



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

OVERVIEW & SCRUTINY COMMITTEE

Date: Monday, 25 November 2019

11:00 AM

Democratic Services
Dermot Pearson
Interim Monitoring Officer

The Incubator
Alconbury Weald
Cambridgeshire
PE28 4WX

**Huntingdonshire District Council
Civic Suite Room A, Pathfinder House, St Mary's Street,
Huntingdon, PE29 3TN**

AGENDA

Open to Public and Press

1 Apologies for Absence

2 Declarations of Interest

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests.

3 Minutes of the Meeting held on 28 October 2019

5 - 12

4 Public Questions

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

5	2020-2021 Draft Budget and Medium Term Financial Plan 2020-2024	13 - 16
6	Affordable Housing Programme Update	17 - 22
7	Review of Combined Authority Board Agenda	
	Members to review the Combined Authority Board agenda which is on 27 November 2019 and can be found here once it is published.	
8	Combined Authority Forward Plan - November 2019	23 - 36
9	Work Programme Report	37 - 46
10	Date of next meeting:	
	The next meeting of Overview and Scrutiny Committee is on 16 December 2019 at 11.00am, in the Council Chamber, South Cambridgeshire District Council.	

The Overview & Scrutiny Committee comprises the following members:

Councillor Grenville Chamberlain

Councillor Andy Coles

Councillor David Connor

Councillor Doug Dew

Councillor Lorna Dupre

Councillor Markus Gehring

Councillor Anne Hay

Councillor Pippa Heylings

Councillor Patricia Ann Jordan

Councillor Alex Miscandlon

Councillor Ed Murphy

Councillor Kevin Price

Councillor Jocelynn Scutt

Councillor Alan Sharp

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

Clerk Name: Katarina O'Dell

Clerk Telephone:

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

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

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY – OVERVIEW AND SCRUTINY COMMITTEE

DRAFT MINUTES

Date: 28 October 2019

Time: 11am

Location: Peterborough City Council

Present:

Cllr Andy Coles
Cllr Ed Murphy
Cllr Alex Miscandlon
Cllr Anne Hay
Cllr Patricia Jordan
Cllr Doug Dew
Cllr Grenville Chamberlain
Cllr Peter Fane
Cllr Lorna Dupre
Cllr Alan Sharp
Cllr Kevin Price

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

Officers:

John Hill
Dermot Pearson
Katarina O'Dell

Chief Executive
Interim Monitoring Officer
Interim Scrutiny Officer

1. Apologies

Apologies received from: Cllr Connor, Cllr Scutt, Cllr Gehring.
Cllr Fane substituted for Cllr Heylings.

2. Declaration of Interest

None.

3. Minutes

The minutes of the meeting held on the 23 September 2019 were agreed as a true record and signed by the Chair.

4. Public Questions

The Chair confirmed that there had been no questions received from members of the public.

The responses to the questions asked on behalf of the Committee at the Combined Authority Board meeting on 25 September 2019 were noted.

5. Mayor of the Combined Authority

The Mayor for the Combined Authority was welcomed to the Overview and Scrutiny meeting.

In response to a question about the progress of the Mayor's transport plans, the Mayor explained that a survey conducted to look at whether the Metro in Peterborough was feasible, came back as positive. The Mayor noted he had been working hard to find a way to get the Metro beyond the South of Cambridgeshire and noted that he had positive conversations with Homes England and Urban & Civic to explore options of bringing the Metro from St Ives to Alconbury.

The Mayor further explained that he was wishing, through the Combined Authority, to create a better bus service and had been working since the initial Bus Review to improve relationships between the Combined Authority and Cambridgeshire's major player – Stagecoach. The Mayor explained the Combined Authority had already seen a positive trial at Addenbrooke's Hospital for a reduced bus rate for NHS staff, and Stagecoach agreed to move that trial to other areas.

Regarding a question about a Metro service in Fenland, the Mayor explained that the extension could only happen through a conversation with Fenland District Council on opportunities. The Mayor confirmed that around £9m was already being spent on stations in Fenland, that he was lobbying heavily to get an improved shuttle from Peterborough to Cambridge and assured that Fenland was not being forgotten.

Responding to a question on whether the Combined Authority would be declaring a Climate Emergency, the Mayor confirmed the Combined Authority would not be declaring a Climate Change Emergency; but that there would be findings presented at the Combined Authority Board of the Independent Environmental Review which would give a clear indication of what best way forward would be to ensure we protect our county in the future and that the right decisions are made.

In a response to a further question regarding the carbon neutral growth, the Mayor noted that policies put forward by the Combined Authority would allow to create carbon neutral growth and further stressed that the plans that he and the Combined Authority advocated, were a significant way forward in creating a new environmental standard not only for Cambridgeshire but for the UK as well.

In response to a question about the Housing Revenue Account (HRA), the Mayor acknowledged that the housing solution in Cambridgeshire and Peterborough was not a "one size fits all" solution and that the Combined Authority needed to create a solution to best fit the entirety of the area. The Mayor further explained that traditional ways of developing homes, through Market and Social Housing Associations, had not provided the housing necessary to prevent the housing crisis in Cambridgeshire and Peterborough.

