



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

OVERVIEW & SCRUTINY COMMITTEE

Date: Monday, 19 September 2022

Democratic Services

Robert Parkin Dip. LG.
Chief Legal Officer and Monitoring Officer

11:00 AM

72 Market Street
Ely
Cambridgeshire
CB7 4LS

TBC

[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 Minutes of the Previous Meeting

To approve the minutes of the meeting held on 25 July 2022 and to note the Action Log, including an update on the Bus Review.
O&S Draft Minutes 250722

5 - 12

4 Public Questions

Arrangements for asking a public question can be viewed here

- [Public Questions - Cambridgeshire & Peterborough Combined Authority \(cambridgeshirepeterborough-ca.gov.uk\)](https://cambridgeshirepeterborough-ca.gov.uk/public-questions)

5 Improvement Plan Update

Jodie Townsend, Interim Head of Governance, will deliver a presentation on the Improvement Plan report going to the CA Board meeting on 21 September. The report will be published on Tuesday 13 September and can be found here: [CMIS > Meetings](#)

6 Budget Scrutiny

Emily Butler, Head of Communications, will be in attendance to give a verbal update on the consultation timetable and framework.

7 Mayor's Question Time Topics**19 - 20****Mayor's Question Time Topics****8 Combined Authority Forward Plan**

Members allocated to monitor the activities of the Combined Authority to provide a verbal update to the committee on any areas of interest.

Forward Plan - 9 September 2022**21 - 62****9 Overview and Scrutiny Work Programme**

i) To receive work programme recommendations from the Lead Members

ii) To comment on the status of the current Work Programme

Work Programme Report**63 - 68****10 Date of next meeting:**

Monday, 17 October 2022 at Pathfinder House Huntingdon. This Mayor's Question Time session will take place from 10am until 12 noon.

The Overview & Scrutiny 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.

Councillor Michael Atkins

Councillor Dave Baigent

Councillor Andy Coles

Councillor Doug Dew

Councillor Lorna Dupre

Councillor Mark Goldsack

Cllr Geoff Harvey

Councillor Martin Hassall

Councillor Anne Hay

Councillor Amjad Iqbal

Councillor Alex Miscandlon

Councillor Richard Robertson

Councillor Alan Sharp

Councillor Aidan Van de Weyer

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



**CAMBRIDGESHIRE
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CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY – OVERVIEW AND SCRUTINY COMMITTEE

DRAFT MINUTES

Date: Monday, 25 July 2022

Time: 11:00

Location: Pathfinder House, Huntingdon

Members:

Cllr D Dew	Huntingdonshire District Council
Cllr M Hassall	Huntingdonshire District Council
Cllr L Dupre	East Cambridgeshire District Council
Cllr A Sharp	East Cambridgeshire District Council
Cllr M Atkins	Cambridgeshire County Council
Cllr S Count	Cambridgeshire County Council
Cllr D Baigent	Cambridge City Council
Cllr S Smith	Cambridge City Council
Cllr A Coles	Peterborough City Council
Cllr A Iqbal	Peterborough City Council
Cllr A Miscandlon	Fenland District Council
Cllr A Hay	Fenland District Council
Cllr G Harvey	South Cambridgeshire District Council
Cllr P Fane	South Cambridgeshire District Council

Officers:

Gordon Mitchell	Interim Chief Executive Officer
Jodie Townsend*	Interim Head of Democratic Services
Fliss Miller	Interim Associate Skills Director
Steve Clark*	SRO LGF and Market Insight & Evaluation
Rob Emery*	Business Board S151 & Dept.S73 Combined Authority
Reena Roojam	Lawyer, Combined Authority
Rob Fox	Interim Governance Officer, Combined Authority
Joanna Morley	Interim Governance Officer, Combined Authority

*denotes attendance via Zoom

1. Apologies for absence

- 1.1 Apologies were received from Cllr Goldsack, Cllr Robertson and Cllr Van de Weyer. Cllr Count attended as substitute for Cllr Goldsack, Cllr Smith attended as substitute for Cllr Robertson and Cllr Fane attended as substitute for Cllr Van de Weyer.

2. Declarations of Interest

- 2.1 No declarations of interest were made.

3. Public questions

- 3.1 No public questions had been received

4 Minutes of the Previous Meeting and Action Log

- 4.1 The minutes of the meeting held on the 13 June 2022 were approved as a correct record.
- 4.2 Cllr Hay raised the issue of the outstanding Transport Update item noted in the Action Log and queried the why the bus review had been paused but Overview and Scrutiny had not been informed of this.
- 4.3 Cllr Count queried the delay to the Climate Change item and why it had been moved from September to November, given the current press coverage on the issue, especially pertaining to the Warmer Homes Grant monies that had been handed back and the failure to install electric charging points.
- 4.4 The Chair acknowledged the concerns raised and asked that they be further discussed under the work programming agenda item.

5. Improvement Framework

- 5.1 Gordon Mitchell, Interim Chief Executive introduced the report outlining the recommendations that would be made to the Board at their meeting on Wednesday.
- 5.2 One of the proposals the paper laid out was for the CA to voluntarily undertake, with external assistance, a self-assessment exercise which would translate into the development of a comprehensive Improvement Plan. This was to reassure the Department of Levelling up Housing and Communities (DLUHC) and to avoid their further intervention and the possible appointment of Commissioners.
- 5.3 There was already a line in the Budget to pay for unforeseen issues and the Interim Chief Executive would be requesting approval by the Board that up to £750,000 of this fund be applied to the Improvement work, including the self-assessment exercise. It was highlighted at this point that if DLUHC intervened and appointed Commissioners then the CA would have to pay for them at significant cost.
- 5.4 Members welcomed Mr Mitchell to the CA and fully supported the delegations to him that were recommended in the report to enable him to deliver against the improvement plan.

