



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY – OVERVIEW AND SCRUTINY COMMITTEE

DRAFT MINUTES

Date: Monday, 25 October 2021

Time: 11:00

Location: Fenland Hall, County Road, March, PE15 8NQ

Present:

Cllr S Corney	Huntingdonshire District Council
Cllr L Dupre (Chair)	East Cambridgeshire District Council
Cllr A Sharp	East Cambridgeshire District Council
Cllr D Baigent	Cambridge City Council
Cllr M Davey	Cambridge City Council
Cllr M Atkins	Cambridgeshire County Council
Cllr A Coles	Peterborough City Council
Cllr D Jones	Peterborough City Council
Cllr A Miscandlon	Fenland District Council
Cllr A Hay	Fenland District Council
Cllr P Fane	South Cambridgeshire District Council
Cllr A Van de Weyer	South Cambridgeshire District Council

Officers:

Rochelle Tapping	Deputy Monitoring Officer, Combined Authority
Anne Gardiner	Statutory Scrutiny Officer, Combined Authority
Robert Fox	Governance Officer, Combined Authority
Saffron Bamforth	Governance Assistant, Combined Authority

1. Apologies for Absence

- 1.1 Apologies were received from Cllr Rippeth, substituted by Cllr Fane.
- 1.2 Apologies were received from Cllr Coles, Cllr Dew and Cllr Goldsack.

2. Declarations of Interest

- 2.1 No declarations of interest were made.

3. Minutes of the Previous Meeting

3.1 The minutes of the meeting held on Monday, 27 September 2021 were agreed as an accurate record.

4. Public Questions

4.1 There were no public questions.

5. Transport Update

5.1 Transport Manager, Mehmet Ahmet, introduced the report which gave the Overview and Scrutiny Committee an update on the work being carried out by officers across the transport schemes requested by the committee.

5.2 The Chair requested that officers publish the pre-written questions and responses after the meeting as an additional item to the agenda, as there was limited time to read these out in full. Members were able to ask one follow-up question for questions they have submitted.

5.3 The Mayor thanked Members for the invitation and gave apologies on behalf of the Head of Transport, Rowland Potter, who couldn't attend the meeting.

5.4 The Chair asked in reference paragraph 2.2 within the Transport Report on active travel, whether there was a timeline on this.

- The Transport Manager informed that the initial work had been done on the Active Travel Cycling Tsar utilising research on other regions with similar work. A job description for an individual to work as a specialist in this area had been put together, working with other councils and local cycling groups. The next step would be to go through the internal processes to hire to these positions.
- The Mayor was happy to see support for a meaningful position in the CA on active travel. The Mayor advised that there may be a lengthy hiring process as there was a need to ensure the right person would be hired.

5.5 The Chair asked about the funding meeting on 22nd September with Minister Chris Heaton-Harris MP.

- The Mayor answered that the meeting went well and that the Minister was clear they wanted more clarity on the direction the CA was going for on active travel. Since this meeting there had been further positive announcements from the department.
- Officers agreed to provide clarity on the progress of the Tranche 3 funding applications.

5.6 Member asked for an update on Key Route Networks and the position of the Combined Authority.

- The Transport Manager answered that the consultation was open on the Key Route Networks, and that there had been responses from Local Councils on the paper. They were still awaiting responses from Mayoral Authorities.

- 5.7 Member asked about Railways, and why there was no reference to the Ely Area Capacity Enhancements announcement?
- The Mayor answered that this was a priority and that there should have been a reference to this included in the report. The CPCA were working with East Cambridgeshire District Council to level up the region, and the Mayor had also had the opportunity to sit down with Network Rail, to discuss the environmental benefits of moving freight from the A14 to railways.
- 5.8 Member asked about the scope of the Local Transport and Connectivity Plan (LTCP), given the tight timescales, and how much engagement had there been with constituent councils?
- The Transport Manager responded that the team have had separate meetings with constituent councils and leaders on the different aspects, to help drive the soft launch which was on track to start next week. During the period of the soft launch there would be a workshop with councils and leaders on the LTCP.
 - The Mayor added that it had been a very complex process, there had been a frustration from the Board that there was a programme in place and now there wasn't. The Mayor shared the frustration that it had taken longer to get another programme started, however was happy that the board had voted to take on 31 recommendations from the Independent Climate Commission. The Mayor highlighted that taking these into account may mean it may take longer to develop innovative transport solutions but that it was important to do so.
- 5.9 Member asked for an update on the GP Prescribing service.
- The Mayor stated that he desired to strengthen preventative measures to intervene and make huge cost savings, using public health as a golden thread through all policy making in Cambridgeshire and Peterborough. The CPCA would need to put money behind prescribing a healthy lifestyle.
 - The Transport Manager added that one outcome from the meeting with the Minister (Minute 5.5) was to make a fuller submission to encourage community groups for cycling and walking communities. This should start March/April 2022 if successful. This would also include changing the designs of streets to be more suitable for cyclists and pedestrians (Mini Hollands), and to discourage the use of cars.
- 5.10 Member asked on the Bus Service Improvement plan and expressed their disappointment not to have received a full report included in the agenda. They pointed out that there was only a 4-page report for Wednesdays board meeting.
- The Mayor agreed that that the CPCA needed to be open and transparent, and would look to produce a full report for members.
 - Officers agreed to work towards providing the full report.
- 5.11 The Chair queried that the Bus Service Improvement plan report was not in the public domain yet was due to be approved by the Board on Wednesday.
- The Mayor advised that the CA Board Members had seen the full report, but that it wasn't currently public information.