The Mayor further stressed that the Combined Authority needed to create other ways possible to deliver the housing we require and that the Combined Authority was leading the way in trying to bring new models into the market.

Responding to questions on Community Land Trusts (CLTs), the Mayor explained that the Combined Authority would not only be delivering Community Land Trust homes, but also Housing Association homes. The Mayor further stressed that the Combined Authority needed to continue to challenge the market.

In response to a question about the Ministry of Housing, Communities & Local Government's (MHCLG) view of the 60/40 split that is in operation, the Mayor confirmed that the Minister was impressed by the scheme and plans and MHCLG seemed to be very supportive of what the Combined Authority was trying to achieve.

In regard to further questions on details of the two East Cambridgeshire loans or grants that are being looked at by MHCLG and the supposed regulation of Community Land Trusts by the Financial Conduct Authority, the Mayor said he would find out the details and forward the information to the Chair.

Regarding the progress with business services and support in relation to Brexit and the role of recently appointed V4 Services Ltd, the Mayor explained that the Government had given necessary finance to the Combined Authority undertake plans for Brexit and V4 Services Ltd Services had been appointed to work alongside businesses.

Responding to a question on the status of Thomas Cook's former employees, the Mayor informed Members of a meeting he had with Thomas Cook recently and the quick action of the Combined Authority by holding a jobs' fair with over 110 companies.

In response to a question on the review of the departure of the former Chief Executive Officer and its outcome, the Mayor explained he was not aware whether this had been completed but that he would provide his response to the Chair.

The Chair thanked the Mayor for attending the meeting.

6. Update from the Task and Finish Group

As the Chair of the Task & Finish Group, Cllr Price updated Members on the last CAM Metro Task & Finish Group meeting that took place on 11 September 2019 at Cambridgeshire County Council. He noted that both officers who attended the meeting were new in their roles but seemed well prepared.

At the meeting the Group discussed several issues, including:

- The sequencing of the decision-making as the scheme proceeds from Strategic Outline Business Case (SOBC) to Outline Business Case (OBC),
- The role of the Partnership Board and how stakeholders would be selected
- The co-ordination of the CAM Metro project with the Transport Strategy and with other transport issues, including the Bus Review
- Financial viability of the project and how this would be addressed in the OBC
- How the unique circumstances of a mass transit system which extends into rural areas rather than operating within a metropolitan area would be dealt with in the OBC

At the Group meeting it was agreed that engineers and experts from the technology industry would be invited to the next meeting.

Cllr Price also noted that the Group had been waiting for the Task & Finish Group Bus Review to meet, as many themes would be common and he would, therefore, be looking to meet with the Chair of that Task & Finish Group.

Cllr Fane noted that in maps by the Greater Cambridge Partnership (GCP), different companies were delivering different parts of the scheme and asked whether the Task & Finish group could look at integrating GCP routes and Combined Authority proposals.

Cllr Murphy thanked Cllr Price for the work that Task & Finish Group has been doing. He stressed that this was the right use of the scrutiny role, i.e. to scrutinise at early stages to avoid abortive expenditure and that, hopefully, the Bus Review Task & Finish Group would be able to do the same. Cllr Murphy also welcomed the idea of inviting experts in order to have a constructive conversation.

Cllr Dew noted it would be more productive to challenge engineers and those engaged by the Combined Authority and scrutinise their work.

Cllr Miscandlon stressed that anything was possible, but that it was a question of the cost rather than possibilities, as anything could be done but we should be asking at what cost.

Cllr Price noted that there were outstanding actions and responses to questions to officers from the Group meeting. He further noted that the Group is awaiting the gap analysis from Jacobs on the Strategic Outline Business Case, as well as a list of names of those appointed to CAM Metro sub-committees.

RESOLVED:

- a) That the update from the Chair of the Task & Finish Group for the CAM Metro be noted.
- b) That the outstanding actions, as well as responses to questions, would be followed up with officers and provided to the Chair of the CAM Metro Task & Finish Group.

7. Governance (decision-making) Review

The Interim Monitoring Officer presented the report and outlined key proposed solutions to issues raised at the O&S Committee meeting in September.

Regarding the way that Members can track what is happening at various Committees, it was explained that the Combined Authority monthly published its Forward Plan, which included key and non-key decisions, along with allocating where decisions would be made. In addition to that it was noted that when the CA Board and Executive Committees agendas and papers were published it would be ensured that O&S Committee Members are notified.

At September O&S Committee meeting, a concern was raised about the way of working and timing of meetings. The Interim Monitoring Officer explained that under new arrangements, the O&S Committee would meet every second month and that fallow months would free up time for more strategic work.

In regard to ways to scrutinise effectively, a suggestion was to invite Chairs of Executive Committees to O&S Committee meetings, where there would be an opportunity to identify lines of inquiry.

