case Tender Document Preparation

Question 1

The feedback on the Local Transport Plan Consultation, at Item 4.1, refers to the demand for a stop on the CAM network in East Cambridgeshire. How will that issue be developed and where would the stop be located?

Response

The requirements for the overall CAM network are subject to the usual demand forecasting and transport analysis as well as consultation with the appropriate key stakeholders and local government departments. CPCA are currently unable to answer specific questions about the specific stops and routes in East Cambridgeshire as options will be developed as part of future work on the business case for the eastern regional route. The Transport Committee have asked officers to undertake the initial procurement activities to develop the CAM regional routes later in 2020. A specification for the demand modelling for the whole of the CAM network is currently being prepared and will be shared with the Overview and Scrutiny Committee, CAM partnership Board and CAM Technology Advisory Committee in due course.

Question 2

What progress is the Combined Authority making towards identifying funding options for the CAM Metro project?

Response

The Strategic Outline Business Case reported that the CAM could be paid for through a series of funding mechanisms, which might include local contributions and dedicated revenue streams, in particular land value capture and tax increment financing. The SOBC indicated that a mixture of these will be required to cover the capital expenditure and financing requirements for implementing the CAM, and to ensure public and business confidence in the development of the scheme. As the development of the business case for the scheme progresses further, work will be done to confirm the appropriate funding and financing package to deliver the CAM. This will need support from Government, but will also include money raised through the economy of Cambridgeshire. The conclusions of that work will be reported in the Outline Business Case this summer.

Item 8.1 Motion received from Councillor Chris Boden

Question

If passed, this motion would prevent the Overview & Scrutiny Committee or its working groups meeting in Cambridge. The unanimous view of the Committee was that it was deeply disappointing that the motion does not mention public transport, that it denies the opportunity to hold meetings in the location with the best public transport links for the maximum number of local people including interested members of the public, and does so without evidence of the impact of Combined Authority meetings on air quality and congestion in Cambridge, or the effect on car mileage or carbon emissions which would be caused by holding meetings in places with poorer public transport connections.

The Committee were also concerned about the democratic deficit in not holding meetings at the offices of two of its constituent councils and that the proposal is not in accordance with the spirit of the Constitution. In those circumstances, how can the proposal be justified?

Response

Councillor Boden's motion was amended to include the continued use of the Guildhall, Cambridge for Combined Authority meetings.



| | |
|--|--------------------------|
| OVERVIEW AND SCRUTINY COMMITTEE | AGENDA ITEM No: 6 |
| 24 February 2020 | PUBLIC REPORT |

TRADING COMPANIES: SCRUTINY OF TRADING COMPANIES

1.0 PURPOSE

- 1.1 The purpose of this report is to provide the Committee with an overview of the Combined Authority Trading Companies and details of current scrutiny arrangements.

| | |
|--|--|
| <u>DECISION REQUIRED</u> | |
| FROM: | |
| Lead Officer and Author: | Rochelle White, Deputy Monitoring Officer |
| The Committee is recommended to: Note the content of this report. | |

2.0 BACKGROUND

- 2.1 On 26 September 2018 the Combined Authority Board approved the Housing Strategy. The Housing Strategy seeks to address current and potential future housing challenges facing the area, both in the next few years and the longer term through a selection of different development tools in addition to traditional grant funding.
- 2.2 The Housing Strategy recommended the Combined Authority accelerate housing delivery by establishing a wholly owned company to enable direct intervention in the housing market, which would enable the development of new homes and affordable homes in the region.

