



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire and Peterborough Combined Authority - Overview and Scrutiny Committee

DATE: 23rd July 2018
TIME: 11:00am
LOCATION: Council Chamber, Fenland District Council, Fenland Hall, County Rd, March PE15 8NQ

Membership

Council	Member	Substitute
Huntingdonshire District Council	Cllr Doug Dew Cllr Tom Sanderson	Cllr Jon Neish Cllr Barry Chapman
East Cambridgeshire District Council	Cllr Mike Bradley Cllr Alan Sharp	Cllr Julia Huffer Cllr Chris Morris
South Cambridgeshire District Council	Cllr Philip Allen Cllr Grenville Chamberlain	Cllr Pippa Heylings Cllr Peter Topping
Fenland District Council	Cllr Chris Boden Cllr David Hodgson	Cllr Maureen Davis Cllr Sam Clark
Cambridge City Council	Cllr Mike Sargeant Cllr Markus Gehring	Cllr Katie Thornburrow Cllr Valerie Holt
Cambridgeshire County Council	Cllr Lucy Nethsingha Cllr David Connor	Cllr Lina Joseph Cllr David Jenkins
Peterborough City Council	Cllr David Over Cllr Ed Murphy	Cllr Irene Walsh Cllr Alan Dowson

AGENDA

Item no:		LEAD	PAGE
1.	Apologies To receive apologies and details of any substitute members attending.	Chair	Verbal
2.	Declaration of Interests 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.	Chair	Verbal
3.	Minutes of the meeting held on the 25th June 2018.	Chair	Page 4
4.	Community Land Trust – Presentation	Chair	Verbal
5.	Medium Term Financial Plan	Interim Strategic Finance Advisor	Page 15
6.	Review of Combined Authority Board Agenda Members to review the Combined Authority Board agenda which was published on the 17 th July 2018 and can be found here .	Chair	Verbal
7.	Member Update on Activity of Combined Authority Members allocated to monitor the activities of the Combined Authority to provide a verbal update to the committee on any areas of interest.	Members	Verbal
8.	Reconsider the Amendment to Standing Orders for the Overview & Scrutiny Committee – Public Question Scheme	Chair	Page 57
9.	Overview & Scrutiny Budget Proposal	Chair	Page 70
10.	Combined Authority Forward Plan Members to review the items on the Forward Plan and raise any items they may wish to be added to the work programme. The CA Forward Plan is regularly updated – the most recent version can be found here .	Chair	Verbal
11.	Overview and Scrutiny Work Programme	Chair	Page 72
12.	Date of next meeting: 24th September 2018 at Cambridgeshire County Council at 11am.	Scrutiny Officer	Verbal

The Combined Authority is committed to open government and members of the public are welcome to attend Overview and Scrutiny 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.

For more information about this meeting, please contact Anne Gardiner at anne.gardiner@cambridgeshirepeterborough-ca.gov.uk



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

DRAFT MINUTES

Date: 25th June 2018

Time: 11:30am

Location: East Cambridgeshire District Council

Present:

Cllr Doug Dew
Cllr Tom Sanderson
Cllr Alan Sharp
Cllr Mike Bradley
Cllr Philip Allen
Cllr Mike Sargeant
Cllr Markus Gehring
Cllr David Over
Cllr Ed Murphy
Cllr Chris Boden
Cllr David Hodgson
Cllr Lucy Nethsingha
Cllr David Connor

Huntingdonshire District Council
Huntingdonshire District Council
East Cambs District Council
East Cambs District Council
South Cambs District Council
Cambridge City Council
Cambridge City Council
Peterborough City Council
Peterborough City Council
Fenland District Council
Fenland District Council
Cambridgeshire County Council
Cambridgeshire County Council

Officers:

Kim Sawyer
Rachel Musson
Pearl Roberts
Roger Thompson
Debbie Forde
Anne Gardiner

Legal Counsel and Monitoring Officer
Interim Chief Finance Officer
Programme Manager
Director for Housing and Development
Governance Advisor
Scrutiny Officer

Mayor James Palmer also in attendance.

1. Apologies

- 1.1 Apologies received from Cllr Chamberlain, no substitute.

2. Declaration of Interests

- 2.1 No declarations of interests were made.

3. Minutes

- 3.1 The minutes of the meeting held on the 1st June 2018 were agreed as a correct record.

Cllr Boden advised the committee that he had received information from officers regarding the Land Trust Loan which had been raised at the previous meeting and was satisfied that the work being undertaken was following best practice.

Cllr Boden advised that in reference to the Key Priority themes discussed at the last meeting that he had met with the Portfolio Holder for Fiscal Strategy and that Cllr Count fully welcomed the involvement of the Overview and Scrutiny members.

- 3.2 The minutes of the meeting held on the 15th June 2018 were agreed as a correct record.

- 3.3 The Chair agreed to allow a question from Cllr Baigent from Cambridge City Council, under her discretionary powers.

Cllr Baigent asked the committee:

'The failure of the scrutiny committee to be quorate for the 'call in meeting' on the 15th June is unexplained. Without an explanation it is possible to suggest a very serious contempt of the scrutiny process by the majority party. My question is to each of those members who failed to turn up. I would like them to explain why they did not attend, if they notified their deputy (and if they did) why did their deputy did not attend and I would also like to ask them to provide a detailed account of any communications or discussions about the 'call in meeting' that they had with the mayor, his Chief of Staff, the Chief Executive, the Monitoring Officer or any other member of the combined authority staff.'

- 3.4 The Chair advised that she did not feel it was appropriate to ask each member to explain their absence and the absence of their substitute at the public meeting.

- 3.5 The Committee discussed their concerns around the call in failure due to member attendance and that it was worrying if the meeting had been inquorate due to a political stunt.

- 3.6 Members advised that as call in meetings were ad hoc it was sometimes difficult to ensure attendance for themselves or for their substitutes as it was such short notice.

- 3.7 The Committee discussed how call in's are an important power that the committee has and that it must be used effectively otherwise the Overview and Scrutiny would lose its teeth.

- 3.8 Following comments from another member, the Chair said that if there had been any involvement from officers or the Mayor's office in members' decision not to attend the call in meeting that would be of great concern and would request that the committee receive written assurance that this was not the case.
- 3.9 The Committee agreed that it was important to put the incident behind them and for the committee to operate together to ensure effective overview and scrutiny of the Combined Authority.

4. Mayor in attendance

- 4.1 The Mayor of the Combined Authority was in attendance at the meeting to answer questions from the committee members.
- 4.2 Committee members had submitted questions to the Mayor and the Director for Housing prior to the meeting and had been provided with written responses, these can be found at Appendix A.
- 4.3 The following points were discussed with the Mayor:

Committee structure:

The members queried why a committee structure was being considered and when it would be coming to the Board for a decision - The Mayor advised the Committee that a report would be coming to the July Board meeting for the members to discuss.

The Mayor felt that the committee structure was stronger and a more resilient structure than the cabinet/ executive structure.

The position for the Leaders from each constituent council to undertake the work of Portfolio Holders at the Combined Authority was a much larger demand than previously expected and it was important to consider who had the capacity to take on the work.

Any changes to leadership at the constituent councils had an immediate impact on the resilience of Portfolio Holders to continue their work for the Combined Authority. The plan was to have chairman of committees so that if a leader changed then the committee could continue its work.

The Mayor felt that the committee structure would also mean that decision making would be shared in a more democratic way.

The Mayor recognised that the structure for the Combined Authority needed to be reconsidered.

Forward plan:

A member of the committee raised a question about the publication date and items being put on the forward plan and was advised that the Combined Authority operated under the same statutory rules as any other council with regard to the forward plan, ie the forward plan had to be published 28 days before the intended decision was due to be taken but this meant that the decision could be taken on this date or could be deferred to a later date if necessary, the forward plan was

updated every month and the next statutory deadline for publication was the 27th June.

Public engagement:

Members questioned the Mayor on public engagement and whether with the ambitious timescales that the Mayor had set for projects, was public consultation factored into these timescales.

The Mayor advised that public consultations had been factored into all projects. He was always available and happy to attend meetings and be involved in public consultations and engage with the public to ensure an understanding of each project. The fast pace of the Combined Authority was possible as unlike constituent councils there was no need to apply and wait for funding to be allocated from central government for projects.

Overview and Scrutiny Call In meeting and the Mayor's views on the Overview and Scrutiny Committee.

The Mayor advised he had received a call from the Monitoring Officer to advise the call in meeting would not be quorate but had been willing to attend that morning.

Regarding the work of the committee, the Mayor stated that he believed that this committee had a great opportunity to drive change and set the pace for what could be achieved.

The Mayor was happy to attend all Overview and Scrutiny committee meetings if that was required but believed that it was up to the committee to decide how best to operate going forward.

In response to a question about funding for Task and Finish groups for the committee, the Mayor advised that it would be up to the committee to approach the Mayor when there was an area that they felt would need further investigation. He thought that the committee would have more time to scrutinise decisions or the implementation of decisions that the Board may have missed or could be improved upon and therefore the role of the Committee was incredibly important.

The Mayor's trip to Boston:

Cllr Gehring asked a question about whether the Mayor was representing himself as the Mayor for Cambridge when he was abroad and whether he was representing the Combined Authority area.

Cllr Gehring also asked about the agreement that had been signed between the Mayor and the Mayor of Cambridge, Massachusetts.

The Mayor responded that he was representing the Cambridgeshire and Peterborough area not just Cambridge and that he was not a chain wearing Mayor.

The Mayor advised that his role was to promote the area of Cambridgeshire and Peterborough and through his travels to the USA he had met numerous Mayors who represented similar areas to Cambridgeshire and that it was very important to ensure that Cambridgeshire was known on the international stage, especially with Brexit and the unknown outcomes of Brexit, it was important to have international partners who knew Cambridgeshire.

The agreement that had been signed between the Mayor and the Mayor of Cambridge Massachusetts had resulted from previous meetings held when the Mayor had travelled to Washington earlier in the year and the Mayor was happy to share the agreement that had been signed.

4.4 The Chair thanked the Mayor for answering the committees' questions.

5. Cambridgeshire and Peterborough 2030 Prospectus and the Cambridgeshire and Peterborough Four Year Plan 2018-19 -2021-22

5.1 The Committee agreed to ask questions to the Mayor on items 5 and 6 together.

5.2 The following points were discussed:

- Members asked the Mayor what modelling had been done and what was planned to carry out the objectives for doubling the economy. The Committee were advised that there was an interim report from the Economic Commission which would be finalised in September. This report showed a significant difference in growth for the area than that predicted by central government. There were three separate areas of growth in the Combined Authority area; strongest was in the Peterborough area. The Cambridge Ahead report stated that if changes weren't made than the cost of living would push the growth backwards and there was a significant risk around this. The Mayor had been tasked to build 100k new homes on top of the local plans, there was also the spatial plan.
The Mayor stated that he believed that Community Land Trusts were the key alternative way to deliver housing; the traditional model currently used was not working and new options and innovative ways of thinking were needed.
- In response to a question about Land Capture and dealing with developers to tackle the housing problems, the Mayor advised that Land Capture was the same as using Community Land Trusts and by using these, the control would rest with the trust rather than with the developer and it was very important to take out this viability and stop national developers controlling the housing market.
- Even though central government had rejected the idea of Land Value Capture, the point of the devolution deal was to create a system that would work for Cambridgeshire and Peterborough without Westminster involvement. The Mayor felt that the Combined Authority could find money through Land Value Capture to produce something fundamental.
- The funding for the St Neots Masterplan would come from the Combined Authority and it was important to note that most people in Cambridgeshire and Peterborough lived in these smaller market towns.
- The committee were advised that the process for the prospectus and four-year plan had been done in consultation with leaders and chief executive officers of each constituent council and had been approved by the Board in May. The Mayor was now presenting the prospectus and four-year plan to all councils in the area to give members an opportunity to comment. An annual review of the plan would be undertaken each year.

- The Mayor was working with the Mayor of London to get delivery of electric charging points a priority to make the change to electric cars more viable.
- It was important to recognise that there were many businesses in the Cambridgeshire and Peterborough area that needed to use the road systems; there was business traffic that used the roads to get to London and other places which could not be ignored. The biggest industry in the area was agriculture which required an improved road system.
- Most people didn't work in the centre of Cambridge and therefore an integrated transport system which would enable people to choose an easy mode of public transport to get from one side of the city to the other was necessary.
- Electric buses should be where the Combined Authority should be looking but currently the bus review was ongoing and the outcome of the review would ensure the best system was put in place.
- In response to a question about Brexit the Mayor advised that there was no certainty around the Brexit issue. This was part of the reason why the Mayor was building relationships in America to ensure that Cambridgeshire was at the front of the queue once the outcome of Brexit had become clearer. Any assessments that would be undertaken now would not give the Combined Authority a clear direction and it was better to wait before carrying out assessments on Brexit.
- Cllr Boden asked whether a Cambridgeshire and Peterborough Business Airport could be considered by the Mayor and the Mayor responded that Stanstead was the international airport that could be accessed easily by improving the infrastructure in the area.
- The Mayor advised that the Mayoral Capacity Fund was an amount of £2m to help with the running costs for the Combined Authority.
- The Mayor would be meeting with seven potential investors for the CAM system over the next couple of weeks.
- The Mayor advised that the bus subsidy power was part of the remit for the Combined Authority but these had been passed back to Cambridgeshire County Council and Peterborough City Council to manage until March 2019.

5.3 The Committee thanked the Mayor for answering their questions.

6. Affordable Housing

6.1 The Committee received the report which provided an update on the current position on the delivery of the affordable housing.

6.2 The following points were raised during the discussion:-

- Only £9m of the £100m allocated for affordable housing had been committed so far and the Director for Housing advised he would be aiming to accelerate this.

- The Combined Authority was working alongside a grant that had strict parameters, the funding had to feed into the existing system. The Mayor felt that the current system didn't work but it was the deal that they had to work with until a different deal could be worked out with government.
- Schemes were currently brought forward by the local councils to the Combined Authority.

6.3 The Committee were concerned that there was not more detail available around the criteria for identifying need for affordable housing but recognised that the Director for Housing had only been in post for a short while and that a more detailed report would be brought to the September Board meeting.

6.4 The Committee agreed that a report should be brought to the September Overview and Scrutiny committee meeting and that the Director for Housing should attend to provide a more detailed update.