Given the small time window between the publication of the CA Board agenda and O&S Committee meeting, the Interim Monitoring Officer recommended having lead Members for each Executive Committee (politically balanced and geographically spread to ensure a balanced view), who would look at agendas and reports and, liaising with the Chair, explore

potential questions for O&S Committee to raise. When questions would not be possible to be asked face-to-face, O&S Committee might have to opt for written questions to Executive Committees.

The Chair asked for Members' views on the concept of inviting Executive Committees' Chairs, appointing lead Members and the proposed way of identifying questions.

Cllr Price welcomed the idea of lead Members, as many Members are in various roles in Constituent Councils and struggle with the work load. Lead Members identifying potential questions would, therefore, be efficient.

Cllr Miscandlon's view was that the suggested process is too lengthy. He explained that the aim was to use a very limited time between publication and Committee meeting and a two-stage process of the lead Member formulating questions and liaising with the Chair, would be efficient. Cllr Murphy agreed with this view and added that lead Members ought to find an officer in the Combined Authority to work and regularly communicate with.

In response, the Chair explained that Members would often have early warning as items would be on the CA Forward Plan and these lead Members would in-between meetings be forming a relationship with relevant officer(s).

Cllr Dew suggested that Committee Members are at any time welcome to contribute to ideas for questions to Chairs of Executive Committees by contacting (e.g. by email) the lead Member.

Councillors volunteered to be lead Members as below:

Cllr Coles – Skills Executive Committee lead Member, Cllr Miscandlon to shadow Cllr Coles
Cllr Murphy – Housing and Communities Executive Committee lead Member
Cllr Sharp – Transport and Infrastructure Executive Committee lead Member

RESOLVED:

- a) That the recommendations in the Governance Review Report be accepted, with the number of lead Members for each Executive Committee be reduced to one, instead of two.
- b) That the Committee would invite the Chairs of the Executive Committees to attend meetings of the Committee on a rotation basis.
- c) That the lead Members for Executive Committees are to be: Cllr Coles – Skills Executive Committee, shadowed by Cllr Miscandlon; Cllr Murphy – Housing and Communities Executive Committee; Cllr Sharp – Transport and Infrastructure Executive Committee.

8. Review of Combined Authority Board Agenda

The Committee reviewed the agenda for the Combined Authority Board meeting on Wednesday 30 October 2019 and identified questions to the Board as below:

2.1 Budget Monitor Update

Q: In light of the Budget Monitoring Report indicating that a lot of projects are slipping, what are the reasons for this?

3.1 100k Homes and Community Land Trusts (CLTs)

Q: With only 935 Community Land Trust homes built so far in the whole country and the 56 affordable homes funded through the £40m revolving fund, is too much emphasis being put on Community Land Trusts rather than the more tried and tested use of housing associations, when there is a crisis for affordable housing in parts of the Combined Authority area?

How does the Combined Authority intend to encourage the Constituent Councils to promote CLTs?

Transport Plan

Q: What funding options are being looked as part of the Outline Business Case for the CAM Metro?

Transport levy

Q: Given the financial difficulties both the County Council and the Peterborough City Council have been facing, please can you clarify whether transport levy funding passed back to those councils is ringfenced for transport functions?

Employment and departure of the former CEO and CFO

Q: Audit and Governance Committee had been asked to carry out a review of the employment and dismissal procedures relating to the departures of the former Chief Executive and Chief Finance Officer. Can there be a confirmation of what progress has been made or if this has now been completed?

Climate Emergency

Q: Does the Combined Authority intend to declare a Climate Emergency?

RESOLVED:

- a) That the CA Board agenda be noted.
- b) That the questions be submitted to the Combined Authority Board at its meeting on 30 October 2019.

9. Combined Authority Forward Plan

The Committee considered the Combined Authority Forward Plan.

The Chair identified the following items for the Committee's consideration:

7 November – Transport Bus Review

11 November – Budget

9 January – Transport Plan

RESOLVED:

- a) That the Combined Authority Forward Plan be noted.
- b) That the Transport and Infrastructure Executive Committee Chair and lead officer be invited to the Committee meeting in December.

- c) That the Budget Item be allocated as a new Standing Item for the next three Committee meetings.

10. Overview and Scrutiny Work Programme

The Committee received the report which outlined the Work Programme for the Committee for the municipal year 2019/20.

The Committee asked for the following items to be added to the Work Programme:

- i) Budget (November, December and January)
- ii) Transport – Chair and officer to attend the Committee meeting in November
- iii) Housing (November)
- iv) Programme Development – Cohesion issues and tackling inequality
- v) Climate Change

RESOLVED:

That additional items identified be added to the Committee Work Programme.

11. Date and Location of the next Committee meeting:

The Committee agreed that the next meeting would be held on 25 November 2019 at 11:00am, at Huntingdonshire District Council with a pre-meeting at 10am

The meeting concluded at 12.30pm.