- 5.12 The Chair moved on to the pre-written questions, and asked for a further response on Question 1 on why Bus Services are not yet up to pre pandemic standards?
- The Mayor responded Stagecoach was running at 100% capacity and that overall Bus Services were nearly back at pre pandemic standards.
 - In response to questions on specific bus services and routes, the Mayor advised that Members could contact the Transport team directly with any data they had.
- 5.13 Member asked for further explanation on Question 4, what was the strategy for connecting Alconbury Weald to a public transport network?
- The Mayor answered he would look into the additional service, and that it was unhelpful to keep focusing on public transport to Alconbury Weald as they were looking at all possible options including a new railway station.
- 5.14 Member asked for further explanation on Question 6, how would bus timetable information be made accessible to residents who do not regularly or comfortably use the internet?
- The Mayor responded that the CPCA were looking into changing the way the region provided public transport by using DRT options in rural areas. This can be accessed by phone call as well as on an app.
- 5.15 Member asked for further explanation on Question 9, on what the Mayor saw as his alternative to One CAM?
- The Mayor answered that there needed to be a particular focus on developing solutions for the northern region, in particular around Wisbech, and to drive Network Rail to improve connectivity. Alternatives would be presented to the Board in October for their consideration within the One CAM and Local Transport and Connectivity Plan papers.
- 5.16 Member asked for further explanation on Question 10, on the relationship between the Climate Change Commission and the alternative solution to the One CAM project?
- The Mayor responded that the Climate Change Commission recommendations were the focus of the Local Transport and Connectivity Plan.
- 5.17 Member asked for further explanation on Question 11, asking to know how they were engaging with communities?
- The Transport Manager answered that there was a website to interact with communities, they would be sending out questionnaires, and the next four weeks will be spent engaging with local communities.
- 5.18 Member asked what had already been put in place for the bus review, and what was the uptake on these plans?
- The Mayor responded that he had oversight of the 905 bus service from St Neots to Cambridge through being a local resident, he had seen that this service had been used more frequently. He would still be supporting returning to the full X5 bus service that came before the 905.

- The Mayor agreed to provide the Committee with more information on the bus review.
- 5.19 The Committee thanked the Mayor and the Transport Manager for attending the meeting to answer their questions.

6. Confirmation of Lead Member Appointments

6.1 The Committee received the report which requested they confirm the appointment of the Lead Members for Housing, Skills and the Transport & Infrastructure Committees, the Business Board and Climate Change & Environment.

6.2 The Chair asked, would the Committee like to appoint task and finish groups for One CAM and Buses, or suggest any alternatives?

- The Committee agreed that Cllr Hay and Cllr Davey could continue look at this, although they would need to wait for more information from the Mayor on One CAM.
- The Committee agreed that these roles would become Rapporteur roles on these subjects and would report back to the Committee at a later date.
- The Deputy Monitoring Officer advised the Committee to be aware of possible areas of conflict of interest where a nominated Lead Member or Rapporteur sat on an Executive Committee, this Member would not be able to scrutinize if they had been involved in the decision.
- The Chair confirmed that the Committee would receive a report in December to consider the conflict policy.

6.3 The Committee agreed to;

a) Confirm the appointments of:

Cllr Dave Baigent – Lead Member for Transport

Cllr Andy Coles and Cllr Alex Miscandlon - Lead Members for Skills

Cllr Aidan Van de Weyer – Lead Member for Housing

Cllr Michael Atkins – Lead Member for Climate Change and Environment

Cllr Doug Dew – Lead Member for Business Board

b) Appoint Cllr Hay as the Rapporteur for the Bus Reform Review and Cllr Davey as the Rapporteur for the CAM.

