



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

HUMAN RESOURCES COMMITTEE

Date: Wednesday, 27 September 2023

Democratic Services

Edwina Adefehinti
Chief Officer Legal and Governance
Monitoring Officer

15:00 PM

72 Market Street
Ely
Cambridgeshire
CB7 4LS

Fenland District Council
[Venue Address]

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 Chair Announcements

4 Minutes of the Previous Meeting

To approve the minutes of the meeting held on 26th July 2023

	Human Resources Committee Draft Minutes - 26 July 2023	3 - 5
5	Recruitment of Executive Director Place and Connectivity and Director Legal and Governance	6 - 19
6	Care Leavers Report	20 - 22
7	Date of next meeting: Friday 10th November at 11am at Huntingdonshire DC Thursday 16th November at 9am Huntingdonshire DC	

The Human Resources Committee comprises the following members:

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

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.

Mayor Dr Nik Johnson

Councillor Lucy Nethsingha

Councillor Oliver Sainsbury

Councillor Anna Smith

Clerk Name:	Anne Gardiner
Clerk Telephone:	
Clerk Email:	anne.gardiner@cambridgeshirepeterborough-ca.gov.uk



Human Resources Committee – Draft Minutes

Wednesday 26 July 2023

Venue:	Civic Suite, Pathfinder House, Huntingdon PE29 3TN	
Time:	9.00 to 10.00am	
Present:	Mayor Dr Nik Johnson Councillor Anna Smith Councillor Wayne Fitzgerald Councillor Edna Murphy	Chair and CPCA Mayor Cambridge City Council Peterborough City Council (substitute Member) Cambridgeshire County Council (substitute Member)
Apologies	Councillor Lucy Nethsingha Councillor Oliver Sainsbury	Cambridgeshire County Council Peterborough City Council

Minutes:

1	Apologies for Absence and Declarations of Interest
1.1	Apologies were received from Cllr Nethsingha who was substituted by Cllr Murphy and Cllr Sainsbury who was substituted by Cllr Fitzgerald.
2	Declarations of Interest
2.1	Cllr Smith and Mayor Dr Nik Johnson both declared an interest in respect of item 6 on the agenda as they were members of Unison.
3	Chair's Announcements
3.1	No announcements were made.
4	Minutes of the Previous Meetings.
4.1	The minutes of the Employment Committee meetings held on 14 March and 20 March 2023 were approved as an accurate record.
5	Human Resources Policies
5.1	Paul Lowes, Assistant Director of Human Resources, introduced the report which asked the Human Resources Committee to review and agree the HR Policies attached as appendices to the report. Donya Taylor, HR Business Partner, was also in attendance to comment and answer Members' questions.

5.2	<p>The following points were raised in discussion:</p> <ol style="list-style-type: none"> a) A separate piece of work exploring what more could be done to support care leavers, armed forces personnel and the disabled would be undertaken, and a report brought back to the Committee. b) Cllr Bridget Smith was thanked for highlighting the issue of neonatal leave that led to its inclusion in the Family Leave Policy. c) There were currently approximately 130 staff working at the CPCA. d) The Policies included as appendices to the report were statutory requirements and were not expected to change significantly. e) The Flexible Working Policy was concerned primarily with contractual changes to the working day whereas it was the Agile Working Policy that allowed for working at different locations. f) Members commented that Staff could benefit hugely from working in an organisation that did not have a culture of presenteeism. g) The current Agile Working Policy asked staff to come into the office for at least 1 day a week but this was not a hard and fast rule. Responsibility lay with individual line managers who could flex requirements depending on individual circumstances and the different types of work being undertaken. <p>RESOLVED:</p> <p>The Human Resources Committee unanimously resolved to:</p> <ol style="list-style-type: none"> 1. Approve the 13 HR Policies set out in the table at paragraph 3.4 of the report. <p>ACTIONS:</p> <ol style="list-style-type: none"> 1. A report detailing what more could be done to support care leavers, armed forces personnel and the disabled to be brought back to a future Committee meeting.
6	<p>Trade Unions Report</p> <p>6.1 Prior to the introduction of the report the Chair asked the legal officer to speak to the proposed changes to the recommendations and the amendments to appendix 1. A revised report had been circulated to Members the evening before and a hard copy given to Members at the meeting. These documents would also be published on the website under the meeting agenda <i>additional documents</i>. The Mayor moved a proposal to accept this updated report as the reference point for discussion and this was seconded by Cllr Smith. The Committee unanimously agreed.</p> <p>6.2 Paul Lowes, Assistant Director of Human Resources, introduced the report which recommended that the Committee approve the CPCA voluntarily recognising the 3 Trade Unions – Unison, GMB and Unite– and enters into a recognition and procedure agreement with them based on the template in Appendix 1 (subject to further amendment).</p> <p>6.3 During discussion the following comments were made:</p> <ol style="list-style-type: none"> a) Officers would meet with Trade Union representatives to finalise the agreement and take the next steps forward. b) Members commented that their past experience had shown working with Trade Unions was of great benefit for both employees and managers. c) There had been very positive conversations with the Trade Unions so far with a partnership approach taken to discussions. d) Officers suggested a change to the wording of recommendation 2, as presented in the amended report, so that it included reference to ‘consultation with the Mayor’ so that Members could be assured that only minor, rather than major changes would be made to the agreement. e) Although there had been discussions in previous years, the Chair, Mayor Dr Nik Johnson, had championed the proposal to recognise the Trade Unions and this had been the first opportunity to bring a report forward.