- 2.3 At its meeting on 27 March 2019 the Combined Authority Board agreed to establish a Trading Company and a Housing Development Company with the Trading Company acting as a holding company for the Housing Development Company.
- 2.4 At its meeting on 31 July 2019 the Combined Authority Board agreed the statutory documents for the two companies, to be known as Angle Holdings Limited, the Trading Company and Angle Developments East Limited, the development company. The relationship between the Combined Authority and the Companies was agreed and set out in a shareholder agreement, which includes matters reserved to the Combined Authority.
- 2.5 Angle Holdings Limited was incorporated on 5th September 2019. The Company is limited by shares and the Combined Authority is the only shareholder. The company directors are Mayor James Palmer, Dermot Pearson (Monitoring Officer), Kim Sawyer (CEO) and Brian Stewart OBE (independent chairman). Dermot Pearson is also the Company Secretary.
- 2.6 Angle Developments East Limited was incorporated on 5th September 2019 and is set up to enable the Combined Authority to deliver more affordable housing in the Combined Authority area. The Company is limited by shares and Angle Holdings Limited is the only shareholder. The company directors are Roger Thompson (Director of Housing & Development), Dermot Pearson (Monitoring Officer), Kim Sawyer (CEO) and Brian Stewart OBE (independent chairman). Dermot Pearson is also the Company Secretary.

OVERVIEW AND SCRUTINY

- 2.7 The Overview and Scrutiny Committee has the power to:
- Review and scrutinise decisions made, or other action taken on connection with the discharge of any function which are the responsibility of the Combined Authority.
 - Review and scrutinise a key decision made but not implemented and to:
 - (a) direct that a decision is not to be implemented while it is under review by the Committee, and
 - (b) recommend that the decision be reconsidered.
 - Review and scrutinise decisions made, or other action taken on connection with the discharge of any function which are the responsibility of the Combined Authority.
 - make reports or recommendations to the Combined Authority Board:
 - (a) with respect to the discharge of any functions that are the responsibility of the authority;
 - (b) on matters that affect the authority's area or the inhabitants of the area.

SCRUTINY OF THE TRADING COMPANIES

- 2.8 To date decisions relating to Angle Development East Limited have come to the Combined Authority Board and it is anticipated that decisions related to Angle Holdings Limited will be reserved to the Combined Authority Board. Given this process of decision making and as decisions relating to the companies go to the Combined Authority Board, the Overview and Scrutiny Committee can scrutinise decisions of the companies (exercising powers listed above in 2.7) as the Committee would scrutinise any other decision.
- 2.9 Should decision-making processes for the companies change, it may be necessary to implement formal arrangements for scrutiny of activities of the companies, by the Committee. This could include adopting recommended best practice models. A future paper will be presented to the Committee, as applicable.

LEGAL IMPLICATIONS

- 3.0 The regulation of Overview and Scrutiny for the Combined Authority is outlined in the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.
- 3.1 Article 7 of the Local Authorities (Companies) Order 1995 confirms that a local authority regulated company “shall provide a Member of the Council such information about the affairs of the company as the member requires for the proper discharge of his duties”. Section 14, Chapter 6 of the Constitution sets out the rights of access to documents for Members of the Overview and Scrutiny Committee.

APPENDICES

None

| <u>Source Documents</u> | <u>Location</u> |
|-------------------------|-----------------|
| None | |



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

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

PUBLISHED FRIDAY 14 FEBRUARY 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 Dermot Pearson, Interim Monitoring Officer for the Combined Authority at Dermot.Pearson@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 Dermot Pearson, Interim Monitoring Officer at Dermot.Pearson@cambridgeshirepeterborough-ca.gov.uk at least five working days before the decision is due to be made. A definition of exempt and confidential information is set out at the end of this document.