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 5
Date: 25 November 2019	PUBLIC REPORT

2020/21 DRAFT BUDGET AND MEDIUM-TERM FINANCIAL PLAN 2020 TO 2024

1.0 PURPOSE

- 1.1. This paper presents the principles and approach behind the development of the Combined Authority's draft Budget for 2020/21 and Medium-Term Financial Plan (MTFP) for the period 2020/21 to 2023/24. The paper also sets out the proposed timetable for the consultation and approval for the budget and MTFP.

<u>RECOMMENDATION</u>	
Lead Officer:	Jon Alsop – Head of Finance (S73)
The Overview and Scrutiny Committee are recommended to: (a) Note the principles and approach behind the development of the draft budget for 2020/21 and the Medium-Term Financial Plan for the period 2020/21 to 2023/24	

2.0 BACKGROUND

- 2.1. According to the Constitution, functions reserved to the Combined Authority Board include the adoption of the non-mayoral Combined Authority budgets, the Medium-Term Financial Plan and the Capital Programme.
- 2.2. The process of the approval of the Mayoral budget is set out in the 'The Combined Authorities (Finance) Order 2017'

Budget Preparation Principles

- 2.3. The overarching objective is to set an affordable and balanced budget that supports delivery of the ambitions and priorities of the Mayor and the Combined Authority.
- 2.4. Other objectives and principles adopted in the development of the proposed draft budget and MTFP are as follows:
- The 2020/21 Budget preparation builds on the 2019/20 Budget and MTFP 'refresh' as approved by the Board in September 2019, incorporating any subsequent budget decisions taken up to the end of October 2019.
 - Budget preparation has been managed as an inclusive process, involving engagement with Directors, Project Teams and the Finance team to promote accuracy, ownership and accountability.
 - Budget preparation has taken account of the level of reserves brought forward from previous financial years, and of expected annual funding streams from 2020/21 onwards to ensure that spending plans continue to be affordable.
 - The 2020/21 Budget and MTFP will provide a clear presentation of capital and revenue budgets on a Directorate basis, strengthening the link between spending plans and funding sources.
 - The CA staffing structure and budgets will continue to be managed at a corporate level by the Chief Executive(s) as Head(s) of Paid Service.
 - The Budget and MTFP will provide a clear presentation of those projects where budget lines have already been approved by the Board, and of those projects which are 'Subject to Approval'. In accordance with the Constitution, all expenditure lines which are indicated 'subject to approval' will need to be approved by the Board before any expenditure can be incurred against them.
 - The Budget and MTFP will identify staffing costs and other contributions to 'overheads' associated with grant funded programmes.

Budget Development Timetable

- 2.5. According to the Constitution, "The draft Budget shall be submitted to the Combined Authority Board for consideration and approval for consultation purposes only, before the end of December each year. The Combined Authority Board will also agree the timetable for consultation and those to be consulted. The consultation period shall not be less than four weeks, and the consultees shall include Constituent Authorities, the Local Enterprise Partnership and the Overview and Scrutiny Committee."
- 2.6. The proposed budget setting timetable for the draft budget and MTFP is as follows:

Proposed Budget Setting Timetable Draft 2020/21 Budget and MTFP	Day	Date
Leaders Strategy Meeting – 2020/21 Budget and MTFP Draft Paper	Wed	13/11/19
Overview and Scrutiny Committee Meeting (to receive the draft Budget and MTFP)	Mon	25/11/19
CPCA Board Meeting (to receive and approve the draft Budget and MTFP for consultation)	Wed	27/11/19
Budget Consultation Period Starts	Thu	28/11/19
Overview and Scrutiny Committee Meeting (Consultation)	Fri	16/12/19
Budget Consultation Ends	Tue	31/12/19
Overview and Scrutiny Committee Meeting	Mon	27/01/20
CPCA Board Meeting to Approve 2020/21 Budget and MTFP	Wed	29/01/20

Key Dates and Statutory Deadlines

Date	Activity
Tuesday 31 st December 2019	Deadline for Draft CA budget to the CA for consideration and approval for consultation (Budget Framework).
Not less than 4 weeks Duration	Consultation period (Budget Framework)
Friday 31 st January 2020	Deadline for the Mayor to notify the CA of the Mayor's draft budget for 2020/21 (Finance Order)
Friday 31 st January 2020	Deadline for proposed CA budget to be submitted to the CA Board, including consultation responses and the Mayor's budget (Budget Framework)
Within five working days of above	CA Board shall meet to consider the budget and may agree a report (Budget Framework)
At least five working days of report published if amendments to the Mayor's Budget are proposed	CA Board shall meet to re-consider the budget (Budget Framework)
Thursday 6 th February 2020	Deadline for CA to report on the Mayor's draft budget (Finance Order)
At least five days from receipt of report	Deadline for the Mayor to respond to the CA report (Finance Order)
5 Days after end of deadline period above	Deadline CA to veto or approve Mayor's draft budget (Finance Order)
Friday 28 th February 2020	Deadline for the issue of any precept to a billing authority in accordance with s40 of the Local Government Finance Act 1992

3.0 FINANCIAL IMPLICATIONS

3.1. There are no financial implications other than those referred to in the main body of the paper

4.0 LEGAL IMPLICATIONS

4.1. The budget setting process is as set out in the CPCA Constitution.

5.0 APPENDICES

5.1. There are no appendices

Source Documents	Location
CPCA Constitution	https://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/Constitution-2019-10-24.pdf



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 6
Date: 25 November 2019	PUBLIC REPORT

£100m Affordable Housing Programme Update

1.0 PURPOSE

- 1.1. This report provides an update on the £100 million Affordable Housing Programme being led by the Combined Authority.
- 1.2. The Overview and Scrutiny Committee receives regular performance updates on expenditure and delivery of outputs (new homes) relating to the £100 million Affordable Housing Programme.