RESOLVED:

The Human Resources Committee resolved to:

1. Approve the CPCA voluntarily recognising the following Trade Unions: Unison, GMB and Unite.
2. Approve the CPCA entering into a recognition and procedural agreement with the Trade Unions based on the template provided in Appendix 1 and delegates authority to the Assistant Director of Human Resources, in consultation with the Mayor of the Combined Authority and the Monitoring Officer, to fine tune and finalise the specific terms of the agreement, sign the agreement and to finalise any other necessary documents on behalf of the CPCA.

7 Date of Next Meeting

7.1 The date of the next meeting was confirmed as Wednesday 4 October 2023

Meeting Ended: 9.41am



Human Resources Committee		Agenda Item
27 September 2023		5
Title:	Recruitment of Executive Director Place and Connectivity and Director Legal and Governance	
Report of:	Rob Bridge, Chief Executive	
Lead Member:	Mayor Dr Nik Johnson	
Public Report:	Yes	
Key Decision:	N/A	
Voting Arrangements:	A simple majority of Members present and voting.	

Recommendations:	
A	Approve the new Executive Director Job Descriptions/Person Specifications contained at Appendix A of this report.
B	Approve the new Director Legal and Governance (Monitoring Officer) Job Description/Person Specification contained at Appendix B of this report.
C	Approve that the Job Descriptions/Person Specifications at Appendices 1 and 2, meets the requirement in Chapter 18, rule 3.1 of the Combined Authority's Constitution.

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
x	Achieving ambitious skills and employment opportunities
x	Achieving good growth
x	Increased connectivity
x	Enabling resilient communities
x	Achieving Best Value and High Performance
	As a Director within the CPCA the successful postholder will contribute and impact across all strategic objectives.

1. Purpose

1.1	The purpose of the paper is to ask the HR Committee to agree the attached Job Descriptions/Person Specifications and approve their inclusion as meeting the requirement of Chapter 11.3.1 of the Constitution.
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2. Proposal

2.1	The proposal is to agree the duties, qualifications and experience required for the recruitment and selection of Executive Director Place and Connectivity and Director Legal and Governance.
2.2	The successful candidates will have the correct knowledge skills and experience to enable them to contribute to the organisation's leadership and delivery of all strategic objectives.

3. Background

3.1	The previous interim Chief Executive's senior structure was approved by the CA Board in September 2022 and a recruitment campaign in the first half of this year has led to the appointment of the permanent Chief Executive and two Executive Directors into the new structure. One Executive Director post is currently occupied by an interim consultant and the Statutory post of Director of Legal and Governance (Monitoring Officer) is also held by an interim. As a consequence of this approval, work now needs to progress in recruiting to these roles. To try and provide some support in progressing the recruitment we have instructed Penna, an executive recruitment agency, to assist in the process.
3.2	The Chief Executive has drawn up this statement in line with Chapter 11.3.1, which states that "where the Combined Authority proposes to recruit to a Chief Officer role the Employment Committee will draw up a statement specifying: (a) the duties of the Officer concerned; and (b) any qualifications or qualities to be sought in the person to be appointed."
3.3	To try and assist Human Resources Committee members in addressing the above requirement, two Job Description/Personal Specifications have been drafted for member consideration. The aim of the two documents is to hopefully meet the specific Constitutional requirement identified above.
3.4	Discussions have been held with the Authority's interim Monitoring Officer who has confirmed that this requirement can be discharged if the Committee confirms that the duties, qualifications, and qualities sought in Tier 2 officers, has been met within the Job Description/Person Specification, alternatively this Committee may choose to delegate this responsibility to officers.