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) |
|---|--|--|------------------------|--------------------------|--|---|--|--------------------|---|
| Transport and Infrastructure Committee | | | | | | | | | |
| 1. | Wisbech Rail | Transport and Infrastructure Committee | 6 March 2020 | Decision | To summarise work on the Wisbech Rail project to date and outline next steps and to consider whether the report should be referred 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. |
| 2. | St Neots Foot and Cycle Bridge and Regatta Meadows | Transport and Infrastructure Committee | 6 March 2020 | Decision | To summarise work on the St Neots Foot and Cycle Bridge and Regatta Meadows to date and outline next steps. | 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. |
| 3. | A47 Dualling: Outcome of Strategic Outline Business Case | Transport and Infrastructure Committee | 6 March 2020 | Decision | To summarise the outcome of the A47 Dualling Strategic Outline Business Case, outline next steps 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. |
| 4. | March Area Transport Study | Transport and Infrastructure Committee | 6 March 2020 | Decision | To summarise work on the March Area Transport Study to date and the outcomes of the Option Assessment Report (OAR) and agree next key milestone. | Relevant internal and external stakeholders | 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. |
| 5. | Lancaster Way A142/ A10 Roundabout Improvements | Transport and Infrastructure Committee | 6 March 2020 | Decision | To confirm funding to support the delivery of the A10/A142 BP roundabout and the Lancaster Way roundabout to support continued investment in the Lancaster Way Enterprise Zone, and to 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. |
| 6. | Ely Area Capacity Enhancements | Transport and Infrastructure Committee | 6 March 2020 | Decision | To update the committee on progress on the Strategic Outline Business | 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 |

| 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) |
|--|--|--|------------------------|--------------------------|--|---|--|---|---|
| | | | | | Case for Ely Area Capacity Enhancements. | | | | report and relevant appendices. |
| 7. | Cambridge South Station Update: March 2020 | Transport and Infrastructure Committee | 6 March 2020 | Decision | To update the committee on progress on the Cambridge South Station development. | 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. |
| Housing and Communities Committee | | | | | | | | | |
| 8. | £100m Affordable Housing Programme Scheme Approvals – March 2020 [May include exempt appendices] | Housing and Communities Committee | 9 March 2019 | Key Decision 2020/003 | 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 |
| 9. | £100m Affordable Housing Programme (Non-Grant) i. Proposed loan to Laragh Homes, Cambridge City Squash Club | Housing and Communities Committee | 9 March 2020 | Decision | To consider a scheme that forms a part of and will require an investment from the £40m revolving fund and to make recommendations to the Combined Authority Board. | 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. |
| 10. | Communities remit of the Housing and Communities Committee | Housing and Communities Committee | 9 March 2019 | Decision | To brief the committee on its communities remit. | 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 |
| 11. | Standards for Residential Accommodation | Housing and Communities Committee | 9 March 2019 | Decision | To brief members on standards for residential accommodation and the Affordable Housing 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 |
| Skills Committee | | | | | | | | | |
| 12. | Adult Education Budget Allocations for Academic Year 2020/21 | Skills Committee | 9 March 2019 | Key Decision 2020/007 | To outline and recommend approval of Grant and Procured Funding to Providers operating within the CPCA area for the provision of Adult | 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. |

| 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) |
|--|---|--|------------------------|--------------------------|--|---|--|--|---|
| | | | | | Education Budget for academic year 2020/21. | | | | |
| 13. | Adult Education Budget Commissioning Strategy 2020/21 and Redistribution System | Skills Committee | 9 March 2020 | Key Decision 2019/055 | To consider proposals for the Adult Education Budget Commissioning Strategy 2020/21 and Redistribution System. | 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 and Finance Items | | | | | | | | | |
| 14. | Minutes of the meeting on 29 January 2020 | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To agree 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. |
| 15. | Forward Plan | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To approve the latest version of the forward plan. | 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. |
| 16. | Appointment of Monitoring Officer | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To appoint the Monitoring Officer. | Relevant internal and external stakeholders | Dermot Pearson Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |
| 17. | Designation of Scrutiny Officer | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To designate the Scrutiny Officer. | Relevant internal and external stakeholders | Dermot Pearson Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |
| 18. | Budget Monitor Update | Cambridgeshire and Peterborough Combined Authority Board | 25 March 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. |