2.0 BACKGROUND

- 2.1. The Combined Authority's Affordable Housing programme runs for five years from 1 April 2017 to 31 March 2022 with the ambition to deliver a minimum of 2,000 new affordable homes.
- 2.2. It is anticipated that over its lifetime, the programme will support a mixed portfolio of schemes including strategic sites and projects brought forward by housing associations, developers and Community Land Trusts (CLTs). It includes the intended use of grant and a revolving fund to help unlock sites and deliver additional affordable housing, alongside other tools to support and enable housing delivery.
- 2.3. The Affordable Housing Programme currently has 23 schemes with allocated funding, of which 11 are in contract.
- 2.4. The programme pipeline has further schemes at various stages of development and due diligence which will be brought to Committee or Board when ready. This includes opportunities for CA investment into large-scale or 'strategic sites' across Cambridgeshire and Peterborough.

- 2.5. As part of monitoring arrangements for the Devolution Deal, Government undertakes an annual review of progress with representatives from the Combined Authority, Ministry of Housing, Communities and Local Government (MHCLG) and Department for Business, Energy and Industrial Strategy (BEIS). The first meeting for the 2019 Annual Review took place in September, following which additional information has been provided and a follow up meeting has taken place.

3.0 FINANCIAL PERFORMANCE

- 3.1. Grant investment approved for Affordable Housing schemes to date is £20.5 million, with a further £35.5 million approved as revolving fund, funding. A total of £56 million has therefore been allocated to schemes to date, most on a recycling basis. A list of the 23 schemes with CPCA Board or Committee approval is attached as Appendix 1.
- 3.2. Of this, £35.5 million has been contractually committed, comprising £4.6 million in grants and £30.9 million in loan funding. £20.5 million is in the process of being contracted.
- 3.3. £2.4 million in grant and £24.4 million in loan has been paid to date. As the Combined Authority is its own accountable body for the purposes of its funding from Treasury, every payment made to schemes must be capable of being scrutinised by independent auditors. We have set up as simple a process as we can for providers to supply supporting evidence of project expenditure and delivery milestones having been met to enable prompt payments.
- 3.4. We also provide in Appendix 2 a summary cashflow of the anticipated drawdown of the schemes that have been approved by board to come from the £40m revolving fund. At present the maximum drawdown is forecast to be approximately £30m, so there is still opportunity with headroom to find and deliver more revolving fund schemes.

4.0 PROGRAMME DELIVERY

- 4.1. The Affordable Housing Programme currently has 23 schemes with allocated funding, of which 11 are in contract. Five schemes have completed in some form, with two schemes due to complete in the next few months. 202 housing units have started on site to date and 48 homes delivered. We have had confirmation that in January 2020, 234 affordable housing units will start on site at Northstowe simultaneous to the starting of the Mare Fenn flood remediation works. In total 1,124 units have been approved by the Board and we are chasing those schemes and providers to deal with pre-construction issues as quickly as possible, to commence starts on site.
- 4.2. Scheme approvals since the last presentation to the Overview and Scrutiny Committee;

- (a) Werrington, Peterborough – Funding Affordable Homes HA will deliver 88 new homes for Affordable Rent. Grant from CPCA approved £3,845,600
- (b) Crowland Road, Peterborough – Medesham will deliver 25 homes for Affordable Rent. Grant from CPCA approved £875,000
- (c) Drake Avenue, Peterborough – Crosskeys Homes will deliver 33 new homes for Affordable Rent. Grant from CPCA approved £1,430,154
- (d) Whaddon Road, Meldreth – Settle homes will deliver 4 new homes for Affordable Rent and 1 new home for Shared Ownership. Grant from CPCA approved for £215,000.
- (e) 94 Great Whyte, Ramsey – Platform Housing Group will deliver 15 new homes for affordable rent. Grant from Combined Authority approved £600,000
- (f) Bretton Court, Bretton Centre, Peterborough – Medesham Homes will deliver an office to residential conversion of 45 flats for affordable rent. Grant from Combined Authority approved £1,687,500
- (g) Wisbech Road, March – Funding Affordable Homes Housing Association will deliver subject to full planning in March 2020 a windfall site of 98 affordable rent and 20 shared ownership homes. Grant from Combined Authority approved £4,542,000

4.3. Scheme Withdrawals since last O & S presentation:

- (a) Station Road, Thorney – Prospective acquisition to acquire a 5.1 acre site, withdrawn from transaction following pre-contract due diligence, issues with securing vacant possession, adequate highways access solution and planning following adoption of new local plan.