7. Review of Combined Authority Board Agenda

7.1 The Committee reviewed the agenda due to come to the Board on Wednesday 27th June 2018.

7.2 In reference to the Cambridgeshire and Peterborough Combined Authority Unified Staffing Structure – Combined Authority and Local Enterprise Partnership paper members raised some concerns around the processes followed.

The Chief Finance Officer who had been dealing with the process for the recruitment of directors advised the committee that the process had been approved by the Combined Authority Employment Committee, they had engaged the services of a recruitment agency and advertisements were sent out to a number of national appropriate publications for the director posts.

Once the matching of the staff from the LEP to the existing roles had been completed the vacancies available would be clearer and then the process for the most appropriate recruitment process would be identified for filling the remaining positions.

7.3 The Committee requested that the Chief Executive Officer be asked to provide a written response regarding the staffing structure process and that a quarterly update with an overview of the staffing situation for the Combined Authority be provided for the committee members.

7.4 Some members of the committee raised their concerns about the new location for the offices of the Combined Authority being based at Alconbury Weald and its inaccessibility.

7.5 The Committee agreed that they would ask the following question at the Combined Authority Board meeting:

1) The Overview and Scrutiny Committee were supportive of the St Neots Market Place Masterplan.

2) The Overview and Scrutiny Committee would like to ask whether the carbon footprint been taken into account when considering the East-West (North) Corridor - A47 Dualling Study and that the committee hoped that the carbon footprint for the project would be a key point to be considered as part of the business case.

3) The Overview and Scrutiny committee would like to know what consultation process had been undertaken for the Strategic Spatial Framework?

8. Combined Authority Forward Plan

- 8.1 The Committee had no comments to make regarding the forward plan of the Combined Authority.

9. Overview and Scrutiny Work Programme Report

- 9.1 The Committee received the report which provided the Committee with the draft work programme for the Overview & Scrutiny Committee for the 2018/19 municipal year and asked them for comments and suggestions.
- 9.2 Members noted that it had been useful to speak with the programme director at the workshop held before the meeting and suggested that the officer be invited to the July meeting to provide further information for the committee around the project management processes used by the Combined Authority.
- 9.3 The Chair requested that a paper on the Medium Term Financial Plan be brought to the July meeting which would indicate which projects going forward have concrete funding.
- 9.4 The committee members requested that a report on Affordable Housing as discussed earlier in the meeting be added to the work programme for September.
- 9.5 The committee requested that a report and that the Director for Transport attend the November meeting to provide an interim update on the Transport Plan.
- 9.6 The Committee requested that a standing item be added to the agenda for members from each themed group covering the work of the Combined Authority to provide a verbal update for the rest of the committee.

10. Date of Next Meeting

- 10.1 The next meeting would be held on the 23rd July 2018 at Fenland District Council at 11:00am.

Meeting Closed: 13:53pm.

Questions received from Overview and Scrutiny members – for O&S meeting 25th June 2018

Questions received from	Question posed to:	Question	Response
Cllr Philip Allen	Roger Thompson	In what way is the Combined Authority planning to build affordable housing especially for key workers close to where they work and where growth in employment is projected rather than putting extra pressure on the area's transport network by building in other locations further from centres of employment?	The Combined Authority is sensitive to pressure on the transport network and will look more positively at encouraging and investing into major schemes where new or established transport connections are available between centres of housing and employment.
Cllr Mike Sargeant	Roger Thompson	<p>The Mayor at the last Combined Authority Board meeting appeared to indicate that the £100 million Affordable Housing budget would be allocated on a first come basis. The Medium Term Financial Plan identifies Quick Wins through to 21/22 for housing.</p> <p>The original Devolution Deal specified housing 'would be subject to a business case, targeted at areas with the most significant affordability challenges'.</p> <p>Can you please advise if this is still the approach?</p> <p>Can you also advise what proportion of new builds Housing Associations will deliver?</p>	Every scheme that comes forward in the £100m programme has financial information supplied as part of the application to enable the CA to understand how money from the £100m programme will be used to support the delivery of housing. There is a need to accelerate the delivery of housing so we wish to encourage appropriate applications. Affordability is an issue, but deliverability is another that we hope to support. For the quick win schemes, Housing Associations are delivering all of the schemes started on site up to this point.
Cllr Mike Sargeant	Mayor	Can you explain the benefits of moving to a Committee structure for the Combined Authority and why it is not being discussed at the Board Meeting on 27 th June as scheduled in the Forward Plan?	<p>The Committee structure allows the Board to delegate decision making. As the workload of the Authority increases it can set up committees to assist in the delivery of that.</p> <p>The Forward Plan is indicative, not prescriptive, of when matters will come for decision. The members of the Board want to explore the right committee model for the authority before changing its c Constitution.</p>

Cllr Mike Sargeant	Mayor	<p>The Cambridge City Local Plan consultation generated more feedback than Birmingham City Local Plan and consultation on the Greater Cambridge Partnership plans have generated massive engagement from residents.</p> <p>Can the Mayor indicate how he will approach consultation on his ambitious delivery schedules for projects such as the Metro where the highly engaged Cambridge residents will have strong views many of which will be contrary to the proposals?</p>	<p>Some consultation processes are prescribed by law and others are discretionary. Where an Act of Parliament states that consultation must be undertaken we will follow that process. Where matters are discretionary we follow legal rules and guidance.</p> <p>We will set out in a public report our consultation proposals on the metro so that the public can get engaged in the process.</p>
Cllr Mike Sargeant	Mayor	<p>Can the Mayor also indicated how he will engage with the residents of Cambridge in a more general sense? Will he follow the lead of Police and Crime Commissioners by attending Cambridge City Council Area Committees to explain his plans and take questions from residents?</p>	<p>In principle the Mayor is happy to attend Cambridge City Council Area Committees and other appropriate public events, although this may not always be possible due to other commitments.</p>
Cllr Mike Sargeant	Mayor	<p>Finally, the MP for Cambridge receives and responds to thousands of emails each year. Can the Mayor please advise why a letter from Richard Wood of the Cambridge Bus Users Group sent on 12th March 2018 to the Mayor was not replied to by 6th June 2018? What can residents expect in terms of responses if they contact the Mayor?</p>	<p>This was an oversight. An email was received from a local councillor bringing the matter to the Mayor's attention on 7th June.</p> <p>An acknowledgement and apologies for the delay in replying was sent to both the Councillor and Cambridge Bus Users Group. Cambridge Bus Users Group have since received a response and a meeting with the Mayor is being arranged for early August.</p> <p>The Mayor aims to respond to any correspondence within 10 working days, where further information needs to be gathered it may take longer to reply and the originator of correspondence will be notified.</p>

Cllr Mike Sargeant	Mayor	Can the Mayor please explain why he did not attend the meeting of the Overview and Scrutiny Committee on 15 th June?	The Mayor had agreed to come in from his leave to attend this meeting. On the afternoon prior to the call-in, the Monitoring Officer rang the Chair to advise that the meeting may not be quorate and to take guidance from the Chair about how to proceed. The Chair decided that, if the meeting were quorate, the Mayor could be telephoned that morning and asked to attend for the call-in but otherwise stood down. As the meeting was not quorate, the Mayor was not called to attend.
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OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 5
23 JULY 2018	PUBLIC REPORT

DRAFT MEDIUM TERM FINANCIAL PLAN

1.0 PURPOSE

- 1.1 To provide the Overview and Scrutiny Committee with the draft Medium Term Financial Plan (MTFP) to seek feedback and suggestions to inform the revised MTFP scheduled to be presented to the Combined Authority Board in September 2018.

<u>RECOMMENDATION</u>	
Lead Officer:	Rachel Musson, Chief Finance Officer / s151 Officer
That the Committee reviews the Draft Medium Term Financial Plan and provides any feedback or suggestions that can inform development of the revised plan due to be presented to the September 2018 Combined Authority Board.	

2.0 BACKGROUND

- 2.1 The Draft Medium Term Financial Plan (MTFP) was presented to the May 2018 Combined Authority Board alongside the Four Year Plan, recognising the need to align financial plans with delivery programmes.
- 2.2 The Draft MTFP presented at Section 4 and Appendix B, C and D provided the first view of financial plans for the Combined Authority (section 4.6 and Appendix B), Legacy LEP (section 4.7 and Appendix C) and Mayoral Budget (section 4.8 and Appendix D). This draft plan was based on Board and delegated decisions taken to date, plus an early assessment of the anticipated financial profile to complete projects. Progression of all projects will be subject to Combined Authority approval.
- 2.3 The draft MTFP was based on a range of assumptions presented in the notes included in Appendix B, C and D which will be reviewed and refreshed as the revised MTFP is prepared for presentation to the Combined Authority Board in September 2018.

- 2.4 Comments, thoughts and suggestions from this Committee are welcome to inform the revised MTFP, which is currently in development.

3.0 APPENDICES

- 3.1 Appendix 1 – Cambridgeshire and Peterborough Four Year Plan 2018/19 – 2021/22



**CAMBRIDGESHIRE
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CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY BOARD	AGENDA ITEM No: 2.2
30 MAY 2018	PUBLIC REPORT

CAMBRIDGESHIRE & PETERBOROUGH FOUR YEAR PLAN 2018/19 – 2021/22

1.0 PURPOSE

- 1.1. The Cambridgeshire and Peterborough Four Year Plan sets out how the Combined Authority plans to deliver its strategic growth ambitions and priority programmes in the period 2018/19 – 2021/22. It brings together the plans to support delivery of the 2030 ambitions (as set out at Item 2.1) for the benefit of all our communities.
- 1.2. The economic success that has been achieved to date has been facilitated by a long tradition of collaborative working and a strong track record of delivery. The Four Year Plan signals that the Cambridgeshire and Peterborough authorities and partners will continue to work together collaboratively and strategically in delivering the plan.

<u>DECISION REQUIRED</u>	
Lead Member:	Mayor James Palmer
Lead Officer:	Martin Whiteley, Chief Executive Pearl Roberts, Strategy & Planning PM
Forward Plan Ref: 2018/017	Key Decision: Yes
<p>The Combined Authority Board is recommended to:</p> <ul style="list-style-type: none"> (a) Approve this first Four Year Plan. (b) Note the intention to keep the Four Year Plan under review and to refresh it on an annual basis. (c) Approve the draft Medium Term Financial Plan (d) Note the intention to present an updated draft of the Medium Term Financial Plan to the September Board meeting 	<p>Voting arrangements</p> <p>Simple majority of all Members</p>

2.0 BACKGROUND AND CONTEXT

2.1. Through the devolution deal the Combined Authority committed to:

- Double the size of the local economy
- Accelerate house building rates to meet local and UK need
- Deliver outstanding and much needed connectivity in terms of transport and digital
- Provide the UK's most technically skilled workforce
- Transform public service delivery to be much more seamless and responsive to local need
- Grow international recognition for the area's knowledge-based economy
- Improve the quality of life by tackling areas suffering from deprivation.

2.2. Following his election in May 2017, the Mayor published 100-day plan outlining the actions to deliver on this agenda. The 100-day plan kick-started the work to progress the devolution deal commitments. It included initiating work to develop the area's core strategies (e.g. local industrial strategy, housing strategy, skills strategy, local transport plan, strategic spatial framework etc) alongside projects to advance key transport and infrastructure, housing, skills and economic development projects (e.g. Cambridge Automated Metro options appraisal, Wisbech Garden Town Feasibility Study, Dualling A47 Business Case, University of Peterborough Business Case).

2.3. The Four Year Plan brings together the plans across the full scope of the Combined Authority's activity to support delivery of the 2030 ambitions and our devolution deal commitments.

3.0 CAMBRIDGESHIRE AND PETERBOROUGH 2030 AMBITION & FOUR YEAR PLAN

3.1. Our overarching ambition is to establish Cambridgeshire and Peterborough as **a leading place in the world to live, learn and work**. This is underpinned by five core ambitions for the area's future development:

Cambridgeshire & Peterborough 2030 Ambition

**A leading place in the world to live,
learn and work**



6

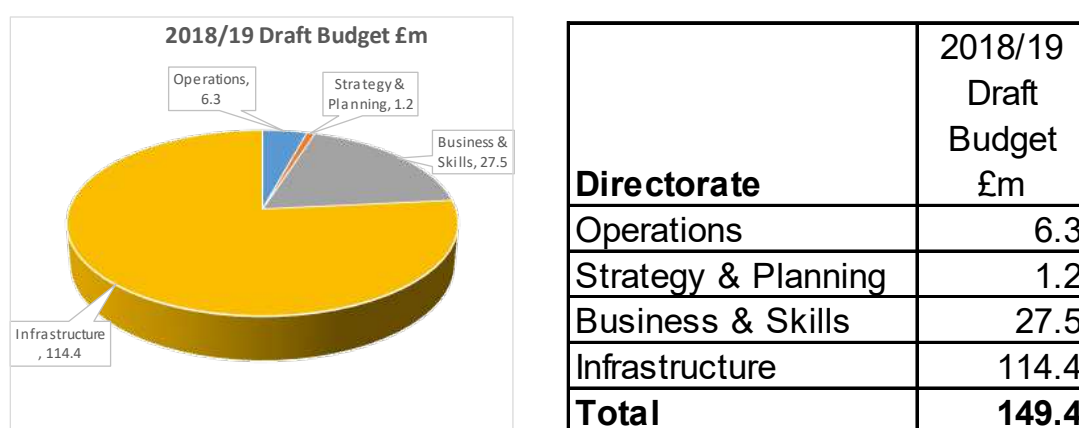
- 3.2. The 2030 prospectus (Item 2.1) describes the longer term ambition and aspirations for Cambridgeshire and Peterborough.
- 3.3. The Cambridgeshire and Peterborough Four Year Plan sets out how the Combined Authority will support the development and implementation of our strategic growth ambitions and priority programmes in the four year period 2018/19 – 2021/22. It brings together the plans to support delivery of the longer term 2030 ambitions for the benefit of all our communities.
- 3.4. In developing this Four Year Plan, the Mayor and Chief Executive were mindful that the economic success that has been achieved to date has been facilitated by a long tradition of collaborative working and a strong track record of delivery. The Four Year Plan has been developed through working closely with Leaders, Chief Officers and partners. A number of forums have also contributed including the Cambridgeshire and Peterborough Public Service Board (CPSB), the Cambridgeshire and Peterborough STP Board, Public Health England and wider stakeholders and partners. There have been a significant range of useful contributions and input from this engagement. The overarching themes have been that:
- The Four Year Plan articulates simply and clearly the Combined Authority's core strategic priorities and its plans to deliver – these are set out in Appendix A; and
 - The Cambridgeshire and Peterborough authorities and partners will continue to work together collaboratively and strategically in delivering the plan.
- 3.5. As the Combined Authority's first Four Year Plan it is proposed that it will be kept under informal review throughout the year with a formal review and refresh in a year's time.