| 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) |
|--|--|--|------------------------|--------------------------|---|---|---|--|---|
| 19. | Treasury Management Strategies 2020/21 | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To review and approve the Combined Authority's draft Capital, Treasury and Investment Strategies and Minimum Revenue Provision (MRP) Statement for 2020/21. | 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. |
| Combined Authority Decisions | | | | | | | | | |
| 20. | Community Land Trusts | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To approve the business case for Community Land Trusts in Cambridgeshire and Peterborough. | 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. |
| 21. | Market Towns Programme – Approval of Masterplans for Huntingdonshire | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Key Decision 2020/015 | To approve Market Town Masterplans for Huntingdonshire (Huntingdon, St Ives and Ramsey) | 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. |
| 22. | Innovation Body Outline Business Case | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Key Decision 2020/022 | To approve the Innovation Body outline business case. | 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. |
| BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD | | | | | | | | | |
| Recommendations from the Housing and Communities Committee | | | | | | | | | |
| 23. | £100m Affordable Housing Programme (Non-Grant) i. Proposed loan to Laragh Homes, Cambridge City Squash Club | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Key Decision 2020/012 | Requesting 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. |
| Recommendations from the Transport and Infrastructure Committee | | | | | | | | | |
| 24. | Wisbech Rail | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To summarise work on the Wisbech Rail project to date and approve next steps. | 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. |

| 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) |
|---|---|--|------------------------|--------------------------|---|---|---|--|--|
| 25. | A47 Dualling: Outcome of Strategic Outline Business Case | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Key Decision 2020/025 | To consider the outcome of the A47 Dualling Strategic Outline Business Case and approve next steps. | 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. |
| 26. | Lancaster Way A142/ A10 Roundabout Improvements | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Key Decision 2020/028 | To confirm funding to support the delivery of the A10/A142 BP roundabout and the Lancaster Way roundabout to support continued investment in the Lancaster Way Enterprise Zone. | 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. |
| Recommendation/s from the Business Board | | | | | | | | | |
| 27. | For approval as Accountable Body: Local Growth Fund Programme Management: March 2020 | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Key Decision 2020/021 | 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 |
| 28. | Business Board Governance Review | Cambridgeshire and Peterborough Combined Authority Board | 25 March 2020 | Decision | To review and approve recommended changes to the Constitution and the Assurance Framework. | Relevant internal and external stakeholders | Rochelle White Deputy Monitoring Officer | 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 |
| Skills Committee | | | | | | | | | |
| 29. | University of Peterborough – Full Business Case | Skills Committee | 27 April 2020 | Decision | To recommend the full business case for the new University of Peterborough | Relevant internal and | John T Hill | Councillor John Holdich | It is not anticipated that there will be any documents other than the |

| 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) |
|--|---|-----------------------------------|------------------------|--------------------------|---|---|--|---|---|
| | | | | | to the Combined Authority Board for approval. | external stakeholders | Director of Business and Skills | Lead Member for Skills | report and relevant appendices to be published |
| 30. | Careers Progression and Work Readiness (Hampton Academies Trust pilot) – Update Paper | Skills Committee | 27 April 2020 | Decision | To receive an update on the Careers Progression and Work Readiness (Hampton Academies Trust pilot) | 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. |
| 31. | Adult Education Budget Top Slice Review [May contain exempt appendices] | Skills Committee | 27 April 2020 | Decision | To consider a review and recommendation for the future top slice required to implement the delivery of Adult Education Budget and make recommendations to the Combined Authority Board. | 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. |
| 32. | Adult Education Budget Innovation Fund | Skills Committee | 27 April 2020 | Decision | To consider the creation of an Innovation Fund for the Adult Education Budget (AEB) and make recommendations to the Combined Authority Board. | 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. |
| 33. | Skills Strategy Delivery Plans | Skills Committee | 27 April 2020 | Decision | To report on the Delivery Plans associated to the three key interventions that underpin the Combined Authority Skills Strategy. | 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. |
| Housing and Communities Committee | | | | | | | | | |
| 34. | £100m Affordable Housing Programme Scheme Approvals – April 2020 [May include exempt appendices] | Housing and Communities Committee | 27 April 2020 | Key Decision 2020/004 | 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 |
| 35. | Housing Market Assessment Update | Housing and Communities Committee | 27 April 2020 | Non-Key | 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 | Councillor Chris Boden Lead Member for Housing | It is not anticipated that there will be any documents other than the report and relevant |