4.4. In total £13,195,254 has been approved since last reporting to deliver an additional 329 new affordable homes.

Starts on Site

- 4.5. There have been 202 Starts on Site to date with the most recent scheme started at Crowland Road in Peterborough (at developers risk subject to CPCA contract).
- 4.6. We have had confirmation that in January 2020, 234 affordable housing units will start on site at Northstowe, simultaneous to the starting of the Mare Fenn flood remediation works.
- 4.7. East Cambs Trading Company confirmed start on site of 15 affordable units in August as a result of the refurbishment of the former MOD site in Ely.
- 4.8. We anticipate more starts on site in early 2020 up to the Combined Authority year end March 2020 business plan target of around 600 units.

Completions

- 4.9. The programme has so far delivered 48 completed units. Most recently since we last reported 12 units at Snowley Park and 15 units at Willingham have completed.
- 4.10. A further 20 homes are due to complete before the next committee date, 8 homes in Burwell, East Cambridgeshire being delivered by Hastoe and a further 12 homes are programmed to complete at Snowley Park, Fenland being delivered by Cross Keys Homes.

Forward Programme and Pipeline Development

- 4.11. Schemes totalling an additional 287 units are currently under active consideration by Combined Authority officers (where the Housing and Development Team is in active discussions with applicants regarding proposed schemes) and we expect the majority of these to come forward for Committee or Board approval before March 2020.
- 4.12. There are over 3,000 affordable units in the Cambridgeshire and Peterborough Affordable Housing programme pipeline which is updated by local authority housing officers. With a discount applied for risk for up to 70% of those units not actually getting to the point of coming into the Combined Authority programme, around a further 1200 units could be delivered from this pipeline using devolution funds.
- 4.13. Therefore at this stage we are still confident that the programme target of a minimum of 2,000 new affordable homes will be delivered as starts on site by 31st March 2022. We are expecting an acceleration in starts on site, with a target of 600 by end March 2020.
- 4.14. In addition to identified schemes, there may be opportunities for CA investment into schemes or phases as part of delivery of large-scale or 'strategic sites' across Cambridgeshire and Peterborough. The Combined Authority is engaged in dialogue with a range of organisations. Strategic sites have the potential to deliver significant numbers of new homes. Some of the new homes might be deliverable within the £100m Affordable Housing Programme period to March 2022, for example potential affordable units at Wyton Airfield and the CLT scheme at Kennett in East Cambs.
- 4.15. Further opportunities will be identified during the programme across the range of development toolbox methodologies. We monitor housing sites that are currently on the market and upon which we review if any housing toolbox action might be considered appropriate if the market might be considered as failing to deliver.

Communicating the Opportunity

- 4.16. The Combined Authority actively promotes the opportunities presented by the Affordable Housing Programme across sector networks including the Housing

Board, Homes for Cambridgeshire and Peterborough and local National Housing Federation meetings.

- 4.17. The Housing and Development Team meets with landowners, housebuilders, private developers and other stakeholders on a regular basis to encourage proposals to come forward for investment from the Affordable Housing Programme.

Risks and Issues

- 4.18. The CPCA programme is facing pressure from Providers' ability to seek funding from other sources – primarily Homes England. The current Homes England Shared Ownership and Affordable Homes Programme ends in March 2021 and providers are keen to take up and deliver on their full obligations within that programme, as their performance will impact on future funding allocations.
- 4.19. There is currently a higher than usual market risk, with a slowdown in the market since September 2018 making registered providers more nervous about making decisions to proceed, particularly with schemes that involve shared ownership units.
- 4.20. Officers from the Housing and Development Team meet Homes England staff regularly to share intelligence and monitor the impacts of the respective programmes.

5.0 FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications other than those covered in the body of the report.

6.0 LEGAL IMPLICATIONS

- 6.1. There are no new implications. The obligations within the devolution deal require the Combined Authority to ensure the funds are spent in line with its Assurance and Monitoring and Evaluation Frameworks.
- 6.2. The Combined Authority has authority under section 1 Localism Act 2011 to exercise a general power of competence. The Combined Authority can exercise this power by virtue of the Cambridgeshire and Peterborough Combined Authority Order 2017. This power permits the Combined Authority to make grants to providers in order to deliver the terms of the Devolution Deal signed with Government.

7.0 APPENDICES

- 7.1. Appendix 1 – Combined Authority Affordable Housing Programme - Approved Schemes October 2019

7.2. Appendix 2 – exempt from publication - £40m revolving fund summary cashflow forecast

<u>Source Documents</u>	<u>Location</u>
<i>DCLG Approved Business Case</i> Devolution Deal 2016 Assurance Framework Housing Strategy 2018	Cambridgeshire and Peterborough Combined Authority, Alconbury Enterprise Campus, Alconbury Weald, Huntingdon PE28 4XA http://cambridgeshirepeterborough-ca.gov.uk/

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

PUBLISHED FRIDAY 15 NOVEMBER 2019

FORWARD PLAN

PURPOSE

The Forward Plan sets out all of the key decisions which the Combined Authority Board and Executive Committees will be taking in the coming months. This makes sure that local residents and organisations know what key decisions are due to be taken and when.