4.0 Medium Term Financial Plan

- 4.1. The draft Medium Term Financial Plan (MTFP) provides an initial view of the anticipated costs associated with delivering the four-year plan. This document represents a key step in articulating the anticipated profile of costs and funding over the next four years, enabling resource allocation, monitoring and transparency which is essential for success.
- 4.2. Recognising that the Combined Authority (CA) took on the service responsibilities of the Local Enterprise Partnership (LEP) from April 2018, there is a requirement to create an overarching MTFP for the entirety of the ongoing CA operations. At this stage, the draft MTFP presents separate plans for the CA and legacy LEP, together with views of the integrated CA position reflecting total funding sources and plans. This draft also includes the draft MTFP for the Mayoral Budget, which will require development.
- 4.3. The MTFP is presented as a draft at this stage as further work is required to clarify and confirm the assumptions and financial implications of the planned

programmes of work. Appendices B and C provide a detailed draft view of the MTFP for the two organisational parts (CA and legacy LEP) and the assumptions that support its creation. The intention is to create a single detailed view of CA and legacy LEP funding sources for the unified organisation. Appendix D includes the draft MTFP for the Mayoral Budget, building on the budget agreed at the February 2018 Board.

- 4.4. The diagram and table below present a high-level draft view of the 2018/19 Draft plan for the Combined Authority budgets, showing the indicative size of each Directorate's budget (£m). This shows that circa 76% of planned spending rests with the Infrastructure Directorate.



- 4.5. The key assumptions that underpin the preparation of the draft MTFP are:

- (a) **Organisational Structure costs** – The new CA organisational structure was released in the last week of April 2018 and is subject to a formal consultation process and evaluation of roles. An initial draft cost of the new structure has been assessed based on known information; this will be refined as roles are evaluated and filled. The initial draft costing has been used to produce the MTFP. Appendix B illustrates at this interim stage that LEP staff costs have been held constant with the additional costs of the entire new structure included within the CA MTFP, pending confirmation of the costs, roles and appointments over the next phase.

Draft costings indicate the full year cost for the new structure is higher than the previous combined structures, funded by new and existing funding streams as a more intensive delivery phase is now engaged. The bullet-points below present set out draft funding sources which exceed the draft £2.3m organisational structure additional costs. It should be noted that the exact funding source for many posts in the new structure will be confirmed as the structure is finalised and populated:

- Mayoral Capacity Fund (after costs of additional mayoral team posts) £0.90m
- Adult Education Budget Implementation Funding £0.15m
- Energy Hub Funding £0.60m

- Workstream and Programme Funding, assuming 50% of additional Programme Manager costs are chargeable to delivery programmes and so will be incorporated into that funding £1.16m
- **Draft Total Use of Funding** **£2.81m**

These draft assumptions indicate that increases in CA staff costs are fully funded by new and existing funding sources combined with programme funded delivery activity.

The Mayoral Budget also includes additional £95k for posts in the Mayoral team, which are funded from the Mayoral Capacity Fund.

- (b) **Large Programme Completion Costs and Timing** – In preparing the MTFP, the assessment of costs, timing and funding sources for the large infrastructure programmes and the University programme is challenging at this early feasibility stage. An assessment of the costs to complete these major programmes is included in 2021/22 draft budgets, but should be considered as indicative only at this stage. These draft cost assessments include circa £5bn for transport related schemes and £90m for the University of Peterborough and will be subject to the CA securing additional funding streams to enable them to progress.

- 4.6. Appendix B presents the detailed draft MTFP for the CA over the period 2018/19 to 2021/22, alongside supporting notes and assumptions. The table below presents a summary of the draft MTFP presented in Appendix B, illustrating the anticipated draft budget plans associated with each of the workstreams to deliver the four-year plan, along with key assumptions, and further details provided in section 4.5 above.

Combined Authority Draft MTFP by Workstream

	2018/19	2019/20	2020/21	2021/22
	Total Draft Budget CPCA £k	Draft Budget Plan £k	Draft Budget Plan £k	Draft Budget Plan £k
Total Operational Budget	4,580.1	4,902.7	4,902.7	4,902.4
Total Rural Areas, Culture, Parks and Open Spaces	681.0	690.0	-	-
Total Economic Strategy	800.0	300.0	100.0	100.0
Total Transport and Infrastructure	63,257.0	71,402.0	81,422.0	4,821,280.0
Total New Homes & Communities	50,468.5	37,507.2	37,507.2	37,507.2
Total Employment & Skills	11,652.8	24,293.2	15,984.4	104,799.0
Total Strategic Planning	280.0	-	-	-
Total Public Sector Reform	877.6	-	-	-
Total CPCA Budget	132,597.0	139,095.1	139,916.3	4,968,588.7
Indicative inflation Based on 2.3% Annual CPI		3,199.2	6,510.2	350,778.2
Total CPCA Budget After Indicative Inflation	132,597.0	142,294.3	146,426.5	5,319,366.9

- 4.7. Appendix C presents the detailed draft MTFP for legacy LEP funding and programmes over the period 2018/19 to 2021/22, alongside supporting notes and assumptions. The table below presents a summary of the draft detail

presented in Appendix C, noting that a prospectus issued during 2018 will settle the next round of supported projects and programmes. Appendix C also presents a range of assumptions, and further details provided in section 4.5 above.

Legacy LEP Draft MTFP by Workstream

	2018/19	2019/20	2020/21	2021/22
	Indicative Budget Plan £k	Indicative Budget Plan £k	Indicative Budget Plan £k	Indicative Budget Plan £k
Total Operational Budget	1,758.4	1,758.4	1,758.4	1,758.4
<u>Growth Deal Fund Programmes</u>				
Total Committed Programmes	17,408.6	-	(184.0)	(184.0)
Total Uncommitted Programmes - Planned	-	-	-	22,800.0
Total Growth Funding Programmes	17,408.6	-	(184.0)	22,616.0
<u>Growing Places Fund (GPF)</u>				
Total Growth Places Funding	(2,377.4)	157.8	-	-
Total Legacy LEP Budget	16,789.6	1,916.3	1,574.4	24,374.4
Indicative inflation Based on 2.3% Annual CPI	-	44.1	73.3	1,720.8
Total CPCA Budget After Indicative Inflation	16,789.6	1,960.3	1,647.7	26,095.2

- 4.8. Appendix D presents the detailed draft MTFP for the Mayoral Budget over the period 2018/19 to 2021/22, building on the 2018/19 budget agreed at the February 2018 CA Board. The change since this point in time relates to the release of the revised organisation structure, with additional costs funded from the mayoral capacity fund. In addition, the 2018/19 MTFP includes anticipated costs of refit and occupation at the new Ely office.

Mayoral Budget Draft MTFP

	2018/19	2019/20	2020/21	2021/22
	Total Draft Budget CPCA £k	Draft Budget Plan £k	Draft Budget Plan £k	Draft Budget Plan £k
Total Mayoral Budget	338.0	331.0	331.0	331.0
Indicative inflation Based on 2.3% Annual CPI		7.6	15.4	23.4
Total CPCA Budget After Indicative Inflation	338.0	338.6	346.4	354.4

- 4.9. Maximising sources of funding available to the CA and balancing these against spending plans provides a key challenge in managing affordability to achieve the objectives set out in the four-year plan. The table below presents currently agreed and anticipated funding sources (which will change over time) available to the CA (including legacy LEP funding) over the four-year period of this MTFP, compared to the draft budgeted costs presented in the MTFP. The draft MTFP has been split into capital and revenue budgets, enabling the total draw on revenue and capital funding to be included at the foot of the table below. As outlined in section 4.5 above, inclusion of large completion costs in the MTFP for infrastructure and university programmes (noting that the exact timings and value requires further work to confirm) results in a position where capital funding sources will be substantially overdrawn in 2021/22. This

position will be addressed by securing additional funding sources, but it is important to illustrate the size of the challenge.

Combined Authority Draft MTFP – Source and Use of Funds

Funding Source	2018/19		2019/20		2020/21		2021/22	
	Capital £m	Revenue £m	Capital £m	Revenue £m	Capital £m	Revenue £m	Capital £m	Revenue £m
Growth Deal Capital Funds	37.6		15.9		35.7			
Growth Deal Capital Repayments					0.2		0.2	
Growing Places Capital Funds	7.7							
Growing Places Capital Repayments	3.0							
LEP - Operational Funding		2.0		2.0		2.0		2.0
Gainshare Revenue		14.4		8.0		8.0		8.0
Gainshare Capital	35.0		12.0		12.0		12.0	
Housing General	52.4		15.0		30.0		-	
Housing - Cambridge	38.0		17.0		15.0		-	
Local Transport Plan		13.5		13.5		13.5		
LTP Capital Grant	55.3		27.7		27.7			
Transforming Cities Fund	5.0		17.0		22.0		30.0	
Mayoral Capacity Building Funds		1.0		1.0				
Cambridge South Station (timing tbc)			5.0					
AEB Implementation funding		0.2						
AEB Education & Skills Funding Agency				12.1		12.1		12.1
Drought Damaged Roads (passed to CCC & PCC)	1.8							
PCC A47 Junction 18 improvements	3.9							
PCC A605 Whittlesey access Phase 2	2.8							
PCC Yaxley Loop Road	4.6							
ECDC Soham Eastern Gateway	6.3							
Energy Hub		1.3						
Career & Progression Innovation fund pilot for Health & Care work sector				5.2				
Potential Cambridge NE fringe Housing Infrastructure Fund			193.0					
Total In-Year Funding Sources	253.4	32.3	302.5	41.8	142.6	35.6	42.2	22.1
Plus - Funding Carried Forward from Last Year			134.5	1.4	330.1	5.5	358.9	6.3
Less - Total CA Draft Budget incl Mayoral Budget	(118.9)	(30.9)	(106.9)	(37.7)	(113.8)	(34.7)	(5,325.0)	(20.9)
Funding Carried Forward to Next Year	134.5	1.4	330.1	5.5	358.9	6.3	(4,923.9)	7.5

4.10. Refinement of the MTFP will be based on confirmation of organisational and programme costs aligned to the agreed four-year plan, with a revised version planned to be reported to the CA Board in September 2018.

5.0 FINANCIAL IMPLICATIONS

There are no further financial implications beyond those outlined in the body of this report.

6.0 LEGAL IMPLICATIONS

6.1. The Combined Authority committed to achieving a bold vision for Cambridgeshire and Peterborough in the devolution deal signed in June 2016. The Authority has a general power of competence under Article 11 of the Cambridgeshire and Peterborough Combined Authority Order 2017 which enables it to undertake actions in furtherance of its ambitions.

7.0 SIGNIFICANT IMPLICATIONS

7.1. There are no specific implications for this report.

8.0 APPENDICES

- 8.1. Appendix A: Cambridgeshire and Peterborough 2030 Four Year Plan
- 8.2. Appendix B: Draft Cambridgeshire and Peterborough Combined Authority Medium Term Financial Plan
- 8.3. Appendix C: Draft Cambridgeshire and Peterborough LEP Medium Term Financial Plan
- 8.4. Appendix D: Draft Cambridgeshire and Peterborough Mayoral Budget Medium Term Financial Plan

<u>Source Documents</u>	<u>Location</u>
List background papers:	
Mayor's 100 day plan	
Cambridgeshire and Peterborough Devolution Deal	http://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/Cambridgeshire-and-Peterborough-Devolution-Deal.pdf
Combined Authority Board Papers (May 2017 – March 2018)	http://cambridgeshirepeterborough-ca.gov.uk/meetings
	Cambridgeshire and Peterborough Combined Authority, Unit 3, The Incubator, Alconbury Weald Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4WX



CAMBRIDGESHIRE & PETERBOROUGH
COMBINED AUTHORITY

Cambridgeshire and Peterborough Four Year Plan 2018/19 – 2021/22

May 2018

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Foreword from the Mayor

We are lucky to live in one of the fastest growing and most economically significant parts of the country but we must not rest on our laurels. We have great ambitions for the future.

On being elected as Mayor in May 2017 I knew that decisive action was needed to ensure that the growth that we witness in Cambridgeshire and Peterborough is truly sustainable and spread evenly across the entirety of the area and that all members of our community can contribute to and benefit from the area's growth and success.

I have spent much of my first year in office meeting as many people as possible at regional, national and international level to understand the challenges and issues we face and explore potential solutions to achieving growth and development across the region.

As a result this plan has been developed by working closely not only with our partner Councils but also with a wide range of partners. I would like to thank everyone who has helped me in the development of this plan.

Cambridgeshire and Peterborough has a significant role to play on both the national and international stage and we are set to strengthen and consolidate our global reputation. To realise this great potential, we know that it is vital to address economic and social challenges at a local level. It is clear to me that to do this we must think and act differently and continue to transform the way we work and harness our excellent track record of collaboration and innovation.

We have already made great strides in delivering on this – a snapshot of some of our achievements in 2017-18 is included later in this plan.

My challenge to the Board and my team has been to develop our ambition and a plan that is simple and straightforward. This plan is focused on five core ambitions:

1. Access to a job within easy reach of home
2. Healthy, thriving and prosperous communities
3. A workforce for the modern world, founded on investment in skills and education
4. A high quality sustainable environment
5. The UK's capital of innovation and productivity

Delivering this plan will need teamwork. Everyone will need to play their part if we are to successfully fulfil these challenging ambitions. We want residents, businesses, communities and partners right across the area to commit to the ambition and contribute their knowledge, skills and experience.

It is only by continuing to work together that we can make Cambridgeshire and Peterborough a leading place in the world to live, learn and work.

James Palmer
Mayor of Cambridgeshire
and Peterborough



Introduction by the Chief Executive

We are ambitious to transform Cambridgeshire and Peterborough and establish the region as a leading place in the world to live, learn and work.

We want to deliver economic growth, affordable homes for people to live and skills so our residents can find good jobs, whilst ensuring our elderly and more vulnerable citizens receive high quality professional care. The scale and breadth of our work is truly vast and will have a huge impact on the lives of local people.