| 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) |
|---|--|--|--|--------------------------|---|---|---|--|---|
| | | | | | | | Housing and Development | | appendices to be published |
| Combined Authority Board Governance and Finance Items | | | | | | | | | |
| 36. | Minutes of the meeting on 25 March 2020 | Cambridgeshire and Peterborough Combined Authority Board | 29 April 2020 <i>[Reserve meeting date]</i> | Decision | To agree 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. |
| 37. | Forward Plan | Cambridgeshire and Peterborough Combined Authority Board | 29 April 2020 <i>[Reserve meeting date]</i> | Decision | To approve the latest version of the forward plan. | 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. |
| 38. | Budget Monitor Update | Cambridgeshire and Peterborough Combined Authority Board | 29 April 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. |
| Combined Authority Board Annual Meeting Governance Items | | | | | | | | | |
| 39. | Minutes of the meeting on 29 April 2020 | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Decision | To agree 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. |
| 40. | Forward Plan | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Decision | To approve the latest version of the forward plan. | 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. |
| 41. | Membership of the Combined Authority | Cambridgeshire and Peterborough Combined Authority | 3 June 2020 | Decision | To note the appointment of Members of Constituent Councils and appointments to the Business Board for 2020/21 (and their Substitute Members) and to appoint any Non-Constituent Members of Co-opted Members | Relevant internal and external stakeholders | Dermot Pearson Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |
| 42. | Appointments to Executive Committees, appointment of | Cambridgeshire and Peterborough | 3 June 2020 | Decision | To approve Lead Member responsibilities and appoint such executive | Relevant internal and | Dermot Pearson | Mayor James Palmer | It is not anticipated that there will be any documents other than the |

| 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) |
|-------------------|--|--|------------------------|--------------------------|---|---|---|--------------------|---|
| | Committee Chairs and Lead Members | Combined Authority | | | Committees as the Combined Authority considers appropriate, their membership and the Chair for 2020/21. | external stakeholders | Interim Monitoring Officer | | report and relevant appendices. |
| 43. | Appointment of the Overview and Scrutiny Committee | Cambridgeshire and Peterborough Combined Authority | 3 June 2020 | Decision | To appoint the Overview and Scrutiny Committee, including its terms of reference, size and allocation of seats to political parties in accordance with political balance requirements, according to the nominations received from constituent councils. | Relevant internal and external stakeholders | Dermot Pearson Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |
| 44. | Appointment of the Audit and Governance Committee | Cambridgeshire and Peterborough Combined Authority | 3 June 2020 | Decision | To appoint the Audit and Governance Committee, including its terms of reference, size and allocation of seats to political parties in accordance with political balance requirements, according to the nominations received from constituent councils. | Relevant internal and external stakeholders | Dermot Pearson Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |
| 45. | Calendar of meetings 2020/21 | Cambridgeshire and Peterborough Combined Authority | 3 June 2020 | Decision | To agree the calendar of meetings for 2020/21. | Relevant internal and external stakeholders | Dermot Pearson Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |
| 46. | Review of the new governance arrangements | Cambridgeshire and Peterborough Combined Authority | 3 June 2020 | Decision | To review the new governance arrangements introduced with effect from 1 November 2019 and agree any proposed changes to the Constitution. | Relevant internal and external stakeholders, including the Audit and Governance Committee | Dermot Pearson Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |
| 47. | Performance Monitoring Report: June 2020 | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Decision | To note performance reporting updates. | Relevant internal and external stakeholders | Paul Raynes Director of Strategy and Assurance | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices. |