The Forward Plan is a live document which is updated regularly and published on the [Combined Authority website](#) (click the Forward Plan' button to view). At least 28 clear days' notice will be given of any key decisions to be taken.

WHAT IS A KEY DECISION?

A key decision is one which, in the view of the Overview and Scrutiny Committee, is likely to:

- i. result in the Combined Authority spending or saving a significant amount, compared with the budget for the service or function the decision relates to (usually £500,000 or more); or
- ii. have a significant effect on communities living or working in an area made up of two or more wards or electoral divisions in the area.

NON-KEY DECISIONS

For transparency, the Forward Plan also includes all non-key decisions to be taken by the Combined Authority Board and Executive Committees.

ACCESS TO REPORTS

A report will be available to view online one week before a decision is taken. You are entitled to view any documents listed on the Forward Plan after publication, or obtain extracts from any documents listed, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on this notice can be requested from Dermot Pearson, Interim Monitoring Officer for the Combined Authority at Dermot.Pearson@cambridgeshirepeterborough-ca.gov.uk

The Forward Plan will state if any reports or appendices are likely to be exempt from publication or confidential and may be discussed in private. If you want to make representations that a decision which it is proposed will be taken in private should instead be taken in public please contact Dermot Pearson, Interim Monitoring Officer at Dermot.Pearson@cambridgeshirepeterborough-ca.gov.uk at least five working days before the decision is due to be made. A definition of exempt and confidential information is set out at the end of this document.

NOTICE OF DECISIONS

Notice of the Combined Authority Board's decisions and Executive Committee decisions will be published online within three days of a public meeting taking place.

STANDARD ITEMS TO COMMITTEES

The following reports are standing items and will be considered by at each meeting of the relevant committee. The most recently published Forward Plan will also be included on the agenda for each Executive Committee meeting:

Housing and Communities Committee

1. £100m Affordable Housing Programme Update
2. £70m Cambridge City Council Affordable Housing Programme: Update
3. Community Land Trusts and £100k Homes: Update
4. £100k Homes and Community Land Trusts Update

Skills Committee

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

Transport and Infrastructure Committee

1. Budget Monitor Update
2. Performance Report

DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	KEY DECISION OR DECISION	PURPOSE OF REPORT	CONSULTATION	CONTACT DETAILS/ REPORT AUTHOR	LEAD MEMBER	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER (INCLUDING EXEMPT APPENDICES)
Combined Authority Board Governance and Finance Items									
1.	Minutes of the meeting on 31 October 2019	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Decision	To agree the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
2.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Decision	To note the latest version of the forward plan.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
3.	Draft Budget 2020/21 and Medium Term Financial Plan 2020 – 2024	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Decision	To provide the Board with a draft budget and Medium Term Financial Plan for consultation purposes.	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count Lead Member for Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4.	Assurance Framework	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Decision	To approve any revisions to the Assurance Framework recommended by the Business Board following final checks against Government guidance.	Relevant internal and external stakeholders	Dermot Pearson, Interim Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
5.	Performance Report	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Decision	To consider and approve proposed changes to the Performance Reporting update.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
Combined Authority Board Decisions									
6.	£100m Affordable Housing Programme Scheme Approvals (Non Grant) November 2019: Linton Road, Great Abingdon	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Key Decision 2019/052	To consider and approve allocations to new schemes within the £100m Affordable House Programme	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Graham Bull Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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	[May include exempt appendices]								
7.	Appointments of the Chairs of Angle Holdings Ltd and Angle Developments (East) Ltd [May include exempt appendices]	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Decision	To appoint the Chairs of Angle Holdings Ltd and Angle Developments Ltd	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Graham Bull Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
8.	Climate Change	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Non-Key	To consider proposals for Combined Authority action on Climate Change and meeting net zero carbon ambitions.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD									
Recommendation/s from the Business Board									
9.	For approval as Accountable Body: Local Growth Fund Project Proposals November 2019	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Key Decision 2019/067	To review and approve the recommendations from the Business Board for individual project funding.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
10.	For approval as Accountable Body: Local Growth Fund Update: November 2019	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Decision	To review the Local Growth Fund Budget.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
11.	Local Industrial Strategy Delivery Plans – Business Growth Service Outline Business Case	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Key Decision 2019/064	To recommend the Outline Business Case for the Business Growth Service, as a key element of the Local Industrial Strategy Delivery Plans. Page 26 of 46	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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	[May contain exempt appendices]							Councillor John Holdich Lead Member for Economic Growth	
12.	Enterprise Zones	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Key Decision 2019/070	To provide an update on Enterprise Zones and associated National Non-Domestic National Non Domestic Rates (NNDR) financial profiles. To recommend approval of Enterprise Zones NNDR funds to support Local Industrial Strategy mobilisation.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Recommendation/s from the Transport and Infrastructure Committee									
13.	A605 Alwalton to Lynchwood	Cambridgeshire and Peterborough Combined Authority Board	27 November 2019	Key Decision 2019/069	To request an increase in budget and an extension in programme in order to enable the scheme to proceed to construction.	Relevant internal and external stakeholders	Paul Raynes Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Combined Authority Board Governance and Finance Items									
14.	Minutes of the meeting on 27 November 2019	Cambridgeshire and Peterborough Combined Authority Board	18 December 2019 <i>[Reserve meeting date]</i>	Decision	To agree the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
15.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	18 December 2019 <i>[Reserve meeting date]</i>	Decision	To note the latest version of the forward plan.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
16.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	18 December 2019 <i>[Reserve meeting date]</i>	Decision	To provide an update on the revenue and capital budgets for the year to date	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count Lead Member for Finance	It is not anticipated that there will be any documents other than the report and relevant