The Combined Authority was established in April 2017 and the Mayor elected in May 2017. We are just completing our first year in existence. Through our collective effort we are making great strides in delivering on our commitments to get the best deal for residents.

Our commitments include a number of core initiatives:

- A step change in infrastructure delivery with an integrated approach to planning of roads, rail and digital connectivity alongside land for new housing and business to further drive up economic growth and productivity;
- Becoming the UK's truly connected region in respect of communications and transport connections, linking research-based growth in the Cities with even the most rural villages. Improvements to road and rail infrastructure will make it easier for residents to participate fully in the economy across transport modes;
- Devising new models of private/public infrastructure and housing funding to fund strategic capital infrastructure;

- A new partnership between the universities and FE providers to drive a programme of co-ordinated skills and educational improvement to deliver the skills our economy needs;
- Transformation of public service delivery utilising the strong existing partnerships of councils, business and public services that have a successful track record of working together.

We have made good progress already in partnership with constituent members of the Combined Authority and Government securing:








- £20m per year for the next 30 years
- £170m for housing
- £74m to transform our cities
- £5m for Cambridge South Station and a commitment to the East-West rail
- £11m Housing Infrastructure Funds for schemes in Yaxley and Soham
- £2m Mayoral capacity funding
- £4m Local Full Fibre Networks funding




The economic success that has been achieved to date has been facilitated by a long tradition of collaborative working and a strong track record of delivery. We will continue to 'bake' this partnership approach in delivering this four year plan.






Martin Whiteley
Chief Executive

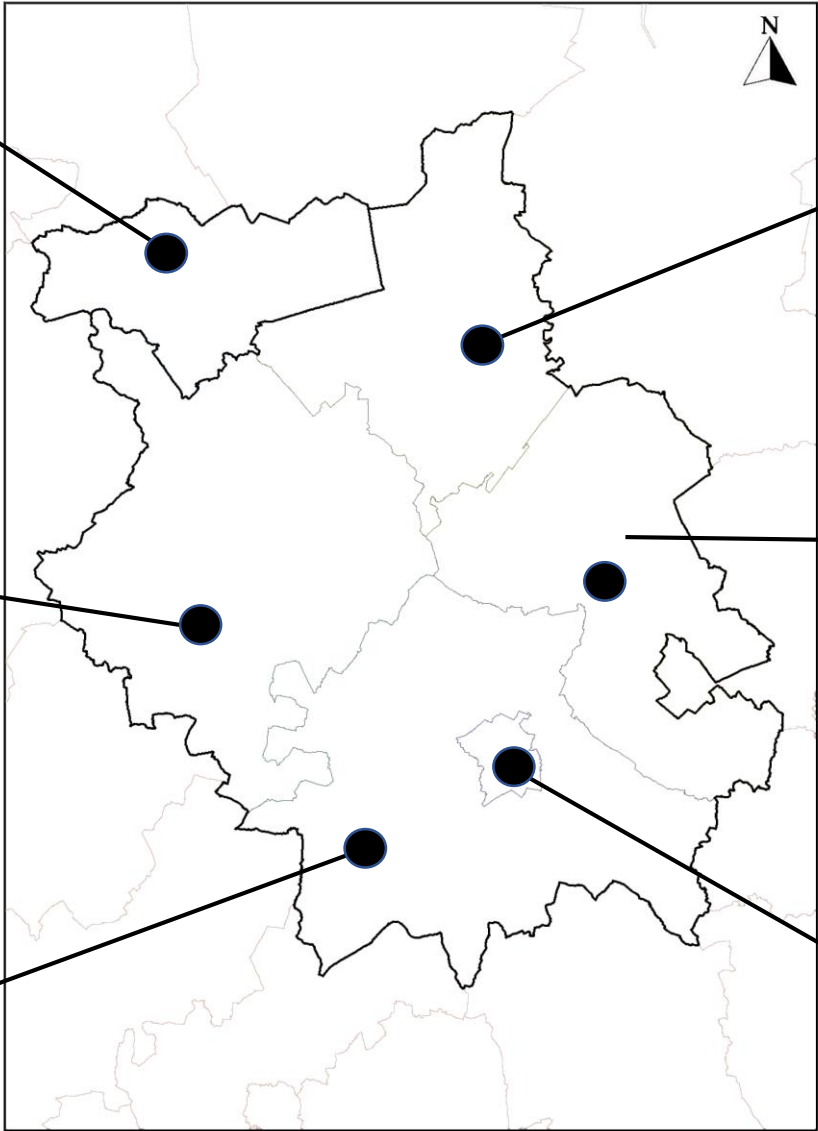


Key Achievements 2017-18 – a summary of investment and actions by the Combined Authority in Cambridgeshire and Peterborough







Peterborough		£m
	Opportunity Peterborough	£0.65
	Affordable homes	£1.85
	Infrastructure improvements A1260, A16, A47 (Pipeline)	tbd
	University of Peterborough Project & Interim Accommodation at Embankment	£6.53 £9.0
	NPIF Investment A605, A15	£6.5
	Skills and Innovation Pay and Progression Pilot (Peterborough & Cambridgeshire)	£5.0
	HIF Marginal Viability – Yaxley Loop Road to unlock 5,350 homes	£4.57





Huntingdonshire		
	Infrastructure improvements A141, strategic river crossing (pipeline)	£9.5
	St Neots Masterplan	£5.8
	Affordable homes	£0.66

South Cambridgeshire		
	Infrastructure improvements A10 level crossing, A505 corridor (pipeline)	£3.5
	Upgrading A10 business case	£0.5
	Cambridge South Station programme	£1.75
	Affordable homes	£0.83
	East-West Expressway / Rail	



Fenland		
	Regeneration Fenland railway stations	£9.0
	Regeneration and growth in Wisbech	£10.5
	Infrastructure improvements March junction	£3.65
	Wisbech Garden Town feasibility study	£6.5
	Affordable homes	£0.3
	Dualling A47 Business Case; M11 Feasibility Study	£1.75

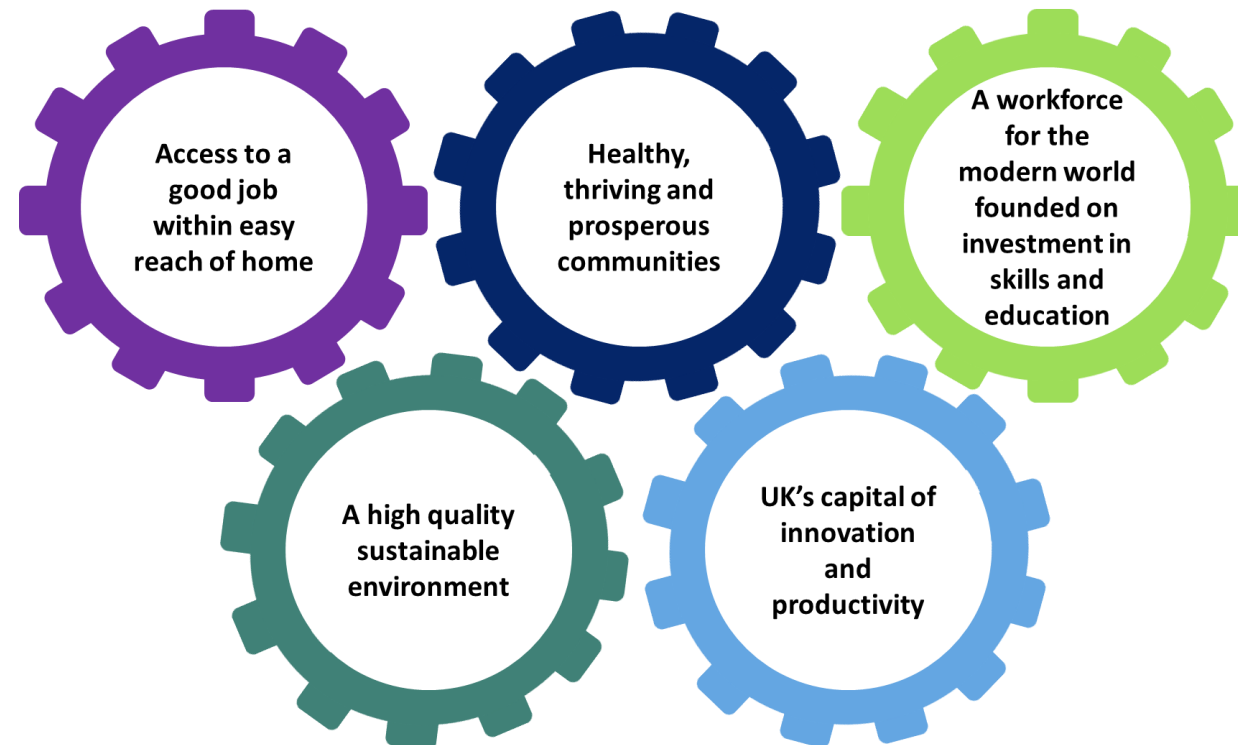
East Cambridgeshire		
	Soham station programme	£5.0
	Infrastructure improvements A14, A142	£0.3
	Upgrading A10- Business Case	£0.5m
	Affordable homes	£0.93
	HIF Marginal Viability – Soham Eastern Gateway Scheme to unlock 553 homes	£6.3
	ECTC Haddenham CLT Loan	£6.5

Cambridge		
	Cambridge Fringe North East 7,600 new homes programme HIF Forward Funding	Business Case
	Infrastructure improvements Coldhams Lane roundabout	£1.75
	Cambridge South Station programme	£1.75
	Cambridge Rapid Mass Transit study	£0.1

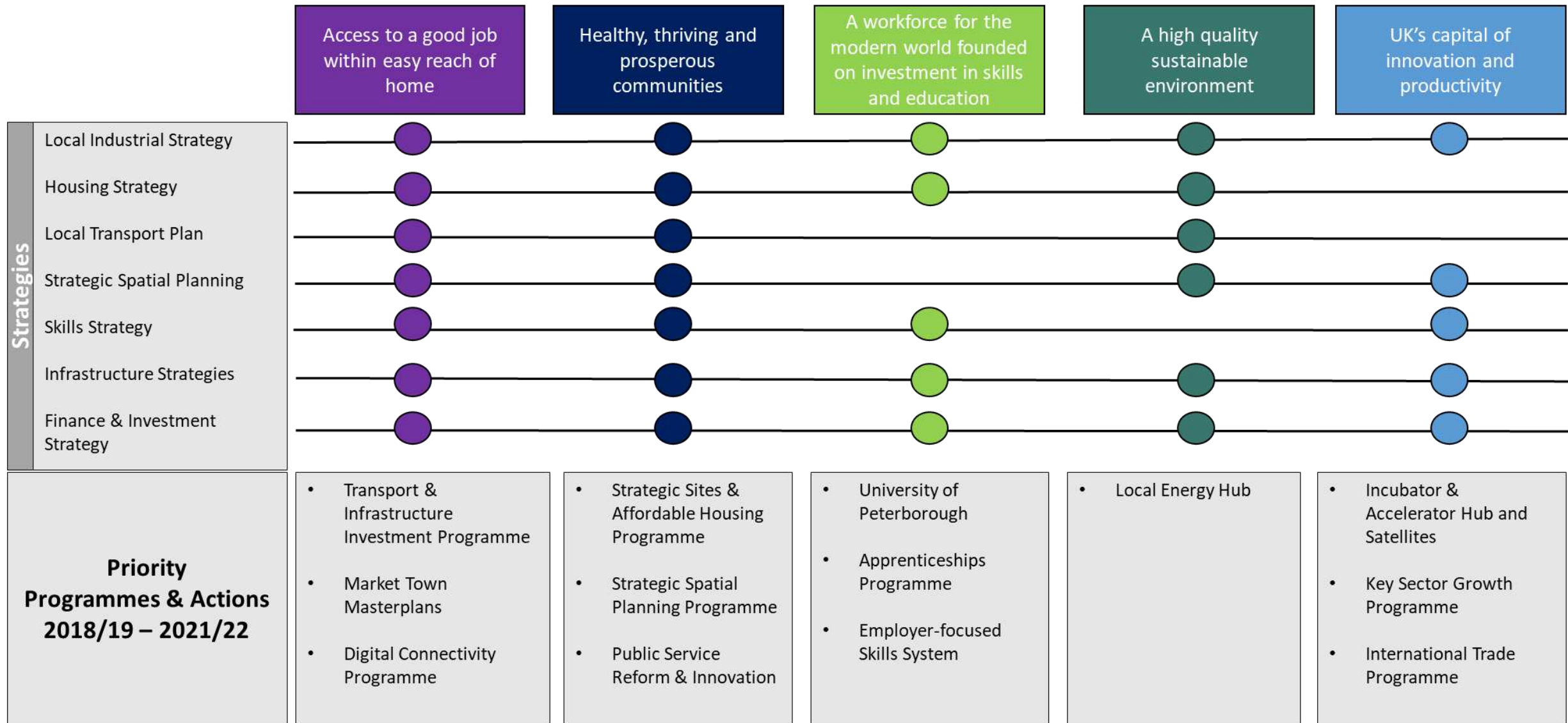
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Cambridgeshire & Peterborough 2030 Ambition