| 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) |
|--|--|--|------------------------|--------------------------|--|---|--|--|---|
| | | | | | | | | | |
| 48. | Budget Monitor Update | Cambridgeshire and Peterborough Combined Authority Board | 3 June 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. |
| Combined Authority Decisions | | | | | | | | | |
| 49. | Market Towns Programme – Approval of Masterplans for East Cambridgeshire | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Key Decision 2020/018 | To approve Market Town Masterplans for East Cambridgeshire (Littleport, Ely and Soham) | 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. |
| BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD | | | | | | | | | |
| Recommendations from the Skills Committee | | | | | | | | | |
| 50. | University of Peterborough – Full Business Case | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Key Decision 2020/014 | To approve the full business case for the new University of Peterborough. | 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 |
| 51. | Adult Education Budget Innovation Fund | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Key Decision 2020/024 | To the creation of an Innovation Fund for the Adult Education Budget (AEB). | 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. |
| 52. | Adult Education Budget Top Slice Review [May include exempt appendices] | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Decision | To consider a review and recommendation for the future top slice required to implement the delivery of Adult Education Budget by the Combined Authority. | 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. |
| Recommendations from the Business Board | | | | | | | | | |
| 53. | Local Growth Fund Programme | Cambridgeshire and Peterborough | 3 June 2020 | Key Decision 2020/027 | To review the Local Growth Fund Budget and amend as required. | Relevant internal and | John T Hill, Director of | Austen Adams, Chair of the | It is not anticipated that there will be any documents other than the |

| 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) |
|-------------------|--|--|------------------------|--------------------------|--|---|--|---|--|
| | Management: June 2020 | Combined Authority Board | | | | external stakeholders | Business & Skills | Business Board Councillor John Holdich Lead Member for Economic Growth | report and relevant appendices to be published |
| 54. | Growth Service - Full Business Case [May include exempt appendices] | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Key Decision 2020/029 | To approve the Full Business Case for mobilisation of the Growth Service. | 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 |
| 55. | Local Enterprise Partnership Partnering Strategy | Cambridgeshire and Peterborough Combined Authority Board | 3 June 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 |
| 56. | Strategic Partnership Agreements: June 2020 | Cambridgeshire and Peterborough Combined Authority Board | 3 June 2020 | Decision | To recommend 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 Dermot Pearson, Interim Monitoring Officer at
Demot.Pearson@cambridgeshirepeterborough-ca.gov.uk

Your comment or query:

How can we contact you with a response?
(please include a telephone number, postal and/or e-mail address)

Name

Address

Tel:

Email:

Who would you like to respond?



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| OVERVIEW AND SCRUTINY COMMITTEE | AGENDA ITEM No: 10 |
| 24 February 2020 | PUBLIC REPORT |

OVERVIEW AND SCRUTINY WORK PROGRAMME

1.0 PURPOSE

- 1.1 To provide the Committee with the draft work programme for the Overview & Scrutiny Committee for 2019/20 municipal year and to ask the committee to comment and make suggestions.

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| <u>RECOMMENDATION</u> | |
| Lead Officer: | Dermot Pearson, Interim Head of Legal Services |
| That the Committee discuss items that they would like to be added to the work programme for the Overview & Scrutiny Committee for the 2019/20 municipal year attached at Appendix 1. | |

2.0 BACKGROUND

- 2.1 In accordance with the Constitution, the Overview & Scrutiny Committee is responsible for setting its own work programme.
- 2.2 A draft work programme which shows the items to be considered over the forthcoming year is attached at Appendix 1.
- 2.3 Members of the Committee are asked to consider and discuss the role of the Overview and Scrutiny Committee and the prioritisation of work to be included on their work programme, paying due regard to the resources available to them for the next municipal year.

3.0 APPENDICES

- 3.1 Appendix 1 – Work Programme.

Overview and Scrutiny Work Programme 2019/2020

| Meeting Date | Item | Comments |
|--|---|----------|
| 29 July 2019, Fenland District Council | Pre-meet update The Committee asked that the previous Vice-Chair of the Committee be invited to the next Overview and Scrutiny Committee pre-meet to update members on the work that he had accomplished in relation to the CAM metro | |
| | Minutes Committee to approve the minutes for accuracy from the last meeting. | |
| | Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee. | |
| Meeting Date | Item | Comments |
| 23 September 2019, Huntingdonshire District Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |
| | Public Questions | |