- 5.5 Cllr Count asked what specific action was being taken in regard to the Mayor's office and the whistleblowing complaint as he felt that the report, in highlighting concerns about the Board behaviour, had taken the focus away from this. The Chief Executive responded that it was not the intention to omit anything in this report in relation to the safeguarding of staff. A series of safeguarding initiatives had been put in place including formal processes that had been changed and the new member officer protocol that was being introduced. Mr Mitchell also referenced his request that authority be delegated to him for a six-month period to cover the recruitment and appointment of staff so that he could immediately build the capacity of the senior management team. This recruitment of experienced officers would better support middle managers and offer an enhanced level of protection for staff.
- 5.6 Cllr Atkins expressed concerns that the use of interims was not ideal for delivering on a long-term strategic vision and that there was no sense of what would happen after 6 months. In response, the Chief Executive felt that the immediate issue was one of 'putting the fire out'. The use of interim staff would help to do this but then would go on to bring in their expertise and experience to create more stable conditions where objectives could be delivered. Prospective permanent candidates, doing their due diligence on the organisation, could then see that the tide had turned. There would be a subtle judgement on the timing of recruitment to permanent positions and this would vary for each one.
- 5.7 The actions laid out in the report, and also events happening in Government, would lead up to a natural review point in mid-September to see whether the CA was on track and whether the decisions being taken were correct.
- 5.8 In response to questions from the Committee about how Members could support the recommendations in the review of Governance and improve the ways of working, the Chief Executive reiterated that there was a role for the Mayor and all Members to help in creating the context in which good governance happened so that it happened in the right way, with the right level of information supplied at the right time, and that there was appropriate challenge. Ensuring good behaviour and respect in the different arenas should not however interfere with robust questioning and proper debate, and having clear processes in place, such as the member Officer Protocol, would help with this.
- 5.9 Jodie Townsend, the Interim Head of Governance, added that the review was about examining what barriers there were to the CA making effective decisions and that how the Board behaved was just one of several contributory factors. The review also looked at whether there were the necessary building blocks in place to allow the CA to operate effectively and the review had concluded that currently these were not in place. From a scrutiny perspective it was difficult to hold the Authority to account if there was a lack of clarity around what the objectives were. The role of O & S would therefore be very significant in scrutinising the decisions made in relation to the improvement journey. There would also be an opportunity for the Committee to have an improvement focus in all of its scrutiny activity so that it was a basis for every topic that was being reviewed.
- 5.10 Mr Townsend also commented that the Committee could look to improve the scrutiny function itself and to assess what was needed to make it easier for the Committee to undertake its role, for example, greater access to information above that already provided. Strengthening the scrutiny function could also involve looking at what the organisation was doing to improve its internal system of controls such as how it reported performance information and how reports were written for the Committee.

- 5.11 In response to a question on whether decision making would become further removed from the public if too much weight was put on the Chief Executive Group recommended in the report, Mr Townsend felt that Chief Executives could play a crucial enabling role in supporting Members to build the consensus that was currently missing.
- 5.12 From his experience of working with other Combined Authorities, Mr Townsend had identified that the CPCA lacked 'policy space' where politicians could come together and have the conversations that they were currently having at Board but which would be better had out of the public eye. Members could then disagree but also find common ground on which to develop policy.
- 5.13 The Chief Executive group could play a significant role in briefing not just the leaders but their wider organisations about what was happening in the CA. The Group could also feed in upwards on the work their individual councils were doing.
- 5.14 To address the issues raised in the letter from the External Auditor and the correspondence from DHULC, Cllr Smith spoke of the need to concentrate on the 3 priorities of Mission, Culture and Governance. He felt that the CA did not appear to have a supported and owned purpose, that changing the culture of an organisation was not a quick fix as it was so pervasive and that the Governance Review provided an excellent framework but needed a further edit to focus on the key elements of change that needed to be put in place.

RESOLVED:

The Committee noted the report and gave their support to the recommendations to the Board outlined in the report.

6. Business and Skills Update

- 6.1 Fliss Miller, Interim Associate Director for Skills introduced the report the purpose of which was to update members of the Committee on the strategic direction and performance of existing contracts within Business and Skills at the Combined Authority. Steve Clarke, SRO LGF and Market Insights & Evaluation, was also in attendance to answer members' questions
- 6.2 Ms Miller apologised that the paper was produced in haste and therefore, on review felt that some additional information could have been provided, or the information presented in a different way, that would perhaps have been helpful to Councillors.
- 6.3 Cllr Coles was concerned that the number of jobs created was very low against the forecasts shown and that there was too much focus on the many strategies rather than delivery. In response Ms Miller assured members that the individual strategies were all linked and aligned with the overarching Employment and Skills Strategy, and the Economic Growth Strategy. In addition, the number of jobs shown was perhaps being taken out of context as, for example, the Local Growth Fund was on a 10-year trajectory and the Business Board was in fact ahead of targeted performance in terms of jobs.
- 6.4 All of the data in the report was up to date and correct but Ms Miller agreed that the report could have been presented in a better way with more information behind the data.

- 6.5 It was confirmed that at Q1 of 2021/22 there was a 66% increase on apprenticeship starts compared to the previous year.
- 6.6 In terms of the Levelling Up Fund (LUF) bid an internal competition was run between the Business and Transport teams to select its preferred transport option and the Peterborough Station Quarter had been chosen. The bid totalled £48m and had been submitted.
- 6.7 Work was being done with all the colleges to establish a regional curriculum to get them to work as a system rather than individual entities so that there was not duplication of provision, and resources were used in the most effective way.
- 6.8 A piece of work that had been done on the most deprived postcodes had already been presented to the Board and would be provided for the Committee.
- 6.9 Ms Miller would also provide the Committee with specific information on the types of skills training offered to the unemployed and not looking for work but, as they were the people furthest away from work her understanding was that it would concentrate on such things as confidence building.
- 6.10 An area of specific challenge for matching a school with an Enterprise Advisor was for those schools with high levels of SEND provision but the department continuously ran a campaign to attract more advisors into the network and were working with the Department of Work and Pensions (DWP) and disability confident employers to bring people in.
- 6.11 As a Combined Authority, a number of marketing techniques were used to push information out about top-up funding in the most deprived areas but it was also the responsibility of the individual colleges, who were in receipt of the additional uplift, to target those learners.
- 6.12 For different programmes there were different things that the department could benchmark against eg. statistical neighbours or national trends and these would be brought in as part of the implementation plan for the Employment and Skills Strategy.

RESOLVED:

- a) That the Committee note the Business and Skills Update Report.

ACTIONS:

Ms Miller to provide the Committee with:

1. Information on how the relatively most deprived areas in the sub region were defined.
2. Specific information on the types of skills training offered to the 'unemployed and not looking for work' learners.

7. Budget setting Process

- 7.1 Jodie Townsend, Interim Head of Governance, introduced the report the purpose of which was to set out a proposal for consideration that would allow the Committee more involvement in the budget setting process moving forward.
- 7.2 More involvement in the budget setting would enable the Committee to add more value to the process and hopefully move the organisation into a position where it automatically factored scrutiny into its business planning process with clear roles and responsibilities outlined.
- 7.3 There was now another budgetary responsibility for Scrutiny which was making sure any budget had the ability to deliver the improvement plan.
- 7.4 Members welcomed the report and proposed that the reserve meeting date in August be used, in part, to prepare for the September meeting.
- 7.5 The Chair proposed that the Committee appoint a Lead member for Finance and Budgetary issues. Cllr Sharp had previously volunteered to undertake this role and the Committee unanimously agreed his appointment.
- 7.6 In response to the concerns expressed by Members about the timing and the lack of information in the reports received last year, Mr Townsend responded that the earlier the Committee was involved in the process the better as it would allow time to rectify any 'gaps' in the information. If the Committee still had any concerns about the information received, then these should be reported to the Board. Mr Townsend also stated that he would expect the Committee to receive all the information they required including any line-by-line review, as this could allow the Committee to develop key themes and strategic lines of enquiry.