**A leading place in the world to live,
learn and work**



Strategic Priorities & Programmes 2018/19 – 2021/22





Challenges

Priority Programmes & Actions

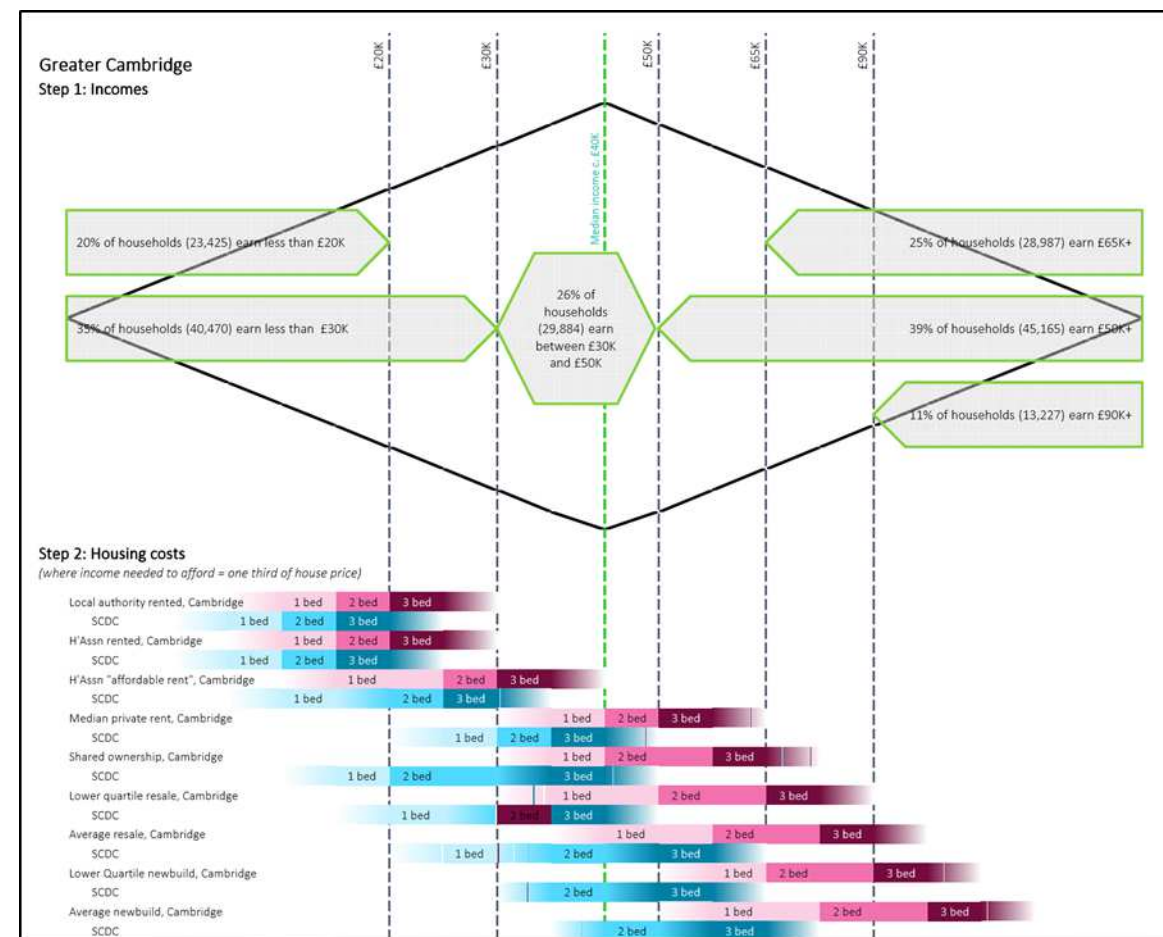
Target Deliverables

2030 Target Outcomes



Challenges

- **Demographic changes** – the area is set to experience significant population growth over the next 20 years, bringing significant demands on services, alongside the need for additional housing and infrastructure, particularly transport
- **Economic activity and employment** – a refreshed focus is required on creating good quality jobs, aligned to the area's key growth sectors and anchored around place
- **Housing supply and affordability** - the shortage of available and affordable housing within reasonable journey times of key employment centres has driven unsustainable housing prices (purchase and rental). Employers indicate that they find it difficult to recruit and retain staff in competition with areas where employees can access lower house prices; this is particularly evident for some of the area's public sector workers.
- **Connectivity & Transport** – the area's transport network is struggling to cope with current usage and will be further stretched as local travel demand is forecast to increase by 40% by 2030. Some key transport routes already suffer severe congestion including A14, A10 and A47 and links to new developments are congested e.g. Northstowe and Alconbury Weald.



Source: SCDC / Greater Cambridge Partnership



Priority Programmes & Actions

- Publish the report of the independent **Economic Commission** and the inaugural **Local Industrial Strategy Q2 2018/19**:
 - use them to agree the priority business growth sectors for the area and the places these sectors are likely to grow and flourish.
 - Use them to target investment to develop and improve the area's competitive position, generate significant GVA and support businesses and employees.
 - Use them to influence decisions taken at national level.
- Use the **Strategic Spatial Framework Phase 1 Q1 2018/19** to support the implementation of development strategies in Local Plans to 2030 so that jobs and homes targets are met and joint strategic planning reflects the standards expected to deliver inclusive, place-based growth spanning infrastructure, skills, health and wellbeing.
- Develop the **Strategic Spatial Planning Framework Phase 2 Q4 2018/19** – Scope the opportunities for longer term strategic planning between the Combined Authority and Planning Authorities from 2036 to 2050.
- Develop and execute the **Housing Strategy Q4 2018/19** to accelerate delivery of 100,000 homes (40% affordable) across the area by 2037.
- Develop and execute the **Local Transport Plan Q2 2019/20** and **Strategic Bus Review** to support sustainable growth including cycling, walking, rail, network management and smart transport.

- Deliver the **Strategic Transport Priorities**, investing in infrastructure and public transport:
 - East to West (Southern Corridor) – **Oxford to Cambridge Expressway (A428)** (Cambridge, Milton Keynes, Oxford), **Cambridge South Station, A505, East-West Rail**
 - East to West (Northern Corridor) – **A47 Dualling Peterborough to Wisbech; Wisbech Rail, Wisbech Access, Wisbech Garden Town**
 - North to South Corridor – **A10 upgrade; M11 extension; Ely Rail Improvements, Soham Station, Cambridge Rail Capacity Study, Huntingdon Third River Crossing**
 - Cambridge and travel to work areas – **Cambridgeshire Autonomous Metro** (The Combined Authority is currently investigating the feasibility of a Peterborough Metro and will determine if this will be a priority programme in due course).
- Roll out the programme of **Market Town Masterplans** to develop investment and regeneration delivery plans for each of the area's market towns. The rollout will be delivered in two waves over 2018 and 2019 so that **every town has a Masterplan in place by Summer 2019**.
 - April 2018 – December 2018: Chatteris, March, Littleport, St Ives, Whittlesey.
 - January 2019 – September 2019: Ramsey, Ely, Soham, Huntingdon.

Deliver the **Digital Connectivity Programme**

- **Achieve 99% superfast broadband across the area by 2020.**
- Act as a **vanguard/test-bed for the deployment of 5G services and full-fibre.**
- Work with delivery partners and use the world-class experience of companies in the area to explore opportunities to provide a world-leading digitally connected area and to advance IoT/Smart initiatives as part of the Smart Cambridge Programme.



2018/19 – 2021/22 Target deliverables

2018/19



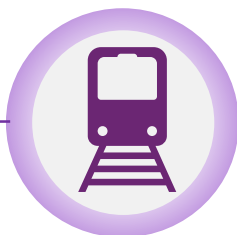
- Local Industrial Strategy
- A Masterplan for growth for every Market Town

2019/20



- A428 dualling Black Cat to Caxton Gibbet work underway
- 99% Superfast broadband coverage achieved
- Improved public wi-fi in our market towns

2020/21



- Soham Station operational
- New Cambridge South Station being built

2021/22



- Cambridge Automated Metro - initial metro services underway
- A10 transport improvements started
- Government backing for A47 Peterborough to Wisbech dualling
- 10,000 new jobs created



2030 Target Outcomes

Jobs

The area is on track to deliver 90,000 new jobs by 2036.

There are good jobs in the area for all who want them.

Residents are able to choose to work in the area rather than commuting to jobs elsewhere.

The area's economic growth is supported by coordinated interventions in transport and infrastructure, housing, planning & land use and skills.

Housing

There is a choice of high quality, affordable housing close to the area's main centres of employment.

Residents journey to work times have improved dramatically and the area is working to achieve its goal of no more than a 30 minute journey to work.

Transport & Infrastructure

Investment in transport infrastructure has relieved pressure on key routes and reduced congestion.

Investment in public transport means that active travel (walking and cycling) and public transport is the natural choice for residents.

Digital connectivity enables a wide range of working patterns and supports a range of innovations in work, travel, leisure and health



Challenges

Priority Programmes & Actions

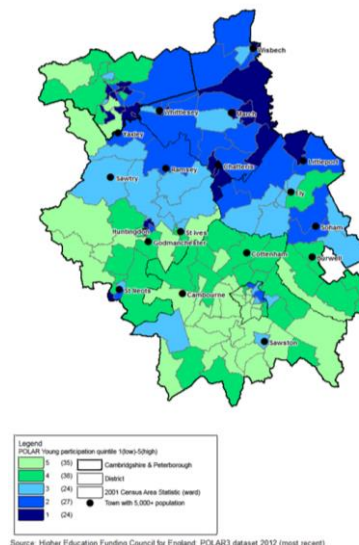
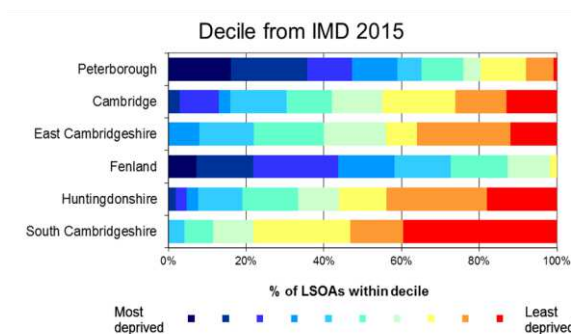
Target Deliverables

2030 Target Outcomes



Challenges

- **Differential growth** – whilst Cambridgeshire and Peterborough is one of the fastest growing and most economically significant parts of the country the socio-economic characteristics of the area show a distinctive north/east pattern of deprivation
- **Growing and Ageing Population** – the area is forecast to experience significant population growth over the next 20 years, including an increasingly elderly population with more complex needs. The levels of population growth predicted will make significant demands on services and the need for additional housing, schools, social care and health provision and infrastructure.
- **Health inequalities** – there is a large difference in health and wellbeing outcomes across the area e.g. a 9 year gap in healthy life expectancy with residents in some areas living only 55 years in good health and twice the rate of ESA claimants (6.9% of working age population) in Peterborough and Fenland compared to the other authorities (*Public Health England*).
- **Sustainable Places and Communities** - the built and natural environment is a key environmental determinant of health and wellbeing. Creating the right physical environment e.g. schools, workplaces, homes, communities, parks/recreation areas, green (visible grass, trees and other vegetation) and blue spaces (visible water) in which people live, work and play is essential.
- **Community Safety** – despite recent rises in the levels of recorded crime, believed to be driven by improved recording practices, the overall crime rate remains lower than previously. The Police and Crime Plan sets focuses on four key themes, responding to public demand to increase visibility of policing and responsiveness to antisocial behaviour while ensuring the threat and harm associated with high risk crimes are dealt with, victims supported and pathways put in place to reduce offending and re-offending



Protecting and improving

A decent home, a job and friends are more important to good health than the NHS. This report highlights how we can build places and communities that encourage healthier choices

Duncan Selbie
Chief Executive
Public Health England



Spatial Planning for Health
An evidence resource for planning
and designing healthier places

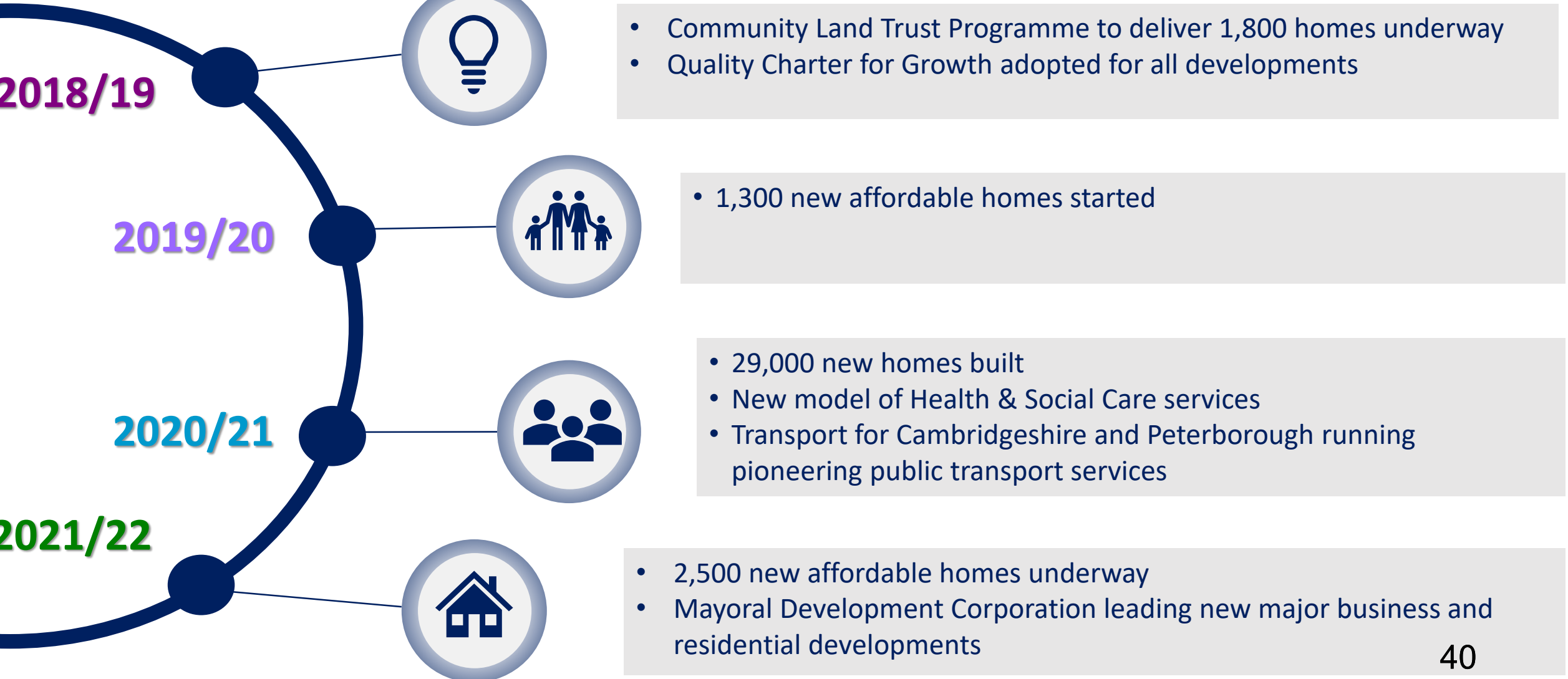


Priority Programmes & Actions

- Develop and execute the **Housing Strategy Q4 2018/19** to accelerate delivery of 100,000 homes (40% affordable) across the area by 2037 including actions to:
 - Advance plans for **strategic, high impact sites** including those within the Strategic Spatial Framework
 - Deliver the **£170m Housing Programme with 2,500 high quality affordable homes started on site by Q4 2021/22**
- Develop the **Strategic Spatial Planning Programme** to coordinate all activities / policies across the area, ensuring that the design and delivery of all programmes (spanning infrastructure, skills, health & wellbeing, innovation and business growth) reflect the standards expected to deliver inclusive, place-based growth.
- Develop the **Public Service and Innovation Reform Programme Q2 2018/19** based on scaling and rolling out the service and sustainable demand models for adults' and children's social care developed by Cambridgeshire County Council and Peterborough City Council:
 - Develop an evidence base that is objective and supports Cambridgeshire and Peterborough in making **the case for further local devolution/accountability and implementation support Q3 2018/19**
 - Promote and foster a common understanding of the future development of Cambridgeshire and Peterborough public services in support of the area's wider economic and social ambitions across local partners and Whitehall.
- Ensure the **Market Town Masterplans** for each of the area's market towns consider and put in place actions to deliver appropriate community infrastructure.
 - Work with delivery partners to ensure that neighbourhood and community planning and design protects and improves peoples' health and wellbeing, and reduces health inequalities.
- Develop and execute the **Local Transport Plan Q2 2019/20** to promote active travel, health and wellbeing through the walking and cycling strategies and making use of the high quality public realm within our cities and towns.