4. Appendices

4.1	Appendix A - Executive Director Place and Connectivity, Job Descriptions/Person Specifications
4.2	Appendix B - Director Legal and Governance (Monitoring Officer), Job Description/Person Specification

5. Implications

Financial Implications

5.1	The appointment to these posts will reduce costs as the interim workforce within the authority will reduce. We expect recruitment fees in the region of £24k to £35k.
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Legal Implications

6.1	The relevant parts of the Constitution relating to the appointment of chief officers are set out in the body of the report. Recruitment will take place in accordance with the Combined Authority's Human Resources policies.
Public Health Implications	
7.1	None
Environmental & Climate Change Implications	
8.1	None
Other Significant Implications	
9.1	None
Background Papers	
10.1	None

ROLE PROFILE

Role title:	Executive Director Place and Connectivity
Reports to:	Chief Executive
Accountable for:	Place and Connectivity including Transport, Housing, Digital Connectivity and Strategic Planning

Working for our organisation

The Combined Authority was established in 2017 with a vision to make Cambridgeshire & Peterborough the leading place in the world to learn, live and work. We are committed to our values of leading with **compassion**, working **cooperatively**, and serving our **community**.

We have six keys to deliver sustainable growth which underpin our [overall work programme](#) which are anchored in the Devolution Deal and a refreshed operating model which will deliver against the following principles:

- Relentless focus on performance, accountability and transparency
- Evidence based and value driven
- Future facing, enabling us to shape and harness opportunity
- Recognises corporate skills and expert specialisms
- Whole system approach to delivery
- Culture which enables our people to aspire, thrive and flourish
- Consistent, visible leadership
- Proactive, collaborative approach to partnership working

This role is an integral part of the organisation and through authentic, strong and visible leadership will deliver against the above.

The key areas of responsibility will include transport, housing, digital connectivity, and strategic planning. The postholder will work closely with the Chief Executive Officer, Board and Thematic Committees in relation to key areas of responsibility.

Our overall work programme is ambitious and focused on the future to deliver tangible, sustainable and lasting change for our communities within a robust governance framework.

Main accountabilities of the role

Specific

- Ensures the customer is at the heart of all transport matters, working to ensure continuous performance improvement.
- Provides challenge and rigour to ensure that Cambridgeshire and Peterborough has a best in class, innovative transport system.
- Acts as the single point of accountability for all Transport related matters, delegating as appropriate to other officers as required, and deputising for the CEO as appropriate.



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- Ensures successful delivery of Transport related initiatives, including:
 - The development of transformative evidence-based policies, strategies & interventions and securing of funding where needed, to create an efficient, sustainable and effective transport system.
 - Leadership of the Local Transport and Connectivity Plan, its preparation, implementation, evidence base and review.
 - Determining the overall strategic investment strategy for transport in the region.
 - Oversight of the delivery of transport investment projects which continue to meet the Combined Authority's strategic priorities.
 - Responsible for ensuring the public transport system meets the needs of Cambridgeshire and Peterborough.
 - Leads and delivers Bus Reform across Cambridgeshire and Peterborough.
 - Accountable for transport's role in carbon reduction and environmental sustainability and safety.
- Manages external relationships and supports partnership working at an Executive level for cross-cutting transport interests.
- Advises the Authority (and its Boards) on the effective discharge of its powers & responsibilities.
- Provide corporate leadership as part of CMT on devolution discussions, taking a lead role for those areas within the Executive Director's areas of responsibility.
- Strategic leadership for delivering net zero ambitions and targets for the Combined Authority, working with teams across the organisation, and as an enabler and convenor for addressing climate change priorities across the C&P.
- Responsibility for preparation of the Local Nature Recovery Strategy, working in partnership with Cambridgeshire County Council and Natural Cambridgeshire and reporting as necessary to the Board and to Government.
- Oversee the management of the affordable housing and housing loans programme to ensure delivery of spend and outcomes set by the Board, and as a strategic leader in overcoming obstacles to housing growth, in particular the delivery of affordable housing.
- To provide strategic leadership for the Combined Authority and partners on planning, property and infrastructure issues as they affect the achievement and delivery of the Combined Authority's growth ambitions, programmes and projects.
- Lead the work on the Infrastructure Delivery Framework and work with local authorities and infrastructure providers to overcome barriers to growth through innovative policy or funding initiatives.
- Strategic Lead for Connecting Cambridgeshire, ensuring that digital strategy delivers against the Combined Authority's corporate objectives.