RESOLVED:

That:

- a) The Committee agree the budget scrutiny process for 2022/23 as set out in paragraph 3.3 of the report.
- b) Cllr Sharp be appointed the Lead Member for Finance and Budgetary issues.
- c) The 26th August reserve meeting date be used, in part, to receive an early report on the budget and in preparation for further discussion on the budget at the Committee's September meeting.

8. Combined Authority Forward Plan

- 8.1 The Chair invited the Lead members to provide any updates.
- 8.2 Cllr Atkins as Lead Member for Climate Change advised the Committee that a number of Climate Change business cases would be heard at the Board meeting on Wednesday and that the LAD2 grant and Sustainable Warmth Programme, would be debated at the Board meeting in August. He suggested that these last two items, as they related to Cllr Count's concerns raised earlier in the meeting under the Action Log agenda item, be considered at the Committee's additional meeting in August, ahead of the Board meeting.

RESOLVED:

The Committee noted the Forward Plan

9. Overview and Scrutiny Work Programme

- 9.1 The Committee had commented earlier on the outstanding actions relating to Transport and Climate Change and agreed that these issues should be added to the agenda and further discussed at the additional meeting in August.
- 9.2 In Cllr Van de Weyer's absence, the Chair asked the Committee to note the Housing scoping document and for the Committee to agree to add this review to the work programme.

RESOLVED:

That:

1. The reserve meeting date of 26 August be confirmed and the following items added to the agenda:
 - Preparatory Budget Report
 - The Improvement Framework
 - Update on Warm Homes and The Local Authority Delivery Scheme (LAD2)
 - Update on the Bus Review, including the 905 Service and the DRT service
2. The scoping document for the review of the Governance of the CPCA's Housing Programme be noted and that it be added to the Work Programme.

10. Combined Authority Board Agenda

- 10.1 No questions were put forward to be asked at the CA Board this month.

11. Date of next meeting

- 11.1 Friday 26 August 2022 at 11am. Venue: Pathfinder House, Huntingdon.

Meeting Closed: 1.18pm



Overview and Scrutiny Committee Action Log

Purpose: The action log records actions recorded in the minutes of Overview and Scrutiny Committee meetings and provides an update on officer responses.

Minutes of the meeting 25 July 2022

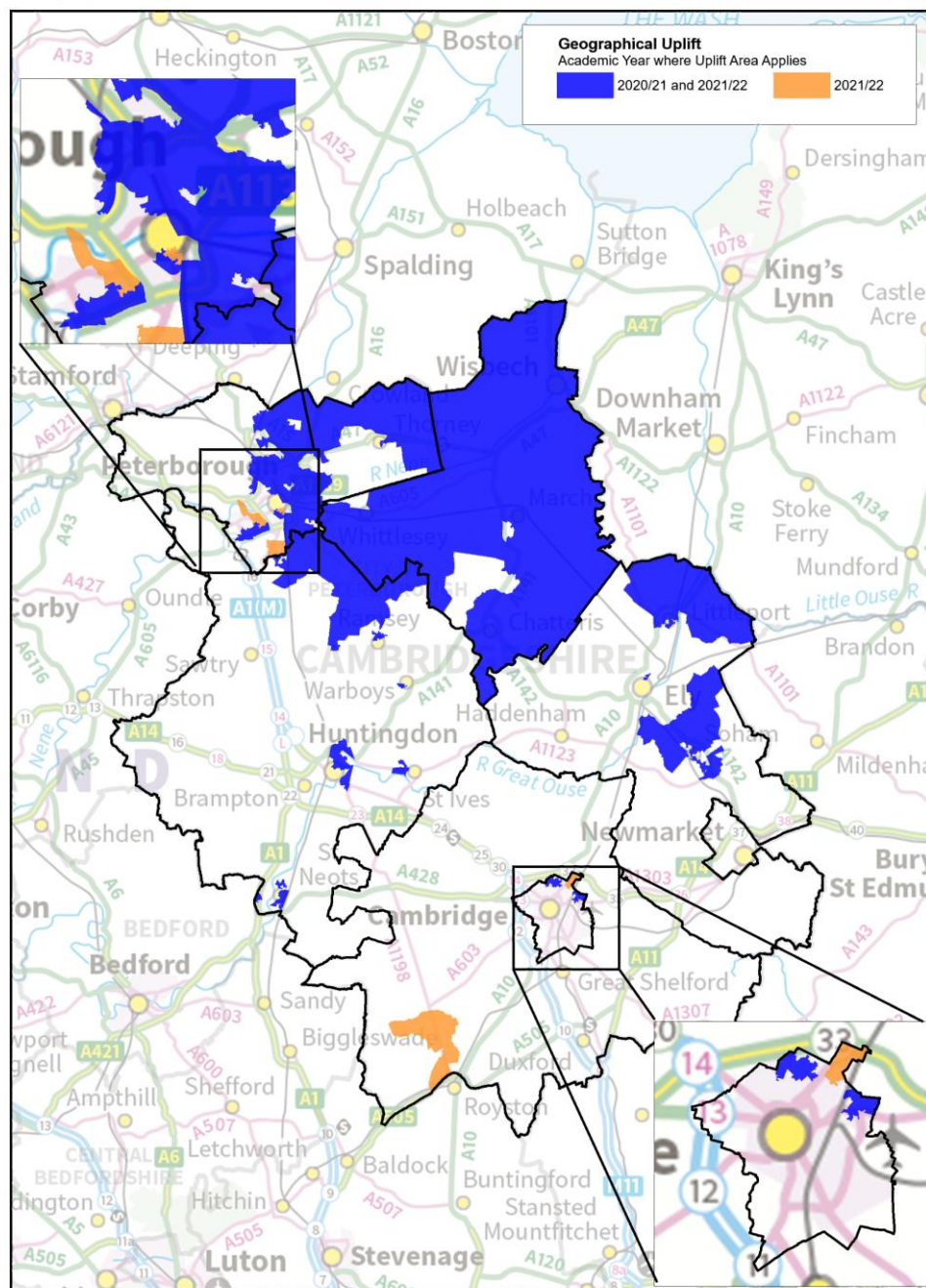
Item	Report title	Lead officer	Action	Response	Status
6	Business and Skills Update	Fliss Miller	<p>That the Committee be provided with:</p> <ol style="list-style-type: none">1. Information on how the relatively most deprived areas in the sub region were defined.2. Specific information on the types of skills training offered to the 'unemployed and not looking for work' learners.	<p>1. The Combined Authority uses the Index of Multiple Deprivation 2019 to identify the relatively most deprived areas in the sub-region. This can be viewed at the below link:</p> <p>https://cambridgeshireinsight.org.uk/deprivation/indices-of-multiple-deprivation/</p> <p>One of the local flexibilities that the Combined Authority has implemented through the devolved Adult Education Budget, is an additional funding premium of 4% for the relatively most deprived areas from the IMD 2019. (Note: This is in addition to the disadvantaged uplift in the national funding formula). We have extended this to include those LSOAs which fall into: Top 30% nationally most relatively deprived nationally and the top 40% most relatively deprived for the <u>adult skills measure</u> nationally. A map is included below to show the areas eligible for the local funding premium. This additional funding is to encourage providers to reach learners from the relatively most deprived areas and provide funding for additional resources to support them.</p> <p>2. There are a wide and diverse range of learning opportunities and courses available for adults who are unemployed and not looking for work. As this category covers a large and diverse</p>	