7. Overview and Scrutiny Arrangements Update

7.1 The Committee received the report, which provided the Overview and Scrutiny Committee with an update on the work being carried out by officers in relation to the actions recommended by the Centre for Governance and Scrutiny.

7.2 Members noted that within the information sharing protocol that they would only be able to request confidential information if it was an item on the O&S work programme that was being scrutinised.

7.3 The Chair commented on the feedback from the CA Board and highlighted that they had made a point of suggesting that the Committee looked into scrutinising Officer Decision Notices and Mayoral Decision Notices.

- 7.4 The Committee requested that Officers investigate the process and publishing notification for Mayoral Decision Notices.
- 7.5 The Board have requested that the Committee review the fundamental commitments on which the CPCA was founded. The Chair agreed to provide a review on this.
- 7.6 The Committee agreed to;
- a) Note the Action Log from officers.
 - b) Approve the Information Sharing Protocol
 - c) Note the feedback from the Combined Authority Board meeting.

8 O&S Trading Companies – Terms of Reference

- 8.1 Robert Fox, Governance Officer, provided a draft terms of reference report in relation to the Committee's role in scrutinising the Combined Authority's trading companies, and highlighted the main points raised and issues identified in the report.
- 8.2 Member requested that under the proposed Terms of Reference that (c) be amended to state 'Review any matter within the Committee's power, pertaining to the Combined Authority's trading companies and any future activities of those trading companies.'
- 8.3 The Committee requested that delete (a) as they found that it sat in Audit and Governance territory and should be part of their Terms of Reference.
- 8.4 The Committee agreed to;
- a) Approve the terms of reference of the Committee in relation to the Combined Authority trading companies subject to the amendments discussed and agreed.

9 Topics for Mayor's Question Time

- 9.1 The Committee received the report, which requested the Overview and Scrutiny Committee discuss and agree the topic of questions for the Mayor's Question Time scheduled for the 22nd November 2021.
- 9.2 The Committee agreed that Transport issues would not be discussed as they had been covered in this meeting.
- 9.3 The Committee agreed the topics would be affordable housing and the Mayor's priorities.
- 9.4 The Chair proposed if there were similar questions from Members, then an extra follow up question may be allowed.
- 9.5 The Scrutiny Officer advised that the deadline to submit questions was Friday 12pm 5th November.

10 Combined Authority Forward Plan

10.1 No discussion on the Forward Plan.

11 Overview and Scrutiny Work Programme

11.1 The Committee received the report which requested the Committee discuss and make suggestions on the suggested work programme at Appendix 1 and review any scoping reviews that have been received by the Scrutiny Officer.

11.2 The Chair raised the topic of a template on the Devolution Deal for November.

11.3 It was agreed that Cllr Atkins would provide a scoping document on Climate Change, as this topic was appearing at upcoming CA Board meetings.

11.4 Member requested the topic of skills emerging out of the pandemic and future apprenticeships, and to invite the Director of Business and Skills for the February meeting to cover these items.

11.5 The Committee agreed to move forward with the work on the Scoping Document on the accommodation strategy.

11.6 The Committee agreed to;

a) approve the work programme.

b) note the additional date in March to accommodate the second Mayor's Question Time.

c) approved the scoping report for the Accommodation Strategy to be taken forward.

12 Combined Authority Board Agenda

12.1 The Committee requested that officers look into the necessity for members to attend in person to ask questions at the CA Board and Executive Committees.

12.2 Member noted that much of the agenda was on the topic of climate change and suggested the Committee consider the action plan on the Net Zero campaign and in particular the staffing levels that would be required to facilitate the actions; this could be an appropriate framework to scrutinise the actions that the Combined Authority were taking in response to the Climate Commission's recommendations.

12.3 The Committee agreed that no questions should be asked at the CA Board meeting.

13 Date and Time of Next Meeting

13.1 The next meeting of the Committee would be on Monday, 22 November 2021 at 11:00. There would be a pre-meeting for members only at 10:00. The venue for the meeting would be Sand Martin House, Peterborough.

13.2 The Committee noted that the next meeting would be in the Question Time format.

Members requested that communications material including press releases and social media posts be provided to members to promote the Mayor's Question Time to local communities.

13.3 The meeting closed at 12:48pm.