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- To support the Chief Executive and other Executive Directors to deliver the aspirations and outcomes contained within the Combined Authority corporate plan and associated strategies.
- Shape and deliver the objectives of the service to support the Combined Authority in achieving its vision.
- Take a proactive corporate role in the leadership of the organisation, including participation and delivery as part of the Corporate Management Team.
- Promote partnership working across the organisation and demonstrate the CIVIL (Collaboration, Integrity, Visionary, Innovation and Leadership) values and behaviours at all times.
- Influence, develop and motivate your team, taking a positive approach to their development at all times.

Corporate

- Provide strategic and timely advice and support to the Mayor, Combined Authority Board and Thematic Committees.
- Responsible as a member of the senior leadership team for consistent and visible leadership across the organisation, creating an environment where teams can aspire, flourish, thrive and perform.
- Ensure the Combined Authority's policy, people, financial and systems functions relevant to service areas are fit for purpose and meet all statutory requirements and enabling the Combined Authority to operate effectively and efficiently. Including adherence to the Combined Authority's Assurance Framework across all activities and programmes.
- To facilitate the identification and compliance with EDI improvements/changes across all services and service delivery, giving due regard to the requirements of the Public Sector Equality Duty when carrying out duties and functions/activities.
- Ensure delivery of quality, consistent, compliant and value for money services.

Leading people

- Provide visible leadership to the Place and Connectivity team.
- Create a positive and supportive learning and working environment through delegation, mentoring, and coaching of staff and promote a culture of collaboration by sharing knowledge and resources within the organisation.
- Support the development of individuals and teams to develop career pathways, ensuring a talent pipeline for the organisation.



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- Create the right working environment for your team with a solid work ethic of working towards achievement of our vision.
- Develop and demonstrate a strong performance management culture, ensuring that people are accountable for the delivery of results.
- Promote an understanding of and adherence to the Combined Authority's values by modelling appropriate behaviours and creating a corporate, collaborative and supportive environment that encourages and recognises those values.
- Ensure appropriate communication channels are in place and effective between you and your direct reports.

Portfolio of services

- Transport
- Housing
- Climate change
- Strategic Planning
- Digital strategy

This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to carry out other duties as directed by the Chief Executive that are commensurate with the level of the post. This document will also be supplemented by annual key objectives which will be set through the performance review process.

PERSON SPECIFICATION

Part one

Knowledge, experience and qualifications

- Educated or experienced to master degree/post graduate professional qualification level with supporting management training or equivalent experience
- Extensive experience of successful performing in a similar role including the provision of Place and Connectivity services in a high profile political environment
- Significant experience of applying the law in a Local Authority setting
- Demonstrates a commitment to equality, diversity and inclusion at all times
- Substantial and proven experience of operating in a senior leadership role responsible for a portfolio of services/teams
- Proven leadership and people management experience of developing high performance teams and adapting leadership style required in order for the individual and team to thrive and flourish
- Sound understanding of the corporate decision making, transport, housing & property, climate change environment in which the Combined Authority operates
- Experience of making compelling presentations and written reports for a range of audiences
- Strong political awareness and sensitivity combined with experience of providing direct advice to officers and members of a board on a range of complex issues both verbally and in writing
- Evidence of commitment to continuous professional and personal development

Part two

Skills, abilities and behaviours

- Confident communicator, able to discuss broad and complex issues with a wide range of partners/stakeholders using appropriate skills such as engagement, influencing and shaping.
- Demonstrable experience of negotiating and influencing stakeholders and partners.
- Able to develop effective working senior relationships and partnerships and drive consensus in a respectful and consistent way that builds trust and values the contributions of others.