Item	Report title	Lead officer	Action	Response	Status
				cohort, take-up of opportunities will be based on individual needs and interests. For instance, the cohort could include someone with learning difficulties or disabilities, medical conditions, caring responsibilities, retired or 19–24-year-olds looking to enter into HE rather than employment. Courses are available from pre-entry level to level 3 across our FE colleges, Institutes of Adult Learning and training providers. This could be delivered in-person at a college, a training centre, a community venue or delivered on-line. Learners can search for opportunities using our 'Find A Course' tool: Search for courses Cambridgeshire & Peterborough Growth Works With Skills	

Minutes of the Meeting – 25th October 2021

5	Transport Update	Mayor Johnson/ Oliver Howarth	Mayor to provide more information on the Bus Review, including the 905 service and the DRT service.	Update on the Bus Review scheduled for the meeting on 26.08.22	Closed
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Cambridgeshire and Peterborough Combined Authority Geographical Uplift Areas



UPDATE ON CPCA BUS REVIEW

Compiled by Cllr Anne Hay, Rapporteur for the Bus Reform Review
Information provided by Oliver Howarth, Bus Strategy Manager

The bus review has spread into other topics over time as new government policies have appeared, waxed and waned.

Franchising

We prepared a full Treasury Green Book report on Franchising but the independent auditor concluded that the financial risks of franchising as applied to a Covid type situation created too high a risk for a young LTA like CPCA (as we don't have many assets to balance our books). This caused Franchising to be paused. However, we are considering three options:

- a) to continue franchising with funding from the City Access Strategy in order to make it easier to replace existing bus services with new CSET/C2C services;
- b) to move away entirely from franchising and create a legally-binding Enhanced Partnership (EP) between CPCA, the bus operators and local stakeholders; or
- c) a compromise between the two – an overall EP with some franchised areas.

There are several options under active consideration. A Bus Operators Forum has been set up and has been meeting regularly in preparation for the possibility of setting up an EP.

Covid impact

Our bus services were badly damaged by Covid.

Bus patronage across COPA is still down 24% compared to pre-Covid.

Concessionary passenger journeys are down 42% and there is little sign of any improvement.

Effectively many routes are running at a large loss subsidised by the DfT. Although Government has provided two packages of support funding, the first (CBSSG) ended last year and the second (Bus Recovery Grant or BRG) ends in September 2022 from which point the Treasury expects all bus services to be self-supporting. In reality, only a part of our network will be self-supporting. Probably most Cambridge Citi services, Park & Ride, BusWay and Peterborough Citi services will support themselves, but the other bus routes linking our market towns may be at risk.

ZEBRA (Zero Emission Buses)

On a positive note we are acquiring 30 state of the art all-electric double-deckers with the cost spread between Stagecoach, DfT, CPCA and GCP. These are due to be delivered around Xmas for use on Cambridge Park & Ride services to reduce emissions in the city centre. All will be based at Stagecoach's Cowley Road bus depot; there will also be a top up charger at Babraham Park & Ride site fuelled by the new solar farm being built there.

So far as we can tell from DfT we seem to be ahead of the other Zebra bidders from around the country.

New Peterborough depot

The same ZEBRA scheme could not be rolled out to Peterborough due to the age and inconvenience of Peterborough's only bus depot and our wish to open the bidding for zero emission buses to all operators, not just Stagecoach. A proposal was approved by CPCA Board at their meeting on 27 July 2002 to spend £40k on an investigation into how best to structure ownership, operation and funding. This work will inform the development of future depots as well.

BSIP

As part of Bus Back Better, all Local Transport Authorities were required to write and submit a Bus Service Improvement Plan (BSIP) 10 months ago. We wrote an ambitious plan, involving better services connecting our market towns and widespread use of Demand Responsive Transport (DRT) in rural areas; franchising of services to ensure we could build and fund new services without the incumbent bus operators having a veto; and, building on our successful ZEBRA bid, a large purchase of further zero emission buses to meet the Independent Climate Commission for Cambridgeshire (ICCC) ambitions. We were therefore very surprised to be allocated none of the BSIP funds. In fact, 60% of LTAs received no BSIP funds. Two causes have subsequently been discovered:

- 1) in DfT's view we had insufficient commitment to road charging, active travel and bus priority schemes in our area; and
- 2) the DfT subsequently applied a deprivation index score to each BSIP submitted and given our high overall growth, this meant that the money tended to be allocated in the north of England rather than to us.

We are preparing a new BSIP for submission later in the year.

New bus services

We have tried various experimental services – the diversion of the X5 via Cambridge Science Park was potentially a great success but was stymied by most of the 7000 employees there switching to working from home. An experimental orbital bus in Peterborough has failed to carry significant numbers, demonstrating that such services don't meet significant traffic flows. However, the tinging DRT service in west Huntingdonshire has shown better growth than anticipated and has reached out to a new, younger demographic of transport users – it is currently being retendered.

Latest developments

In the meantime, however, the bus industry is struggling at all levels to deal with:

- Covid-caused reductions in passenger revenues,
- the end of Bus Recovery Grant by DfT and
- the massive increase in fuel costs (about £6m pa across our area).

We consider it probable there will be significant reductions of commercial bus services this coming autumn and if this happens we will struggle to easily replace missing services. We are pressing Stagecoach for details of their intentions.



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 9

Report title: Mayor's Question Time - Topics

To: Overview and Scrutiny Committee

Meeting Date: 21 September 2022

Public report: Yes

From: Joanna Morley
Governance Officer

Recommendations: The Overview and Scrutiny Committee is recommended to:

- a) Discuss and agree the topics for the Mayor's Question Time scheduled for October 17, 2022

Voting arrangements: Simple majority of all members

1. Purpose

- 1.1 To request the Overview and Scrutiny Committee discuss the topics for questions for the Mayor's Question Time scheduled for October 17, 2022.