2018/19 – 2021/22 Target deliverables





2030 Target Outcomes

Inclusive growth

Every city, town and village is prosperous and vibrant in its own right.

All residents contribute to and benefit from the area's growth and success.

Targeted, evidence-based interventions are helping those living in areas of deprivation, improving social mobility and inclusion.

Improved quality of life

Cambridgeshire and Peterborough is a place where people want to live.

Every child has the best start in life. All children, young people and adults are able to achieve their full potential.

Residents are healthy, active and connected. They live in good health for longer. Where needed, they access health care, social care and other public services which support their independence and choice.

Sustainable places & communities

Residents live in sustainable places and communities with access to a choice of high quality, affordable homes and good jobs.

People can access a range of leisure, cultural, community resources and natural green and blue spaces.

People are proud of where they live and have a strong sense of community and belonging.



Challenges

Priority Programmes & Actions

Target Deliverables

2030 Target Outcomes

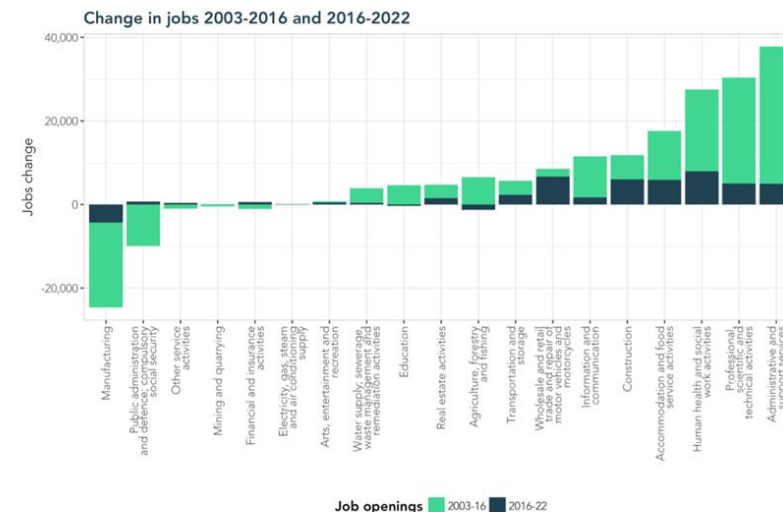


Challenges

- **Skills Demand** – National forecasts predict by 2024 there will be:
 - 9.2m low-skilled people chasing 3.1m low-skilled jobs
 - 12.6m people with intermediate skills chasing 10.7m jobs
 - 16.1m high-skilled jobs with only 11.9m high-skilled workers
- **Skills Gap** – Cambridgeshire and Peterborough's current skills and training provision matches the national picture; it is not delivering the right mix of skilled people that the growing businesses in the area need. High value-added, high productivity sectors depend on the right skills to grow; and those without the right skills are not well placed to share in the prosperity or provide a route out of disadvantage that growth brings.
- **Population growth - by 2031** forecast growth is:
 - Cambridgeshire forecast growth 22% 15-19 year-olds and 9.5% 20-64 year-olds
 - Peterborough forecast growth 23.5% 15-19 year olds and 6.9% 20-64 year-olds
- **Skills provision** – is fragmented and is failing to deliver right mix of skills for the area's businesses; it is also provider rather than employer focused. This is made more challenging by fast moving business sectors, many growing through innovation into new products and services. Low average unemployment mean businesses are particularly reliant on the skills sector to retrain or bring people back into the labour market.

Qualification level	Percentage share		Forecast % change
	2012 actual	2022 projection	
QCF 7-8 (post-grad) Masters and Doctorial level	9.1	14.6	+60.4%
QCF 4-6 University degree level	27.6	33.1	+ 19.9%
QCF 3 A Level	19.9	17.6	- 11.6%
QCF 2 A-C GCSE level	22.1	19.9	- 10.0%
QCF 1 D-F GCSE level	15.2	11.3	-25.7%
No qualification	6.1	3.5	-42.6%

Table 1 – Projected qualification demand for Eastern Region (UKCES 2015)
Source: Old Hall Associates Ltd Report to Peterborough Skills Partnership Group (July 2015)



Data: Emsi 2016.1 Industry



Priority Programmes & Actions

- Develop and execute the **Skills Strategy Framework and Action Plan Q2 2018/19** to deliver an end-to-end regional skills system from schools, to FE and HE, to apprenticeships, to workplace.
- Develop the proposals and business case for the next phases of the **University of Peterborough**:
 - Phase 1: Curriculum development, marketing & engagement **Q2 2018/19**.
 - Phase 2: Develop teaching & learning and amenities for the interim University solution on the permanent site at the Embankment site **Q2 2019/20 and Q2 2020/21**.
 - Phase 3: Design and build new University Campus – **Business Case Q4 2018/19**.
- Deliver the **Apprenticeships** & Pathways to Employment schemes to:
 - Support young people to make informed choices about FE and HE so they can capitalise on the business employment opportunities available and help fill skills gaps.
 - Support young people into high quality apprenticeship programmes and on to skilled and in-demand occupations.
 - Establish an Apprenticeship Hub
 - Deploy the AGE grant supporting apprenticeships into SMEs.
- Establish a **Coordinated Employer-focused Skills System** including:
 - Managing the **devolved budget for 19+ adults skills education transition arrangements Q2 2019/20 and devolved budget Q4 2021/22**.
 - Delivering the **Health & Social Care Innovation Pilot to support 2000 people on universal credit into higher skilled health and care jobs, addressing skills shortages in this sector Q4 2021/22**. Assess the scope to extend the pilot and develop a Business Case and Implementation Plan.
 - Develop **community learning** to support people to access higher skilled, better paid jobs building on the **Opportunity Areas Programme** currently underway in East Cambs and Fenland.



2018/19 – 2021/22 Target deliverables

2018/19

iMET

- Skills Strategy and Action Plan launched
- 20,000 adults supported through further education and training
- iMET opens

2019/20



- University of Peterborough opens new Embankment Site
- 1,200 students enrolled at University of Peterborough

2020/21



- New Apprenticeship Service established and supporting 3,500 apprenticeships per year

2021/22



- 2,000 people have secured higher skilled health and care jobs
- 2,300 students enrolled at University of Peterborough



2030 Target Outcomes

Meeting businesses needs

Homegrown talent fostered through a wide range of education and training programmes is the foundation of the area's thriving job market.

The area's skills base matches businesses' needs.

Skills support is targeted on agreed sectors e.g. science, technology, engineering and maths (STEM) occupations, health and social work and construction.

Meeting people's needs

People have access to a world class end-to-end skills system with good early years provision, schools, colleges and universities.

The area's skills base matches people's needs at different stages in their careers.

The natural gaps between education and work are spanned by traineeships, work experience, apprenticeships, re-training and degrees supporting flexible and agile career paths and lifelong learning.

Social Inclusion

Adult, community and upskilling programmes provide a route to employment.

Vulnerable and excluded people are supported into work.

Investment in skills and education enables people to access higher skilled, better paid jobs improving labour market participation and productivity.



Challenges

Priority Programmes & Actions

Target Deliverables

2030 Target Outcomes



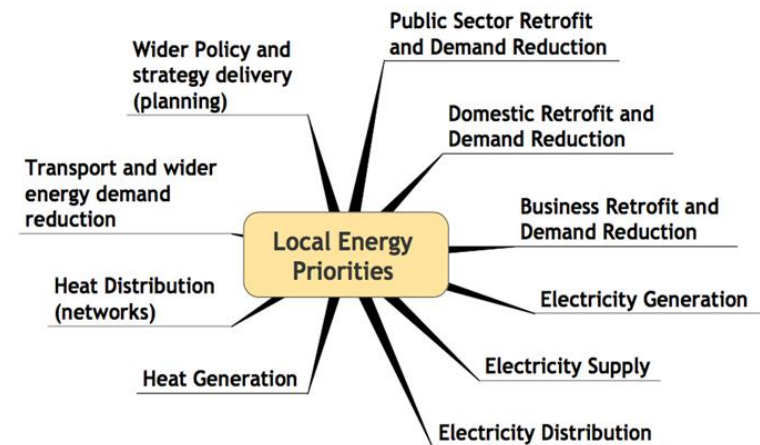
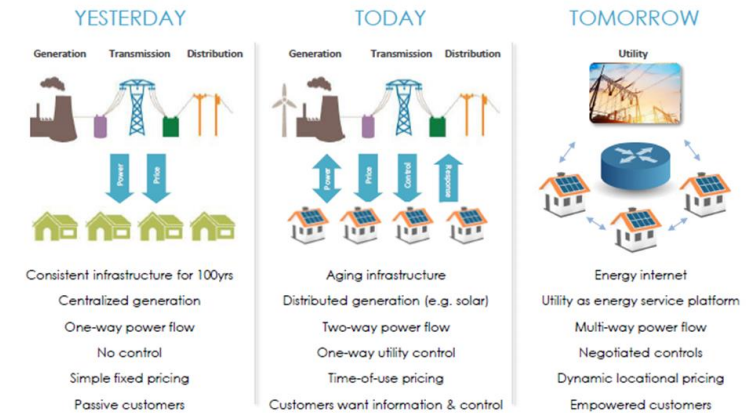
Challenges

• Energy & Water

- Reducing carbon emissions from energy consumption and finding alternative, clean, renewable sources of energy
- Addressing the barriers presented by utilities' distribution networks
- Planning for the security of long term water resources and drought resilience which is critical not only to agriculture but to businesses, homes and the environment
- Joining up clean technology, life sciences and ICT
- Enabling householders to improve the energy efficiency of their homes and reduce their waste

- **Mobility** - integrating public transport systems; enabling sustainable transport
- **Built environment** - designing and producing multi-usage, modular, energy-positive buildings from durable, non-toxic materials
- **Natural capital** - Harnessing the area's natural capital including high quality farmland, natural 'green and 'blue' assets, natural habitats – creating a network of naturally diverse, accessible places which are valued and enjoyed by our communities.

Electric System: Yesterday, Today and Tomorrow





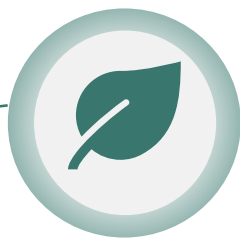
Priority Programmes & Actions

- Establish the **Local Energy Hub** for the Greater South East area (East of England, London, the South East and the Cambridge to Oxford growth corridor comprising 11 LEPs, 149 LAs and 16 counties) this will include:
 - Creating innovative financial model(s) to invest in local energy infrastructure Q3 2018/19.
 - Developing the delivery plan informed by the evidence base and the **Local Energy East Infrastructure and Delivery Strategy Q1 2018/19 and Q3 2018/19**.
 - Prioritising the most significant impediments to sustainable economic growth, e.g. housing and transport Q1 2019/20.
 - Creating feasibility studies and technical reports for funding and delivery approval Q3 2019/20.
- Develop and execute the **Rural Strategy Q4 2018/19** – including actions to:
 - Promote the benefits of Community Land Trusts to village communities, making use of designated/ non-designated rural land.
 - Apply environmental and energy efficient quality standards across all new buildings and homes.
- Develop and execute the **Local Transport Plan Q2 2019/20** to support the area's sustainable environment objectives and to help futureproof transport solutions that will reduce traffic congestion, parking and pollution problems – including the Clean Air Strategy, Walking and Cycling Strategies and 'Smart' transport initiatives.



2018/19 – 2021/22 Target deliverables

2018/19



- Greater South East Energy Hub established – managed by CPCA
- Tri-LEP area Energy Investment & Delivery Strategy launched

2019/20



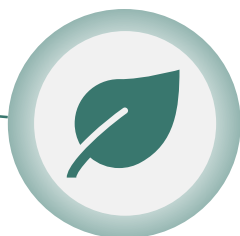
- Quality Charter for Growth adopted for all developments delivering sustainable growth

2020/21



- £50m energy infrastructure projects underway
- Transport for Cambridgeshire and Peterborough's pioneering public transport services have reduced traffic congestion and increased active travel

2021/22



- Improved public health outcomes delivered through clean air, cycle routes, long-distance footpaths and green infrastructure



2030 Target Outcomes

Renewable energy and clean growth

The area has optimised the use of local renewable energy generation, reduced energy consumption and carbon emissions and developed a thriving local energy market, buying and selling energy locally to manage energy costs.

Long term water resources and greater resilience to drought have been secured through better water management and infrastructure investment.

Sustainable and healthy communities

Investment in clean energy and public transport has delivered a modal shift, reduced traffic congestion, carbon emissions and air pollution; increased active travel (walking and cycling) and improved public health.

Investment in energy infrastructure supports Cambridgeshire and Peterborough's aspiration to move towards car-free city centres.

Natural & cultural assets

The area is a thriving tourist destination attracting visitors who want to experience its character, heritage, culture, natural habitats and rich environment.

Residents have access to a variety of parks and natural green and blue spaces.