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- Well-developed strategic and critical thinking combined with sound and timely decision making and leadership judgement.
- Agile, resilient with the ability to prioritise competing demands/deadlines and the determination to deliver.
- Demonstrable experience of successfully managing large scale budgets.
- Experience identifying and acquiring appropriate funding streams.
- Significant experience of commercial negotiation.
- Ability to:
 - work collaboratively as part of a cohesive leadership team ensuring open and effective communication
 - interpret, analyse, monitor and track information and progress and use judgement and evidence based decision making to create solutions and opportunities
 - able to communicate insights derived from the analyse of data/information to a range of audiences

Part three

Special requirements

- Able to work flexibly to fulfil the requirements of the role
- Able to attend meetings inside and outside of the region
- This is a politically restricted post as designated under the LGHA and any subsequent amendments

ROLE PROFILE

Role title: Director of Legal and Governance (Monitoring Officer)
Reports to: Chief Executive & Executive Director Resource & Performance
Accountable for: Legal, Governance, Democratic Service and Monitoring Officer

Working for our organisation

The Combined Authority was established in 2017 with a vision to make Cambridge & Peterborough the leading place in the world to learn, live and work. We are committed to our values of leading with **compassion**, working **cooperatively**, and serving our **community**.

We have six keys to deliver sustainable growth which underpin our [overall work programme](#) which are anchored in the Devolution Deal and a refreshed operating model which will deliver against the following principles:

- Relentless focus on performance, accountability and transparency
- Evidence based and value driven
- Future facing, enabling us to shape and harness opportunity
- Recognises corporate skills and expert specialisms
- Whole system approach to delivery
- Culture which enables our people to aspire, thrive and flourish
- Consistent, visible leadership
- Proactive, collaborative approach to partnership working

This role is an integral part of the organisation and through authentic, strong and visible leadership will deliver against the above.

The key areas of responsibility will include Legal, Democratic Services and Governance and Procurement. The postholder will work closely with the Chief Executive Officer in relation to organisations governance arrangements and compliance with legislation.

Our overall work programme is ambitious and focused on the future to deliver tangible, sustainable and lasting change for our communities within a robust governance framework.

Main accountabilities of the role

Specific

- Provide leadership and direction overseeing the full range of legal, governance and compliance core functions including regulatory, property and contract law, compliance oversight, external and internal governance and information governance.
- Act as the most senior legal advisor to support the Combined Authority, the Mayor and the Deputy Mayors and Head of Paid Service and S73 officer. Identifying areas of risk and liability and advising on solution focussed strategies in order to deliver the Combined Authorities priorities.



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- To support the Chief Executive and other Executive Directors to deliver the aspirations and outcomes contained within the CA corporate plan and associated strategies.
- Develop the legal model, ensuring the timely provision of high quality legal and governance services to facilitate the delivery of projects and programmes in accordance with all legal and regulatory requirements.
- Discharge the statutory duties of the Monitoring Officer functions via the leadership and delivery of all functions associated with the role, ensuring the Combined Authority fulfils its lawful obligations and statutory duties in accordance with the Combined Authorities constitution.
- Discharge the functions delegated to the Asst Chief Executive Officer Legal Governance and Monitoring Officer in the Constitution including the institution, conduct or defence of any legal proceedings or disputes.
- Shape and deliver the objectives of the service to support the Combined Authority in achieving its vision.
- Take a proactive corporate role in the leadership of the organisation, including participation and delivery as part of the Resource and Performance Management Team and the Corporate Management Team.
- Promote partnership working across the organisation and demonstrate the CIVIL (Collaboration, Integrity, Visionary, Innovation and Leadership) values and behaviours at all times.
- Influence, develop and motivate your team, taking a positive approach to their development at all times.
- Ensure the processes around data protection and GDPR meet statutory requirements and are embedded across the organisation.
- Ensure procurement advice, solutions and guidance to members/officers in accordance with the Constitution, procurement framework and relevant legislation/best practice.
- Ensure the effective administration of member level decision making processes and ensure that members are appropriately supported in fulfilling their responsibilities.

Corporate

- Provide strategic and timely advice and support to the Mayor, Combined Authority Board and Business Board Directors.
- Responsible as a member of the senior leadership team for consistent and visible leadership across the organisation, creating an environment where teams can aspire, flourish, thrive and perform.