2. Background

- 2.1 One of the recommendations from the Centre for Governance and Scrutiny review into the Overview and Scrutiny Committee's arrangements was the programming of a regular and general Mayor's Question Time to allow high profile, direct holding to account of the Mayor.
- 2.2 The Committee received and agreed the format for the Mayor's Question Time at their meeting of 27 September 2021 and it stated that the Committee would agree the topics to be covered, at the meeting held before the session takes place.
- 2.3 Members of the Committee are invited to discuss their preferences for topics and then submit questions on these areas to the Scrutiny Officer.

- 2.4 The Committee are requested to consider the following during their discussions:
- a) That members are realistic in the number of questions submitted – although there is currently no limit set for the number of questions submitted, the Committee are asked to be mindful that the session is due to last an hour with additional time if required.
- 2.5 Any duplicated questions or similar questions will be grouped together – with the Chair and Vice Chair having final decision on these; members who have submitted the questions will be consulted and advised on how the Chair and Vice Chair have chosen to handle the questions.
- 2.6 The final list of questions in the order in which they will be asked will be circulated to the O&S Committee one week before the session.
- 2.7 **The deadline for submitting questions for the Mayor's Question Time is the 3 October 2022 at 12pm.**

3. Financial Implications

- 3.1 None

4. Legal Implications

- 4.1 None.

5. Appendices

- 5.1 None

6. Background Papers

- 6.1 [CfGS Report](#)

- 6.2 [Mayor's Question Time Format proposal – September O&S Committee](#)

Cambridgeshire and Peterborough Combined Authority Forward Plan of Executive Decisions

Published 9 September 2022

The Forward Plan is an indication of future decisions. It is subject to continual review and may be changed in line with any revisions to the priorities and plans of the CPCA. It is re-published on a monthly basis to reflect such changes.

Purpose

The Forward Plan sets out all of the decisions to be taken by the Combined Authority Board, Executive Committees or by way of a Mayoral Decision Notice in the coming months. This makes sure that local residents and organisations know what 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 and update reports

For transparency, the Forward Plan also includes all non-key decisions and update reports to be considered 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 [Edwina Adefehinti, Deputy Monitoring Officer](#) for the Combined Authority.

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 [Edwina Adefehinti, Deputy Monitoring Officer](#), at least five working days before the decision is due to be made.

Substantive changes to the previous month's Forward Plan are highlighted for ease of reference. An accessible version of the information contained on the Forward Plan is also available on request from [Democratic Services](#).

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.

Standing items at Executive Committee meetings

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. Affordable Housing Programme Loans Update
2. Affordable Housing Programme – Update on Implementation

Skills Committee

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

Transport and Infrastructure Committee

1. Performance and Finance Report

Housing and Communities Committee – 12 September 2022

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
1.	24 High Street, Wisbech	Housing and Communities Committee	12 September 2022	Key Decision 2022/048	To consider making a grant for six one-bedroom affordable housing units inside a vacant property on Wisbech High Street, within a conservation area, to regenerate the High Street and increase footfall.	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Lewis Herbert Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices.
2.	Devolved funding to support community housing initiatives	Housing and Communities Committee	12 September 2022	Decision	To consider proposals to allocate devolved funding to support community housing schemes and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Lewis Herbert Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices.
3.	Winding Up Angle Holdings and Angle Developments	Housing and Communities Committee	12 September 2022	Decision	To consider proposals for the winding up of Angle Holdings and Angle Developments	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Lewis Herbert	It is not anticipated that there will be any documents

	(East) (via H&CC)				(East) and make recommendations to the Combined Authority Board.			Lead Member for Housing	other than the report and relevant appendices.
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Transport and Infrastructure Committee – 14 September 2022

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
	Local Bus Service Assessment Framework [May contain an exempt appendix]	Transport and Infrastructure Committee	14 September 2022	Decision	To consider proposals on the Local Bus Service Assessment Framework and the allocation of bus subsidy following the removal of the Bus Recovery Grant and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
4.	Emerging Bus Strategy	Transport and Infrastructure Committee	14 September 2022	Decision	To consider the emerging Bus Strategy and make recommendations to	Relevant internal and external stakeholders	Steve Cox Associate Director and	Mayor Dr Nik Johnson	It is not anticipated that there will be any

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
					the Combined Authority Board.		Tim Bellamy Interim Head of Transport		documents other than the report and relevant appendices.
5.	Transforming Cities Fund	Transport and Infrastructure Committee	14 September 2022	Decision	To consider the recommended capital swaps to ensure the Transforming Cities Fund is spent in a timely manner and make recommendations to the Combined Authority Board. To provide an update on the Transforming Cities Fund (TCF), the process for future TCF decisions, and plans to review transport programme management processes.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
6.	Kings Dyke: Request to draw down Subject to Approval Funding	Transport and Infrastructure Committee	14 September 2022	Decision	To receive an update on the progress of the Kings Dyke project, consider recommendations to approve the drawdown of subject to approval funding and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
7.	Snailwell Loop (Newmarket Curve)	Transport and Infrastructure Committee	14 September 2022	Decision	To consider proposals for the release of funds to develop a business case for options to re-open Snailwell Loop (Newmarket Curve) and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
8.	Wisbech Rail Next Steps	Transport and Infrastructure Committee	14 September July 2022	Decision	To consider an update on the progress on Wisbech Rail and a funding request for next steps and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
9.	Active Travel Grant Funding	Transport and Infrastructure Committee	14 September July 2022	Decision	To note the Active Travel Grant Funding award by government and the recommendation to approve the drawdown of the funding and make recommendations to the Combined Authority Board	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
10.	E-Scooter Trial Next Steps	Transport and Infrastructure Committee	14 September July 2022	Decision	To consider an update on the e-scooter trial in Cambridge and make recommendations to the Combined	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
					Authority Board on next steps.		Interim Head of Transport		the report and relevant appendices.
11.	Peterborough Junction 3	Transport and Infrastructure Committee	14 September July 2022	Decision	To consider recommendations to approve advance funding on active travel aspects through the drawdown of funds and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
12.	Fengate Phase 1	Transport and Infrastructure Committee	14 September July 2022	Decision	To consider recommendations to approve advance funding on active travel aspects through the drawdown on funds and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
13.	March Area Transport Scheme: Drawdown on funds for Active Travel	Transport and Infrastructure Committee	14 September July 2022	Decision	To receive an update on the Full Business Case, consider recommendations to approve drawdown on funds for active travel (walking and cycling) and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

Combined Authority Board – 21 September 2022

Governance items

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
14.	Combined Authority Board Membership	Cambridgeshire and Peterborough	21 September 2022	Decision	To note a change in Cambridge City Council's	Relevant internal and	Edwina Adefehinti Deputy	Mayor Dr Nik Johnson	It is not anticipated that there