Challenges

Priority Programmes & Actions

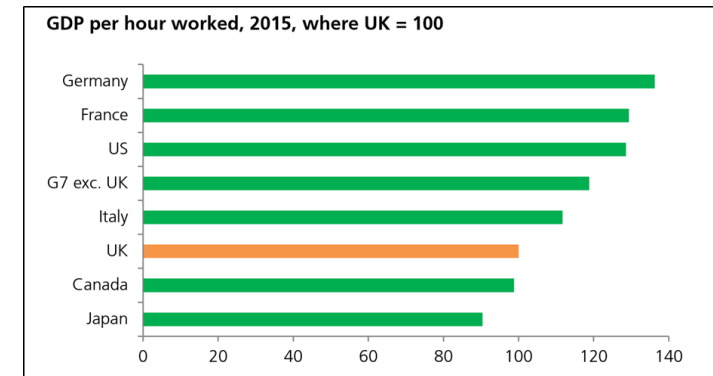
Target Deliverables

2030 Target Outcomes



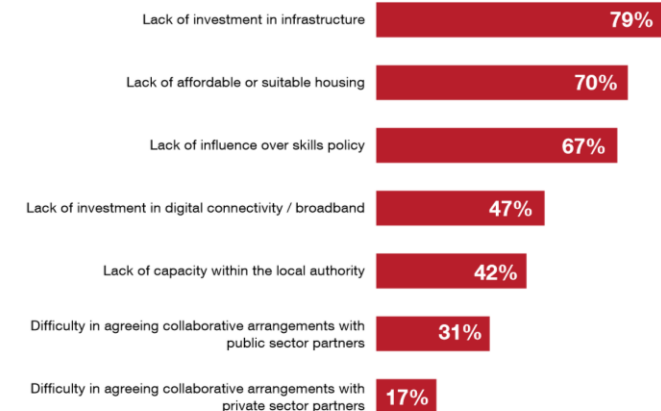
Challenges

- **UK's Productivity Gap** - the Office for Budget Responsibility revised down its forecasts for productivity growth, business investment and GDP growth through to 2020/2021. The UK's labour productivity has stagnated and the productivity gap widened since the recession and in 2015 was 19 percentage points below the rest of the G7 average according to ONS.
- **Cambridgeshire & Peterborough Productivity** – striking the balance in the investment and interventions required to achieve the target doubling of GVA.
- **Social and Physical Barriers to Economic Growth** - the 2017 PwC annual local government survey 'The local state we're in' identified barriers to economic growth with the top three being: lack of investment in infrastructure (79%), lack of affordable or suitable housing (70%) and lack of influence over skills policy (67%).
- **Impact of Brexit** – ensuring that the area has plans in place; concern that the agreed trading arrangements may have a negative impact
 - 44% of all UK goods & services go to EU
 - 53% of all UK imports come from EU
 - 45% of the stock of foreign direct investment in UK comes from EU



Productivity in the UK Briefing Paper, Sept 2017:

Figure 15: Key barriers to growth



PwC The Local State we're in, 2017



Priority Programmes & Actions

- Publish the **Local Industrial Strategy Q2 2018/19** and use it to agree economic investment priorities to shape future growth and productivity:
 - Use the evidence of the Economic Commission on the area's three economic areas (size, additionality, rate of growth, long term drivers of growth etc) to develop strategies and interventions that respond to the specific needs of these economic areas and influence decisions taken at national level.
 - Develop and execute **Key Sector Growth Programme** for the sectors highlighted by the Economic Commission and Local Industrial Strategy.
- Use the **Strategic Spatial Framework (Phase 1) Q1 2018/19** to support the implementation of development strategies in Local Plans to 2030 so that jobs and homes ambitions are met and joint strategic planning reflects the standards expected to deliver inclusive, place-based growth.
- **Strategic Spatial Planning Framework (Phase 2) Q4 2018/19** - Scope the opportunities for longer term strategic planning between the Combined Authority and Planning Authorities from 2036 to 2050.
- Develop and execute the **Finance and Investment Strategy Q3 2018/19**.
- Develop and execute the **International Trade Programme Q3 2018/19** – work with delivery partners to implement the strategy and action plan to attract international students, research contracts and business investors and compete on the international stage.
- Develop the business case to establish an **Incubator and Accelerator Hub and Satellites** creating an inspiring network of work spaces and enabling environments to support high growth start-up businesses and to nurture and grow-out existing businesses **Q4 2018/19**.
- Develop the business case to extend the network of **Enterprise & Job Zones** to support the creation of more high value jobs and improve the productivity of existing businesses by targeting (i) specific growth sectors; (ii) existing sectors that generate significant GVA and (iii) sectors that support a large number of businesses/employees **Q4 2018/19**.
- Create an **Innovation & Business Growth Fund Q3 2018/19** providing businesses with the ability to access finance (grant/loan funds; public/private financing).
- Establish **Investment capacity Q1 2018/19** to optimise CPCA/LEP/GCP funds, working with investors and national/international partners to attract direct investment and develop innovative financial models to create capital and income streams e.g. Land Value Capture.



2018/19 – 2021/22 Target deliverables

2018/19



- Local Digital, Life Sciences, Advanced Manufacturing and Agri-tech Growth Strategies & Plans launched
- Trade Agreements with key markets in place

2019/20



- Investment Plans for every Market Town including business space and Enterprise Investment Zones

2020/21



- International trade increased by £300m
- £100m additional International investment in the region
- 10% growth in major local companies

2021/22



- £1.7bn growth in our economy*
- Minimum 8% growth in each of our four priority sectors* (Digital; Life Sciences; Advanced Manufacturing and Agri-tech)



2030 Target Outcomes

Inclusive Growth & Productivity

Cambridgeshire and Peterborough is applauded as a model of locally-led economic growth.

Cambridgeshire and Peterborough is an exemplar inclusive economy providing opportunity for all the area's residents.

Cambridgeshire and Peterborough is on track to double the size of the economy to £40bn GVA by 2040. The Combined Authority has boosted productivity and earning power across the region.

Sector Growth

The area is world renowned in Life Sciences, Agri-tech, ICT and Digital and Advanced Manufacturing and Engineering.

Existing centres of expertise have been nurtured and new growth has been supported to scale and grow out.

Collaboration between businesses and academia continues to generate innovative and pioneering products and services. Cambridgeshire and Peterborough consistently tops the innovation leader board.

International Trade & Investment

The region has attracted over £500m direct investment to the area

The Combined Authority has developed exciting value propositions to attract inward investment and create capital and incomes streams.



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 7
23rd JULY 2018	PUBLIC REPORT

RECONSIDER THE AMENDMENT TO STANDING ORDERS FOR THE OVERVIEW AND SCRUTINY COMMITTEE – PUBLIC QUESTION SCHEME

1.0 PURPOSE

- 1.1 At the Overview and Scrutiny Committee meeting held in September 2017 the committee considered a briefing note that outlined how the Committee could amend the constitution to add a public question time scheme to the overview and scrutiny procedure rules.
- 1.2 The Committee voted 6 in favour and 6 against having a public question scheme. As there was no clear majority the motion to introduce a public question scheme failed.
- 1.3 The Chair for the Overview and Scrutiny Committee has requested that this issue be reconsidered by the committee at its earliest convenience.

<u>RECOMMENDATION</u>
Lead Officer: Kim Sawyer, Legal Counsel and Monitoring Officer
<p>That the Committee reconsider the report and briefing note provided to members at their September meeting which can be found at Appendix A to this report.</p> <p>That the committee decide:</p> <ol style="list-style-type: none">a) Whether it would like to introduce a question time scheme;b) the purpose of such a scheme; andc) to make recommendations on the rules for the scheme. <p>Subject to the agreement on whether to adopt a public question time scheme, the Committee agrees to recommend to the Combined Authority Board that the Constitution (Chapter 8 - Overview and Scrutiny procedure rules) be amended to include an overview and scrutiny question time scheme as set out in Appendix 1b.</p>

2.0 BACKGROUND

- 2.1 The Committee considered whether to introduce a public question time scheme to the Overview and Scrutiny procedures in September 2017.
- 2.2 Member of the committee raised the following points during their discussion of this issue:
- 1) It would be important for members of the public if they had an issue with the Combined Authority to have this avenue available to them, even though it would probably not be used much.
 - 2) There was a concern that pressure groups would monopolise the scheme.
 - 3) Some members raised the point that the Committee was not a decision-making body and therefore queried what type of questions could be posed by the public for the Committee to provide responses.
 - 4) One member felt that by introducing a public question scheme it would create an additional layer of bureaucracy.
 - 5) One member raised the issue that the Committee would not be equipped with the necessary knowledge to provide adequate responses.
- 2.3 The Committee took a vote and the motion failed to carry as the vote was tied.

3.0 APPENDICES

- 3.1 Appendix A – Overview and Scrutiny report considered at the September committee meeting.

Source Documents	Location
Overview and Scrutiny Committee minutes – September 2017	http://cambridgeshirepeterborough-ca.gov.uk/assets/Overview-and-Scrutiny-Committee/Draft-OS-Minutes-210917.pdf



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 5
	PUBLIC REPORT

Amendment to Standing Orders for the Overview & Scrutiny Committee – Public Question Scheme

1.0 PURPOSE

- 1.1 The purpose of the report is to ask the Committee whether it wishes to recommend to the Combined Authority Board that the Committee amend the constitution to add a question time scheme to the overview and scrutiny procedure rules.

<u>RECOMMENDATION</u>	
FROM:	21st September 2017
Lead Officer and Author:	Kim Sawyer, Monitoring Officer
<p>The Committee is required to decide:</p> <ul style="list-style-type: none"> (a) whether it wishes to introduce a question time scheme; (b) the purpose of such a scheme; and (c) to make recommendations on the rules for the scheme. <p>Subject to the agreement on whether to adopt a public question time scheme, the Committee agrees to recommend to the Combined Authority Board that the Constitution (Chapter 8 - Overview and Scrutiny procedure rules) be amended to include an overview and scrutiny question time scheme as set out in Appendix 1b.</p>	

2.0 BACKGROUND

- 2.1 At the July, Overview and Scrutiny Committee meeting members requested that officers produce a briefing to outline the constitutional process for

allowing public questions at future Overview and Scrutiny Committee meetings.

- 2.2 The Overview and Scrutiny procedure rules were written to take account of the legal framework. The Board was however keen for the Committee to develop its own procedures.
- 2.3 The shadow Overview and Scrutiny Committee was consulted on the draft procedure rules when the Constitution was in development and the shadow Committee agreed to revisit the procedure rules once it had been formally established.
- 2.4 The Committee asked the Scrutiny Officer to undertake research on whether any other Combined Authority Overview Scrutiny Committees had introduced a scheme. The results of the research are set out in Appendix 1. Members will note that no other Overview and Scrutiny Committees had introduced a scheme at this time.

3.0 CONSIDERATIONS

- 3.1 To introduce a public question time scheme for this committee, the members are asked to consider the three questions posed in the briefing note at Appendix 1.

- 1) Firstly, the Committee should consider whether they wish to recommend that the Committee introduce a question time procedure.

Amendments to the Constitution are a matter for the Board and will require a recommendation from this committee to the Board.

- 2) If it does wish to approve a scheme, the Committee should make recommendations on a scheme to enable the constitution to be amended. It should decide the purpose of its scheme and how it will be different from that adopted by the Board to avoid public confusion.

If the committee decides not to introduce a scheme, the Chair will still have discretion to enable members of the public to ask a question in relation to a matter on the agenda or where the committee is requesting evidence as part of a review.

- 3) The Committee will need to consider and agree the rules for the scheme.

Finally, the Committee should make recommendations on the proposed scheme to the Board with a request to amend Chapter 8 of the Constitution related to the Overview and Scrutiny Committee Procedure rules

- 3.2 The briefing note at Appendix 1 outlines some points for the Committee to consider and some suggested recommendations for the members to discuss.

4.0 APPENDICES

4.1 Appendix 1 – Briefing note on public questions.

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

Appendix 1

Briefing Note

Public Questions at Overview and Scrutiny Committee meetings for the Combined Authority

Background:

At the June Overview and Scrutiny Committee meeting members requested that the Scrutiny Officer undertake research and prepare a briefing note to outline options for introducing a public question scheme at Overview and Scrutiny Committee meetings.

The Committee were advised that the Overview and Scrutiny procedure rules were written to take account of the legal framework set down in legislation. Prior to the establishment of the Committee, the board set up a shadow committee to enable it to develop its own procedures and make recommendations to them. The shadow Overview and Scrutiny Committee was consulted on the draft procedure rules and agreed to revisit them once it had been formally established. The shadow Committee did not make any recommendations for a question time scheme.

If the Committee wishes to have a question time scheme, this would require an amendment to the constitution which requires a decision of the Board.

The Committee are requested to decide

- (d) whether to recommend that the Committee introduce a question time procedure;
- (e) If yes, the Committee should decide (a) the purpose of and (b) the rules for its scheme; and

Question 1

Does the Committee wish to recommend that the Committee introduce a question time procedure?

Points to consider

From the research undertaken:-

- The Cambridgeshire and Peterborough Combined Authority Board has a public questions procedure and the scheme is set out in Appendix 1A.
- From the research undertaken, only one other Combined Authority Board, ie West Mids CA, has a question time facility.
- None of the Combined Authorities Overview and Scrutiny Committees has yet put in place question time arrangements.
- The Cambridgeshire Police and Crime Panel has a similar scheme to the one adopted by the Board.

- Peterborough City Council's Overview & Scrutiny Committee does not have a question time, except for when dealing with requests to call in an executive decision.

Under common law, the Chair becomes invested with authority to regulate and control proceedings for the purpose of the meeting. If the Chair considers that the Committee would benefit from a contribution from a member of the public, and the committee agree, then he has the power to allow a member of the public to contribute, ie when the committee is taking evidence as part of a scrutiny review.

Recommendation

- a) The Overview & Scrutiny Committee should decide whether to recommend to the Board that a public question scheme be adopted by the committee.

Question 2

If the Committee recommends a scheme, what is the purpose of its scheme and how it will be different from that adopted by the Board to avoid public confusion?

Points to consider: -

- The Board's question time allows the public to ask question of the Board on matters relating to the work of the Combined Authority.
- The role of the Committee is to provide an overview and scrutinise the work of the Board. If the Committee invites the public to ask questions at its meeting, it will want to ensure it is about scrutiny matters and not matters relating to the Board. It would want to avoid referring members of the public back to the Board for an answer to their questions.
- The Committee will want to avoid similar questions or themes being asked at both the O&S Committee and the Board.
- Question time should not be a replacement for public consultation and engagement. The Committee may want to invite members of the public to give evidence as part of a review. This would be separate from any question time process.
- It should be regulated to allow for fairness to those attending and so that the agenda cannot be dominated by one or a group of individuals

Recommendation

If the Committee agree to recommend a scheme, It should recommend to the Board that the Committee wish to adopt a public question time that would allow public questions at each meeting of the Overview and Scrutiny Committee:

- a) To enable members of the public to engage with the Committee and pose questions relating to its remit and functions as an overview and scrutiny committee. Questions will only be accepted if they relate to the Committee's role and responsibilities or an item that the committee is scrutinising.
- b) It will not be a platform for the public to put questions to the Mayor or the Board of the Combined Authority, both of whom have separate arrangements for dialogue with the public.
- c) Questions that should more appropriately be addressed to another party such as the Combined Authority Board or the Mayor will be refused and the member of the public will be advised where best to direct the question.