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- Ensure the Combined Authority's legal, policy, people, financial and systems functions are fit for purpose and meet all statutory requirements and enabling the Combined Authority to operate effectively and efficiently. Including adherence to the Combined Authority's Assurance Framework across all activities and programmes.
- To facilitate the identification and compliance with EDI improvements/changes across all services and service delivery, giving due regard to the requirements of the Public Sector Equality Duty when carrying out duties and functions/activities.
- Ensure delivery of quality, consistent, compliant and value for money services.

Leading people

- Provide visible leadership to the legal, Governance and Procurement Teams.
- Create a positive and supportive learning and working environment through delegation, mentoring, and coaching of staff and promote a culture of collaboration by sharing knowledge and resources within the organisation.
- Support the development of individuals and teams to develop career pathways, ensuring a talent pipeline for the organisation.
- Create the right working environment for your team with a solid work ethic of working towards achievement of our vision.
- Develop and demonstrate a strong performance management culture, ensuring that people are accountable for the delivery of results.
- Promote an understanding of and adherence to the Combined Authority's values by modelling appropriate behaviours and creating a corporate, collaborative and supportive environment that encourages and recognises those values.
- Ensure appropriate communication channels are in place and effective between you and your direct reports.

Portfolio of services

- Member services
- Governance
- Procurement
- Legal

This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to carry out other duties as directed by the Chief Executive that are commensurate with the level of the post. This document will also be supplemented by annual key objectives which will be set through the performance review process.

PERSON SPECIFICATION

Part one

Knowledge, experience and qualifications

- Educated or experienced to master degree/post graduate professional qualification level with supporting management training or equivalent experience
- Qualified Solicitor or Barrister
- Extensive experience of successful performing in a similar role including the provision of legal and governance services in a high profile political environment
- Significant experience of applying the law in a Local Authority setting
- Demonstrates a commitment to equality, diversity and inclusion at all times
- Substantial experience of operating in a senior leadership role responsible for a portfolio of services/teams
- Proven leadership and people management experience of developing high performance teams and adapting leadership style required in order for the individual and team to thrive and flourish
- Sound understanding of the corporate decision making, constitutional and legal/governance environment in which the Combined Authority operates
- Experience of making compelling presentations and written reports for a range of audiences
- Strong political awareness and sensitivity combined with experience of providing direct advice to officers and members of a board on a range of complex issues both verbally and in writing
- Evidence of commitment to continuous professional and personal development

Part two

Skills, abilities and behaviours

- Confident communicator, able to discuss broad and complex issues with a wide range of partners/stakeholders using appropriate skills such as engagement, influencing, shaping, persuasion and negotiating
- Able to develop effective working relationships and partnerships and drive consensus in a respectful and consistent way that builds trust and values the contributions of others



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- Well-developed strategic and critical thinking combined with sound and timely decision making and leadership judgement
- Agile, resilient with the ability to prioritise competing demands/deadlines and the determination to deliver
- Ability to:
 - work collaboratively as part of a cohesive leadership team ensuring open and effective communication
 - interpret, analyse, monitor and track information and progress and use judgement and evidence based decision making to create solutions and opportunities
 - able to communicate insights derived from the analyse of data/information to a range of audiences
 - Competent in all areas of the law and the democratic process and to be able to provide clear professional advice where legal and professional standards are not met

Part three

Special requirements

- Able to work flexibly to fulfil the requirements of the role
- Able to attend meetings inside and outside of the region
- This is a politically restricted post as designated under the LGHA and any subsequent amendments



HR Committee		Agenda Item
27 September 2023		6
Title:	Care Leavers	
Report of:	HR Committee	
Lead Member:	Mayor Nik Johnson	
Public Report:	Yes	
Key Decision:	No	
Voting Arrangements:		

Recommendations:	
A	Agree that 'care experience' will be treated as if it were a Protected Characteristic under the Equalities Act 2010 in relation to HR Policies and Procedures.
B	Approve the amendment of the Combined Authority's Equality, Diversity and Inclusion HR Policy to reflect 'care experience' being treated as if it were a protected characteristic.
C	Note that officers will take a report to the CPCA Board in November to recommend a broader proposal to treat Care Experience as if it were a protected characteristic under the Equalities Act 2010 across all CPCA work and services. That report will include an action plan of activities.