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
	Update September 2022 New item	Combined Authority Board			substitute member of the Combined Authority Board.	external stakeholders	Monitoring Officer		will be any documents other than the report and relevant appendices.
15.	Annotated Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Edwina Adefehinti Deputy Monitoring Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
16.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	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	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
									the report and relevant appendices to be published.
17.	Independent Remuneration Panel Report	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To consider the recommendations of the Independent Remuneration Panel in relation to the Mayor's allowance.	Relevant internal and external stakeholders	Edwina Adefehinti Deputy Monitoring Officer	Councillor Edna Murphy Lead Member for Governance	It is not anticipated that there will be any documents other than the report and relevant appendices.
18.	Interim Chief Executive's Diagnosis: Improvement Framework	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To share with CA Board the Chief Executive's diagnosis assessment of the Cambridge and Peterborough Combined	Relevant internal and external stakeholders	Gordon Mitchell Interim Chief Executive	Councillor Edna Murphy Lead Member for Governance	It is not anticipated that there will be any documents other than the report and

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
					<p>Authority (CA) which the self-assessment exercise, completed following the Board meeting on 27 July 2022, helped inform.</p> <p>To seek approval for the Interim Chief Executive's proposals for an outline Improvement Plan that sets out the key areas of focus and outcomes required arising from the self-assessment exercise.</p> <p>To seek approval for the</p>				relevant appendices.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
					arrangements and membership for an Improvement Board to provide support and challenge to ensure identified areas of improvement are delivered and embedded.				
	Outcome of Improvement Framework Self-Assessment Exercise [May contain exempt appendices]	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To provide the Board with a diagnosis of the Combined Authority by the Interim chief Executive in follow-up to the Improvement Framework agreed by the Board in July 2022.	Relevant internal and external stakeholders	Gordon Mitchell Interim Chief Executive	Councillor Edna Murphy Lead Member for Governance	It is not anticipated that there will be any documents other than the report and relevant appendices.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
	Incorporated into the item above								
	Local Improvement Agenda Incorporated into the item above	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To agree the terms of reference and membership of the Local Improvement Board.	Relevant internal and external stakeholders	Gordon Mitchell Interim Chief Executive	Councillor Edna Murphy Lead Member for Governance	It is not anticipated that there will be any documents other than the report and relevant appendices.
	Progress Against Devolution Deal Commitments Removed	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To provide a six-monthly update on progress with the Devolution Deal.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
19.	Minutes of the Extraordinary meeting on 20 May 2022* *Contains exempt information [see below]	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To approve the minutes of the meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
20.	Minutes of the meeting on 27 July 2022* *Contains exempt information [see below]	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To approve the minutes of the meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
21.	Minutes of the meeting on 31 August 2022* and Action Log	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To approve the minutes of the previous meeting and review the action log.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
	*Contains exempt information [see below]								other than the report and relevant appendices.

* These minutes contain information which is exempt from publication under Part 1 of Schedule 12A of the Local Government Act 1972, as amended, in that it would not be in the public interest for this information to be disclosed (information relating to an individual; information which is likely to reveal the identity of an individual; information relating to the financial or business affairs of any particular person (including the authority holding that information)). The public interest in maintaining the exemption is deemed to outweigh the public interest in publication.

Combined Authority Board Decisions

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
22.	Climate Commission	Cambridgeshire and Peterborough	21 September 2022	Key Decision 2022/033	To approve the Business Case for revenue	Relevant internal and	Gordon Mitchell	Councillor Bridget Smith	It is not anticipated that there

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
		Combined Authority Board			support to the Independent Commission on Climate and approve £50k per annum from Climate Commission subject to approval line in the medium-term financial plan (MTFP).	external stakeholders	Interim Chief Executive	Lead Member for the Environment and Climate Change	will be any documents other than the report and relevant appendices to be published.
	Climate and Strategy Business Cases September 2022 Removed	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/038	To approve climate and strategy business cases and funding from the subject to approval line in the medium-term financial plan.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Councillor Bridget Smith Lead Member for the Environment and Climate Change	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
23.	Market Towns Programme Financial Update September 2022	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/043	To approve updated expenditure profiles for projects under the existing CPCA Market Towns Programme.	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

Recommendations from the Transport and Infrastructure Committee

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
	Local Bus Service	Cambridgeshire and Peterborough	21 September 2022	Key Decision 2022/036	To consider and approve the Local Bus	Relevant internal and	Steve Cox Associate Director	Mayor Dr Nik Johnson	It is not anticipated that there

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
	Assessment Framework [May contain an exempt appendix]	Combined Authority Board			Service Assessment Framework for the allocation of bus subsidy following the removal of the Bus Recovery Grant.	external stakeholders	and Tim Bellamy Interim Head of Transport		will be any documents other than the report and relevant appendices.
24.	Emerging Bus Strategy New item	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To consider the emerging Bus Strategy.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
25.	Transforming Cities Fund	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/035	To consider and approve the recommended capital swaps to ensure the	Relevant internal and external stakeholders	Steve Cox Associate Director and	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
					Transforming Cities Fund is spent in a timely manner.		Tim Bellamy Interim Head of Transport		other than the report and relevant appendices.
26.	Kings Dyke: Request to draw down Subject to Approval Funding	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/025	To receive an update on the progress of the Kings Dyke project and consider recommendations to approve the drawdown of subject to approval funding.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
27.	Wisbech Rail Next Steps	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/014	To provide an update on the progress of Wisbech Rail and seek funding approval for next steps.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
									relevant appendices.
	Snailwell Loop (Newmarket Curve) Removed	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To approve the release of funds to develop a business case for options to re-open Snailwell Loop (Newmarket Curve).	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
28.	Active Travel Grant Funding	Combined Authority Board	21 September July 2022	Key Decision 2022/040	To note the Active Travel Grant Funding award by government and consider a recommendation to approve the drawdown of the funding.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
29.	E-Scooter Trial Next Steps	Cambridgeshire and Peterborough	21 September 2022	Decision	To consider an update on the e-scooter trial in	Relevant internal and	Steve Cox Associate Director	Mayor Dr Nik Johnson	It is not anticipated that there

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
		Combined Authority Board			Cambridge and approve next steps.	external stakeholders	and Tim Bellamy Interim Head of Transport		will be any documents other than the report and relevant appendices.
30.	Peterborough Junction 3	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/044	To consider recommendations to approve advance funding on active travel aspects through the drawdown of funds.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
31.	Fengate Phase 1	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/045	To consider recommendations to approve advance funding on active travel aspects through the drawdown on funds.	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
							Head of Transport		relevant appendices.
32.	March Area Transport Scheme: Drawdown on funds for Active Travel	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/046	To receive an update on the Full Business Case and consider recommendations to approve drawdown on funds for active travel (walking and cycling).	Relevant internal and external stakeholders	Steve Cox Associate Director and Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