Question 3

What would be the rules of the public question scheme?

Points to consider:-

- **Time Limit on Speaking**
 - The Committee have agreed to meet for approximately 2 hours once a month and over time will develop a work programme. Therefore, it will want to ensure it has sufficient time to deliver its work programme.
 - The Board has allowed 30 minutes for question time to ensure a balance between public engagement and the need to progress the work of the Board. Priority is given to questions relating to matters on the agenda.
 - The Board has allowed 2 minutes per person for asking a question at the meeting with an optional 1 minute for a supplementary question to ensure a fair distribution of time between questioners.
 - The West Mids Combined Authority Board, the only other Board to have adopted a scheme, have a time limit per person of 5 minutes for a person to speak. They also invite people/service users or their representatives to give evidence when undertaking a scrutiny review. This enables them to have a balance between written evidence and oral evidence.
 - Any questions not dealt with could be answered by the Chair after the meeting. Again, the Chair will want to avoid speaking on behalf of Board members and to keep executive matters separate from overview and scrutiny matters.

- **Notice to be Given**

- The Board have asked for notice of questions. This enables the Board to have had the opportunity to give the public a detailed response. The Board felt that members will want and deserve an answer at the meeting, rather than an answer later on after the meeting.

- **Order for questions**

- For the Board, priority is given to questions on items on the agenda for the meeting, or issues where decisions are expected before the next meeting. The order in which first these and then other questions shall be presented to the meeting shall be determined by a draw undertaken by the Monitoring Officer.
- The Committee may want to consider other options, ie if notice of questions is not required, the Chair could decide from amongst the audience by show of hands, asking the public to write down the questions and the Chair draws them from a hat.
- The Scrutiny Officer could group and combine questions in order of themes at the meeting, or this could be done prior to the meeting, if notice of questions is given.

- **Repeated Questions**

- The Committee could introduce a six-month rule where a question cannot be a repeated question that has already been asked in the past year.

Recommendation

If the Overview and Scrutiny Committee recommend a scheme, it is recommended that the Board's scheme in Appendix 1a be adapted for the Overview and Scrutiny committee's needs.

A suggested scheme for the Overview and Scrutiny Committee is set out in Appendix 1b. The scope for questions (para 17.7) has been amended to take account of the Committee's role

The Committee are asked to consider the scheme in Appendix 1b and agree any amendments.

The Committee should then agree to recommend its scheme to the Board, and request the Constitution (Chapter 8, Scrutiny Procedure rules, Paragraph 17, Page 59) be amended to include the scheme.

Appendix 1A

Chapter 5, paragraph 18, page 29 of the CACP constitution.

18. Questions by the Public

General

18.1. Councillors of Constituent Authorities and members of the public who are residents of the Combined Authority area or work in the area may ask questions of a Member of the Combined Authority, including at an Extraordinary Meeting. For Extraordinary Meetings, the question must relate to the item on the agenda.

18.2. The total time allocated for questions by the public shall normally be limited to a maximum of 30 minutes, but the Chair shall have the discretion to add a further 15 minutes.

18.3. Where there is an item on the agenda that has attracted significant public attendance, that matter shall normally be taken early in the agenda, unless the Chair agrees there is a compelling reason to do otherwise.

Order of Questions

18.4. Priority will be given to questions on items on the agenda for the meeting, or issues where decisions are expected before the next meeting. The order in which first these and then other questions shall be presented to the meeting shall be determined by a draw. The draw shall be conducted by the Monitoring Officer prior to the meeting.

Notice of Questions

18.5. A question may only be asked if notice has been given in writing or by electronic mail to the Monitoring Officer no later than midday three working days before the day of the meeting. Each question must give the name and address of the questioner and where possible, the name of the Member of the Combined Authority Board to whom it is to be put.

Number of Questions

18.6. At any one meeting, no person may submit more than one question.

Scope of Questions

18.7. If the Monitoring Officer considers a question:

(a) is not about a matter for which the Combined Authority has a responsibility or which affects its area;

(b) is illegal, improper, defamatory, frivolous or offensive including if it makes unfair claims about Members of the Combined Authority or Constituent Authority staff;
(c) is substantially the same as a question which has been put at a meeting of the Combined Authority Board in the past year; or
(d) requires the disclosure of confidential or exempt information he/she will inform the Chair who will then decide whether or not to reject the question.

Record of Questions

18.8. The Monitoring Officer shall record the question and will immediately send a copy to the Member to whom it is to be put. Rejected questions will be recorded including the reasons for rejection.

18.9. Written answers will be provided after the meeting to the person who submitted the question. Copies of all questions will be circulated to all Members. Questions and answers will be added to the Combined Authority website.

Asking the Question at the Meeting

18.10. The Chair will invite the questioner to put the question to the Member named in the notice. Up to two minutes are allowed for putting the question. If a questioner who has submitted a written question is then unable to be present, they can ask for a written response. No debate will be allowed on the question or response.

Supplementary Questions

18.11. Unless due to time shortage and the need to answer other questions means there is insufficient time for supplementary questions, a questioner may also put one supplementary question without notice to the Member who has replied to his or her original question. A supplementary question must arise directly out of the original question or the reply. One minute is allowed for putting the supplementary question.

Answers

18.12. Up to two minutes are allowed for answering a question or supplementary question. Any question which cannot be dealt with, either because of lack of time will be dealt with by a written answer.

Appendix 1b – Suggested Public Question Scheme

Chapter 8, Overview and Scrutiny Procedure rules - new Paragraph 17, Page 59.

17. Questions by the Public

17.1. Councillors of Constituent Authorities and members of the public who are residents of the Combined Authority area or work in the area may ask questions to the Overview and Scrutiny Committee, including at an Extraordinary Meeting. For Extraordinary Meetings, the question must relate to the item on the agenda.

17.2. The total time allocated for questions by the public shall normally be limited to a maximum of 30 minutes, but the Chair shall have the discretion to add a further 15 minutes.

17.3. Where there is an item on the agenda that has attracted significant public attendance, that matter shall normally be taken early in the agenda, unless the Chair agrees there is a compelling reason to do otherwise.

Order of Questions

17.4. The order in which first these and then other questions shall be presented to the meeting shall be determined by a draw. The draw shall be conducted by the Monitoring Officer prior to the meeting.

Notice of Questions

17.5. A question may only be asked if notice has been given in writing or by electronic mail to the Monitoring Officer no later than midday three working days before the day of the meeting. Each question must give the name and address of the questioner.

Number of Questions

17.6. At any one meeting, no person may submit more than one question.

Scope of Questions

17.7. If the Monitoring Officer considers a question submitted:

- (a) does not relate to the Committee's role and responsibilities or related to an item that the committee is scrutinising.
- (b) is illegal, improper, defamatory, frivolous or offensive including if it makes unfair claims about Members of the Combined Authority or Constituent Authority staff;
- (c) is a question that should more appropriately be addressed to another party such as the Combined Authority Board or the Mayor
- (d) is substantially the same as a question which has been put at a meeting of the Overview and Scrutiny Committee in the past year
- (e) requires the disclosure of confidential or exempt information

The Monitoring Officer will inform the Chair who will then decide whether to reject the question, or if (c) applies, to refer it to the Board.

Record of Questions

17.8. The Monitoring Officer shall record the question and will immediately send a copy to the Chair and relevant shadow portfolio holder. Rejected questions will be recorded including the reasons for rejection.

17.9. Written answers will be provided after the meeting to the person who submitted the question. Copies of all questions will be circulated to all Members. Questions and answers will be added to the Combined Authority website.

Asking the Question at the Meeting

17.10. The Chair will invite the questioner to put the question to the Committee. Up to two minutes are allowed for putting the question. If a questioner who has submitted a written question is then unable to be present, they can ask for a written response. No debate will be allowed on the question or response.

Supplementary Questions

17.11. Unless due to time shortage and the need to answer other questions means there is insufficient time for supplementary questions, a questioner may also put one supplementary question without notice to the committee. A supplementary question must arise directly out of the original question or the reply. One minute is allowed for putting the supplementary question.

Answers

17.12. Up to two minutes are allowed for answering a question or supplementary question. Any question which cannot be dealt with because of lack of time will be dealt with by a written answer.



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 9
23 JULY 2018	PUBLIC REPORT

OVERVIEW AND SCRUTINY BUDGET PROPOSAL

1.0 PURPOSE

- 1.1 To provide the Committee with an opportunity to discuss whether they would like to recommend to the Combined Authority Board that a budget be allocated for the Overview and Scrutiny Committee to help support their work programme.

<u>RECOMMENDATION</u>	
Lead Officer:	Kim Sawyer, Legal Counsel and Monitoring Officer
That the Committee discuss: a) whether they would like to recommend to the Combined Authority Board that a budget for the committee be ringfenced for future reviews to be carried out. b) propose a suggested budget amount for the committee to use for the municipal year to be considered by the Combined Authority Board.	

2.0 BACKGROUND

- 2.1 The Combined Authority has been set up as a commissioning body with a small, focused staffing structure.

The Overview and Scrutiny Committee for the Combined Authority has limited resources available to them.

The Committee is supported by the Statutory Scrutiny Officer.

- 2.2 The Committee decided in January 2018 that they would like to set up a Task and Finish Group to review the Mass Rapid Transport Project.

During the groups discussions it was realised that there was limited capacity from officers at the Combined Authority to provide support to the

Task and Finish group and as a result the members decided that they would like to engage the services of an independent consultant who could advise and support the group during their review.

- 2.3 Funding was approved by the Mayor of the Combined Authority for the Task and Finish group to engage the services of an appropriate consultant.
- 2.4 The Overview and Scrutiny committee may decide they would like to carry out further reviews into other areas of the Combined Authority work in future.

Therefore, it is suggested that the committee consider whether they would like to request that the Overview and Scrutiny Committee receive a specified budget each year to enable them to carry out in depth reviews to help support and scrutinise the work of the Combined Authority.

- 2.5 The Committee would need to suggest that a set amount is ringfenced in the Combined Authority budget for Overview and Scrutiny reviews that could be drawn down from as and when it is required for each review or other needs necessary for the committee to carry out its work.

Each request for funding would need to be justified and prove that the review would be adding value to the Combined Authority.

The budget would need to be reviewed annually by the committee.

3.0 Appendices

- 3.1 No appendices



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 11
23 JULY 2018	PUBLIC REPORT

OVERVIEW AND SCRUTINY WORK PROGRAMME

1.0 PURPOSE

- 1.1 To provide the Committee with the draft work programme for the Overview & Scrutiny Committee for the remainder of the 2018/19 municipal year and to ask the committee to comment and make suggestions.

<u>RECOMMENDATION</u>	
Lead Officer:	Kim Sawyer, Legal Counsel and Monitoring Officer
That the Committee discuss items that they would like to be added to the work programme for the Overview & Scrutiny Committee for the 2018/19 municipal year attached at Appendix 1.	

2.0 BACKGROUND

- 2.1 In accordance with the Constitution, the Overview & Scrutiny Committee is responsible for setting its own work programme.
- 2.2 A draft work programme which shows the items to be considered over the forthcoming year is attached at Appendix 1.

3.0 APPENDICES

- 3.1 Appendix 1 – Work Programme.

Appendix 1

OVERVIEW AND SCRUTINY WORK PROGRAMME 2018/19

Meeting Date	Item	COMMENTS
23 rd July 2018 Fenland DC	Community Land Trust – Presentation Committee to receive a presentation on Community Land Trusts	
	Medium term Financial Plan Committee to receive a report from the Interim Chief Finance Director and committee members to provide input into the Medium term financial plan to be taken to the Board in September.	
	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	
	Reconsider the Amendment to Standing Orders for the Overview & Scrutiny Committee – Public Question Scheme Committee to receive a report that had previously been considered at the	

Meeting Date	Item	COMMENTS
	committee's September meeting.	
	Overview & Scrutiny Budget Proposal Committee to receive a report which will outline a proposal for some funding to be ringfenced for the committee's future reviews.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	
24th Sept 2018 Cambridgeshire County Council	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Affordable Housing Update Committee to receive a report from the Director of Housing which will provide an update on the progress in regard to the Affordable Housing programme.	
	Presentation from Programme Officer for the Combined Authority Project Management processes of the Combined Authority	

Meeting Date	Item	COMMENTS
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Call In Process Members to discuss possible changes to the Call In process	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	
29th Oct 2018 Peterborough City Council	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	

Meeting Date	Item	COMMENTS
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	
26th November 2018 Fenland DC	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Mayor of the Combined Authority Mayor James Palmer to attend to respond to questions submitted from the committee.	
	Interim Update on Transport Plan from Transport Director Committee to receive an update form the Transport Director on the progress of the new Transport Plan for the Combined Authority	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the	

Meeting Date	Item	COMMENTS
	Combined Authority Board meeting.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	
17th Dec 2018 Cambridge City Council	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	

Meeting Date	Item	COMMENTS
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	
28 th January 2019 Huntingdonshire DC	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Mayor of the Combined Authority Mayor James Palmer to attend to respond to questions submitted from the committee.	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Member Update on Combined Authority Activity	

Meeting Date	Item	COMMENTS
	Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	
25th February 2019 South Cambs DC	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	

Meeting Date	Item	COMMENTS
25 th March 2019 Cambridgeshire County Council	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	
18 th April 2019 TBC	Minutes Committee to approve the minutes for accuracy from the last meeting and discuss any matters arising.	
	Mayor of the Combined Authority Mayor James Palmer to attend to respond to questions submitted from the	

Meeting Date	Item	COMMENTS
	committee.	
	Review of Combined Authority Upcoming Agenda Standing item for the Committee to review the upcoming agenda for the Combined Authority Board meeting.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee.	
	Overview and Scrutiny Work Programme To consider the work programme for the year 2018/19.	