Overview and Scrutiny Work Programme 2019/2020

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| | Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |
| | Governance Review Kim Sawyer (CEO) to update the Committee on the Governance Review re new Executive Committees to be discussed at September CA Board. | |
| | Mayor of the Combined Authority Mayor James Palmer to attend to respond to questions submitted from the committee. | |
| | Budget Update report Committee to receive a budget update report | |
| | Project Register Committee to receive quarterly report on the project register. | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| 28 October 2019, Peterborough City Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |

Overview and Scrutiny Work Programme 2019/2020

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| | Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |
| | Update from the Task and Finish Group Chair of TFG to update the Committee members. | |
| | Governance (decision-making) Review Committee to discuss the Governance Review and examine future options and the way forward for the Committee | |
| | Mayor of the Combined Authority Mayor James Palmer to attend to respond to questions submitted from the committee. | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| 25 November 2019, Huntingdonshire District Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |

Overview and Scrutiny Work Programme 2019/2020

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| | Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |
| | Affordable Housing Update Committee requested an update on the progress of development of Affordable Housing following the meeting on the 24 th June 2019. | |
| | Budget Agreed at October O&S meeting for this to be a standing item at November, December and January meeting. | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| 16 December 2019, South Cambridgeshire District Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |
| | Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board. | |
| | Public Questions | |

Overview and Scrutiny Work Programme 2019/2020

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| | Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |
| | Transport Chair Agreed at October O&S meeting to invite the Chair of Transport and an officer to November meeting. | |
| | Budget Agreed at October O&S meeting for this to be a standing item at November, December and January meeting. | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| 27 January 2020, East Cambs District Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |
| | Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |

Overview and Scrutiny Work Programme 2019/2020

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| | Budget Agreed at October O&S meeting for this to be a standing item at November, December and January meeting. | |
| | Lead Member Role Descriptions | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| 24 February 2020, Cambridge City Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |
| | Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board. | |
| | Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |
| | Accessible Housing Briefing | |

Overview and Scrutiny Work Programme 2019/2020

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| | Trading Companies | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Committee Meetings – Lead Member Questions and Answers | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| 23 March 2020, Fenland District Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |
| | Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board. | |
| | Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |
| | Business Board Chair Requested at Chair's briefing on 8 November | |
| | The Mayor of the Combined Authority | |

Overview and Scrutiny Work Programme 2019/2020

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| | It was requested at Chair's briefing on 8 November for the Mayor to come to O&S quarterly. | |
| | CAM Programme Plan Presentation | |
| | Presentation on the University of Peterborough | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Committee Meetings – Lead Member Questions and Answers | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| 27 April 2020, Cambs County Council | Minutes Committee to approve the minutes for accuracy from the last meeting. | |
| | Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board. | |
| | Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution. | |

Overview and Scrutiny Work Programme 2019/2020

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| | Report from CAM Metro and CAM Bus Review Task & Finish Groups | |
| | Climate Change Commission Chair | |
| | Review of O&S Work To analyse and review what has gone well, what needs improvement for following year. | |
| | Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme. | |
| | Committee Meetings – Lead Member Questions and Answers | |
| | Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee | |
| Meeting Date | Item | Comments |
| May 2020, | Induction / Training – jointly with Audit & Governance Discussed with the Chair of Audit & Governance – proposal for a joint induction / training session, as was done in 2019 | |
| | University of Peterborough and the Outline Business Case At O&S meeting in January 2020 it was agreed that this item is put on the work programme. | |

Overview and Scrutiny Work Programme 2019/2020

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| June 2020, | Interim report of the Climate Commission Request made at December 2019 Chair's briefing meeting | Potentially even July or August |
| | Programme Development – Cohesion Issues O & S Committee requested the item at the meeting on 28 October 2019. | |
| | Horizon Scanning - Strategic Forward View Request made at December 2019 Chair's briefing meeting for this to be a standing item twice a year on O & S Committee Agenda (in June and December) | |
| | Powers to the Mayor | |
| Meeting Date | Item | Comments |
| December 2020 | Horizon Scanning - Strategic Forward View This to be a standing item twice a year on O & S Committee Agenda (in June and December) | |
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