Recommendations from Skills Committee

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
33.	Adult Education Budget Contract Awards for 2022-23 and Multi-year Funding allocations for Grant holders	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/013	To approve Adult Education Budget Contract Awards for 2022-23 and delegate authority to enter into contracts. and Multi-year Funding allocations for Grant holders.	Relevant internal and external stakeholders	Fliss Miller Interim Associate Skills Director	Councillor Lucy Nethsingha Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
34.	Multiply adult numeracy programme: Grant and Contract Awards	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/042	To approve the Multiply grant funding allocations to Further Education providers and the programme management approach.	Relevant internal and external stakeholders	Fliss Miller Interim Associate Skills Director	Councillor Lucy Nethsingha Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
35.	Addressing Further Education 'Cold-Spots' in East Cambridgeshire and St Neots	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/047	To approve a new budget-line for 'Addressing Further Education Coldspots Projects - East Cambs and St Neots' and the allocation of £4.8m from Gainshare over three years and approve draw-down of £225,000 to procure consultants to develop the Business Cases.	Relevant internal and external stakeholders	Fliss Miller Interim Associate Skills Director	Councillor Lucy Nethsingha 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 Housing and Communities Committee

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
36.	Winding Up Angle Holdings and Angle Developments (East) (via H&CC)	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To consider proposals for the winding up of Angle Holdings and Angle Developments (East).	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Lewis Herbert Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices.
37.	Devolved funding to support community housing initiatives New item	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To consider proposals to allocate devolved funding to support community housing schemes.	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Lewis Herbert Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices.

Recommendations from the Business Board

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
38.	Recycled Local Growth Fund (LGF) Project Proposals – Category 2 Call: Produce Hub	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Key Decision 2022/022	To approve LGF Recycled Funding Proposals received under the Category 2 funding call: Produce Hub. and a project change request relating to the Medtech Mega Factory project.	Relevant internal and external stakeholders including Skills Committee	Steve Clarke Senior Responsible Officer Local Growth Fund and Market Insight and Evaluation	Alex Plant Chair of the Business Board	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
39.	Enterprise Zones - Cambourne Business Park Boundary Change & Programme Update	Cambridgeshire and Peterborough Combined Authority Board	21 September 2022	Decision	To approve proposed changes to the boundary of Cambourne Business Park Enterprise Zone site, and to update members on the Enterprise Zones Programme evaluation review.	Relevant internal and external stakeholders including Skills Committee	Steve Clarke Senior Responsible Officer Local Growth Fund and Market Insight and Evaluation	Alex Plant Chair of the Business Board	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

Skills Committee 7 November 2022

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
40.	University of Peterborough, Delivery Update and Future CPCA Role	Skills Committee	7 November 2022	Decision	To note the progress of the development of the University of Peterborough, its initial and potential performance against the original business plan objectives and to consider the future role of the CPCA in the further evolution and development of the University and make recommendations to the Combined Authority Board.	Relevant internal and external stakeholders, including the Business Board	Fliss Miller Interim Associate Skills Director	Councillor Lucy Nethsingha Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
41.	University of Peterborough	Skills Committee	7 November 2022	Decision	To consider the Programme	Relevant internal and	Fliss Miller Interim Associate	Councillor Lucy Nethsingha	It is not anticipated that there

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
	Programme Business Case				Business Case for the University of Peterborough and make recommendations to the Combined Authority Board.	external stakeholders	Skills Director	Lead Member for Skills	will be any documents other than the report and relevant appendices to be published

Combined Authority Board 30 November 2022

Governance items

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
42.	Minutes of the meeting on 28 September 2022 and Action Log	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To approve the minutes of the previous meeting and review the action log.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
									other than the report and relevant appendices.
43.	Annotated Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Edwina Adefehinti Deputy Monitoring Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
44.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	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	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
45.	Approval of Procurement Policy	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To approve the Combined Authority's procurement policy	Relevant internal and external stakeholders including the Audit and Governance Committee	Edwina Adefehinti Deputy Monitoring Officer	Councillor Edna Murphy Lead Member for Governance	It is not anticipated that there will be any documents other than the report and relevant appendices.

Combined Authority Decisions

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
46.	Combined Authority Gainshare - Equity Fund	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To approve the Strategic Outline Business Case for the Growth Works Equity Fund project and outline next steps.	Relevant internal and external stakeholders	Steve Clarke Senior Responsible Officer Local Growth Fund and Market Insight and Evaluation	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker and relevant appendices.
47.	Market Towns Programme: Supporting Community-Owned Businesses and Social Enterprises in Rural Hinterlands – Full Business Case New item	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Key Decision 2022/050	To approve the full business case for the proposed 'Market Towns Programme – Supporting Community-Owned Businesses & Social Enterprises in Rural Hinterlands' programme.	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
48.	Growth Co Business Plan 2022/23 Deferred from September	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To approve the Cambridgeshire Peterborough Business Growth Company Limited (Growth Co) Business Plan 2022/23.	Relevant internal and external stakeholders	Steve Clarke Senior Responsible Officer Local Growth Fund and Market Insight and Evaluation	Alex Plant Chair of the Business Board	It is not anticipated that there will be any documents other than the report and relevant appendices

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
									to be published

Recommendations of the Transport and Infrastructure Committee

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
49.	A16 Norwood Improvements Outline Business Case	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Key Decision 2022/042	To receive an update on the outcome of the Outline Business Case and approve next steps.	Relevant internal and external stakeholders including the Audit and Governance Committee	Steve Cox Associate Director Tim Bellamy Interim Head of Transport	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

Recommendations from the Skills Committee

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
50.	University of Peterborough, Delivery Update and Future CPCA Role	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Key Decision 2022/029	To note the progress of the development of the University of Peterborough, its initial and potential performance against the original business plan objectives and to consider the future role of the CPCA in the further evolution and development of the University.	Relevant internal and external stakeholders, including the Business Board	Roger Thompson Director of Housing and Development	Councillor Lucy Nethsingha 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.	University of Peterborough – Programme Business Case	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To approve the Programme Business Case for the University for Peterborough.	Relevant internal and external stakeholders	Fliss Miller Interim Associate Skills Director	Councillor Lucy Nethsingha	It is not anticipated that there will be any documents

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
								Lead Member for Skills	other than the report and relevant appendices to be published.

Recommendations from the Business Board

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
52.	Profile of Investments	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To note the profile of investments made by the Business Board.	Relevant internal and external stakeholders including Skills Committee	Steve Clarke Senior Responsible Officer Local Growth Fund and	Alex Plant Chair of the Business Board	It is not anticipated that there will be any documents other than the report and

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
							Market Insight and Evaluation		relevant appendices to be published
53.	Growth Works Management Review November 2022 New item	Cambridgeshire and Peterborough Combined Authority Board	30 November 2022	Decision	To monitor and review programme delivery and performance.	Relevant internal and external stakeholders including Skills Committee	Steve Clarke Senior Responsible Officer Local Growth Fund and Market Insight and Evaluation	Alex Plant Chair of the Business Board	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

Skills Committee – 9 January 2023

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
54.	ARU Peterborough Phase 3 Full Business Case New item	Skills Committee	9 January 2023	Decision	To consider proposals for the full business case relating to Phase 3, The Living Lab, of ARU Peterborough and make recommendations to the Business Board and Combined Authority Board.	Relevant internal and external stakeholders including Skills Committee	Roger Thompson Director of Housing and Development	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

Combined Authority Board – 25 January 2023

Governance items

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
55.	Minutes of the meeting on 30 November 2022 and Action Log	Cambridgeshire and Peterborough Combined Authority Board	25 January 2023	Decision	To approve the minutes of the previous meeting and review the action log.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.
56.	Annotated Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	25 January 2023	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Edwina Adefehinti Deputy Monitoring Officer	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices.