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
Y	Achieving ambitious skills and employment opportunities
	Achieving good growth
	Increased connectivity
Y	Enabling resilient communities

1. Purpose

1.1	This report shares the Combined Authority's proposed approach to Care Leavers and seeks support for the recommended actions.
1.2	Why are we doing this? Care Leavers – although usually resilient – face barriers and often experience discrimination in many elements of their lives including employment and support is often inconsistent.

2. Proposal

2.1	We will clearly communicate why the CPCA are asking for Care Experienced individuals to disclose this information, explaining that they can access additional support by doing so. They will only be asked to disclose that they are a Care Experienced (and not asked for any details about their specific circumstances), in the same way that we do for those in the Armed Forces or are Disabled (under the separate Armed Forces Covenant and Disability Confident schemes).
2.2	We have already signed up to the Employer's Charter of the Care Leaver's Covenant.
2.3	We will raise awareness internally of Care Leavers through the work we are doing as part of our Equality, Diversity and Inclusion strategy. We hope to include speakers, for example through Lunch and Learn workshops.
2.4	We will work with our colleagues at Constituent Councils, to see how we can raise awareness of our initiatives and work in partnership to maximise opportunities and collaborate where possible.
2.5	The Combined Authority will recognise Care Experience as if it were a protected characteristic, when it relates to HR Policies and procedures.
2.6	We will have an Executive Sponsor that the HR Team can report to on this piece of work, including bringing a paper to Board in November.

3. Background

3.1	<p>A care experienced individual is someone who has been looked after by the Local Authority at any point, for any length of time. This includes, but is not limited to, people who:</p> <ul style="list-style-type: none">• spent time in the care of the local authority (e.g., foster care or children's home)• were 'looked after at home' under a supervision order• spent time in kinship foster care (where a friend or family member becomes the foster carer)• spent time in kinship care through a formal arrangement, recognised by a local authority. <p>For us to be able to provide support to the individual, either through existing support (for example, Care Leaver's Covenant) or in the ways outlined in the briefing note and separate HR Committee paper, the individual would need to disclose their status.</p>
3.2	Care Experienced people face significant barriers that impact them throughout their lives; despite the resilience of many Care Experienced people, society too often does not take their needs into account; Care Experienced people often face discrimination and stigma across housing, health, education, relationships, employment and in the criminal justice system.
3.3	<p>Care Experienced people are a group who are likely to face discrimination and Councils and Combined Authorities have a responsibility to put the needs of disadvantaged people at the heart of decision-making through co-production and collaboration.</p> <p>Officers propose that in relation to HR Policies and procedures, future policies made and adopted by the Combined Authority should be assessed through Equality Impact Assessments to determine the</p>

	impact of changes on people with care experience, alongside those who formally share a protected characteristic.
3.4	The Combined Authority will continue to proactively seek out and listen to the voices of Care Experienced people when developing new policies based on their views.
3.5	There was an earlier update to the HR Committee, where we confirmed what we currently offer to Care Leavers, alongside the recent sign-up to the Employer Charter.
3.6	There are further options that can be considered in the future, and as noted in Recommendation C, we will bring a report to the CPCA Board in November 2023 to recommend a broader proposal to treat Care Experience as if it were a protected characteristic under the Equalities Act 2010 across all the CPCA work and services. That report will include an action plan of activities to support Care Experienced individuals.

4. Appendices

4.1	<i>None</i>
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5. Implications

Financial Implications

5.1	None
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Legal Implications

6.1	The recognition of Care Experience as a protected characteristic by the Council does not create any enforceable rights for those who have this characteristic. It is not at present one of the protected characteristics under the Equality Act 2010, in respect of which discrimination is unlawful. In some instances, care experienced persons will also have other protected characteristics recognised under The Equality Act 2010.
6.2	Section 4 of the Equality Act 2010 sets out 9 characteristics and people with those characteristics are protected from discrimination on the grounds of those characteristics. There is no legal reason why the Combined Authority cannot add Care Experience to the list to be considered locally in its Equalities Impact Assessments. However, in the event that in any assessment there is a conflicting impact between Care Experience and any of the statutory protected characteristics, then the statutory protected characteristics must take precedence.
6.3	Any proposed positive action will need to be assessed on a case-by-case basis to ensure that it does not unlawfully discriminate against those with any of the protected characteristics breach any other legal requirements.

Public Health Implications

7.1	N/A
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Environmental & Climate Change Implications

8.1	N/A
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Other Significant Implications

9.1	N/A
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Background Papers

10.1	N/A
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