Recommendations from the Business Board

	Title of report	Decision maker	Date of decision	Decision required	Purpose of report	Consultation	Lead officer	Lead Member	Documents relevant to the decision submitted to the decision maker
57.	Local Enterprise Partnership (LEP) Review and LEP Integration Plan Deferred from November	Cambridgeshire and Peterborough Combined Authority Board	25 January 2023	Decision	To consider the outcomes of the LEP Review and the Combined Authority's LEP Integration Plan as required for submission to Government.	Relevant internal and external stakeholders	Steve Clarke Senior Responsible Officer Local Growth Fund and Market Insight and Evaluation	Alex Plant Chair of the Business Board	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
58.	ARU Peterborough Phase 3 Full Business Case New item	Cambridgeshire and Peterborough Combined Authority Board	25 January 2023	Key Decision 2022/051	To consider and approve the full business case relating to Phase 3, The Living Lab, of ARU Peterborough.	Relevant internal and external stakeholders including Skills Committee	Roger Thompson Director of Housing and Development	Mayor Dr Nik Johnson	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

FP/09/22

Comments or queries about the Cambridgeshire and Peterborough Combined Authority Forward Plan

Please send any comments or queries about the Forward Plan to [Edwina Adefehinti, Deputy Monitoring Officer](#) :

We need to know:

1. Your comment or query.
2. How we can contact you with a response (please include your name, a telephone number and your email address).
3. Who you would like to respond to your query. If you aren't sure just leave this blank and we will find the person best able to reply.



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 10

Report title: Overview and Scrutiny Work Programme

To: Overview and Scrutiny Committee

Meeting Date: 26 August 2022

Public report: Yes

From: Anne Gardiner
Scrutiny Officer

Recommendations: The Overview and Scrutiny Committee is recommended to:

- a. discuss and agree items for the work programme and their prioritisation, and to comment as appropriate on what resources may be required.
- b. Consider the scoping document received from the Lead Member for Housing for addition to the work programme

1. Purpose

- 1.1 To request that the Committee discuss and make suggestions on the suggested work programme at Appendix 1.

2. Background

- 2.1 In accordance with the Constitution, the Overview & Scrutiny Committee is responsible for setting its own work programme.
- 2.2 In considering items for their work programme the Committee are requested to take into account the guidance published by the Centre for Governance and Scrutiny (CfGS) 'Overview and scrutiny in combined authorities: a plain English guide' (Second Edition) which states:

“That where the Committee takes a rigorous approach to prioritising its work, and only placing items on the work programme where they will clearly add value, and where they relate to scrutiny’s role, the work programme will reflect that exercise.”

2.3 That guidance continues with a section on approaches to shortlisting topics which states when shortlisting topics these “should reflect scrutiny’s overall role in the authority. This will require the development of bespoke, local solutions, however when considering whether an item should be included in the work programme”. The kind of questions a scrutiny committee should consider, therefore, might include:

- Do we understand the benefits scrutiny would bring to this issue?
- How could we best carry out work on this subject?
- What would be the best outcome of this work?
- How would this work engage with the activity of the executive and other decision-makers, including partners?

2.4 Given the guidance in paragraphs 2.5 and 2.6 it is clear that the Committee should plan and manage their activities more effectively in order to ensure that there is ongoing development of the overview and scrutiny function. A key tenet of making improvements is to focus upon topic selection and produce more robust work programmes to underpin improved ways of working taking a realistic account of the resources available. Ultimately, Overview and Scrutiny Members will want to be in the position of exerting a proactive and positive influence upon what the Combined Authority does in practice.

2.5 While an agreed work programme will assist in managing committee activity, it should be recognised that unforeseen matters will arise from time to time that will affect Members’ ability to achieve the goals within an overall work programme.

3. Financial Implications

3.1 No financial implications

4. Legal Implications

4.1 No legal implications.

5. Appendices

5.1 Appendix 1 – Overview and Scrutiny Committee Draft Work Programme

5.2 Appendix 2 – Housing – Scoping Document

Overview and Scrutiny Work Programme 2022/2023

Meeting Date & Venue	Item	Comments
25th July 2022 Venue: Huntingdonshire DC		
	Minutes	
	Public Questions	
	CPCA Governance Update	
	Business & Skills Update	Fliss Miller/Alan Downton
	Budget Scrutiny Proposal	Jodie Townsend
	Housing Review – Scoping Document	Cllr Van de Weyer
	Work Programme	
Meeting Date	Item	Comments
Reserve Date 26th August 2022	Minutes	
Cancelled – Briefing Session on the Budget held instead		
	Public Questions	
	CPCA Governance Update	
	Budget Scrutiny	

Overview and Scrutiny Work Programme 2022/2023

	Update – Warm Homes Scheme / LAD2	
	Update – Bus Review (inc. 905 service and DRT)	
	Work Programme Scoping Document - Housing	
Meeting Date	Item	Comments
19th September 2022 Venue: Huntingdonshire DC	Minutes	
	Public Questions	
	CPCA Governance Update	
	Budget Scrutiny	
	Mayor's Question Time Topics	
	Work Programme	
Meeting Date	Item	Comments
17th October 2022 (RESERVE)	Mayor's Question Time	
Meeting Date	Item	Comments
28th November 2022 Venue: Huntingdonshire DC	Minutes	
	Public Questions	
	Work Programme	

Overview and Scrutiny Work Programme 2022/2023

	Budget	
	LTCP	
	Climate Change	Review of delivery of the Action Plan
Meeting Date	Item	Comments
23rd January 2023 Venue: Huntingdonshire DC	Minutes	
	Public Questions	
	Work Programme	
	Budget	
Meeting Date	Item	Comments
20th February 2023 (RESERVE)		
Meeting Date	Item	Comments
20th March 2023 Venue: Huntingdonshire DC	Minutes	
	Public Questions	
	Work Programme	

Overview and Scrutiny Work Programme 2022/2023

Meeting Date	Item	Comments
24th April 2023 (RESERVE)		
Meeting Date	Item	Comments
12th June 2023 Venue: Huntingdonshire DC	Minutes	
	Public Questions	
	Work Programme	