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									appendices to be published.
Skills Committee									
17.	Adult Education Budget Commissioning Strategy 2020/21 and Redistribution System	Skills Committee	8 January 2020	Key Decision 2019/055	To consider proposals for the Adult Education Budget Commissioning Strategy 2020/21 and Redistribution System.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
18.	University of Peterborough Outline Business Case	Skills Committee	8 January 2020	Decision	To recommend the Outline Business Case for the new University of Peterborough to the Combined Authority Board for approval.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
19.	Adult Education Budget - Data to Payments System Business Case	Skills Committee	8 January 2020	Decision	To propose options for a data to payment system for the Adult Education Budget and a recommendation to provide a system in the future.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
20.	Careers Progression and Work Readiness (Hampton Academies Trust pilot) – Update Paper	Skills Committee	8 January 2020	Decision	To receive an update on the Careers Progression and Work Readiness (Hampton Academies Trust pilot)	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
21.	Contract Extension for the Skills Brokerage Contract	Skills Committee	8 January 2020	Decision	To seek approval for an extension of the Skills Brokerage Contract from March to July 2020. This will support the continuation of the Brokerage Service to schools and businesses, while the CPCA await the decision on funding being approved via European Social Fund (ESF).	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Transport and Infrastructure Committee									
22.	Local Transport Plan	Transport and Infrastructure Committee	9 January 2020	Decision	To consider the draft Local Transport Plan and make recommendations to the Combined Authority Board. Page 28 of 46	Relevant internal and external stakeholders	Paul Raynes, Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant

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									appendices to be published.
23.	Coldhams Lane Roundabout	Transport and Infrastructure Committee	9 January 2020	Key Decision 2019/063	To seek approval for the release of allocated funding for the detailed design and construction of Coldhams Lane Roundabout improvements.	Relevant internal and external stakeholders	Paul Raynes, Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Housing and Communities Committee									
24.	£100m Affordable Housing Programme Scheme Approvals – January 2020 [May include exempt appendices]	Housing and Communities Committee	13 January 2020	Key Decision 2020/001	To consider and approve allocations to new schemes within the £100m Affordable House Programme	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Graham Bull Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
25.	Housing and Communities Committee Terms of Reference – Update	Housing and Communities Committee	8 January 2020	Decision	To receive an update on the Committee Terms of Reference as requested at the previous meeting.	Relevant internal and external stakeholders	Dermot Pearson Interim Monitoring Officer	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Combined Authority Board Governance and Finance Items									
26.	Minutes of the meeting on 18 December 2019	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To agree the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
27.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To note the latest version of the forward plan.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
28.	Revenue and Capital Budgets for 2020/21 and the Medium Term	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/009	To recommend the revenue and capital budgets for 2020/21 and the Medium Term Financial Plan for 2020-2024 for approval.	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count Lead Member for Finance	It is not anticipated that there will be any documents other than the report and relevant

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	Financial Plan for 2020-2024								appendices to be published.
29.	Mayor's Budget 2020/21	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/010	To recommend the 2020/21 Mayor's budget for approval.	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
30.	Combined Authority Business Plan 2020/21	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To secure Board agreement to the 2020/21 Combined Authority business plan.	Relevant internal and external stakeholders	Paul Raynes, Director of Strategy and Assurance	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
31.	Performance Monitoring Report	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To note performance reporting updates.	Relevant internal and external stakeholders	Paul Raynes, Director of Strategy and Assurance	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
Combined Authority Board Decisions									
32.	£100m Affordable Housing Programme (Non-Grant)	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/011	Requesting Board approval of a scheme that forms a part of and will require an investment from the £40m revolving fund.	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Graham Bull Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD									
Recommendation/s from the Transport and Infrastructure Committee									
33.	Local Transport Plan	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/008	To approve the Local Transport Plan.	Relevant internal and external stakeholders	Paul Raynes, Director of Delivery and Strategy	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Recommendations from the Skills Committee									
34.	University of Peterborough Outline Business Case	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/013	To approve the Outline Business Case for the new University of Peterborough.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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Recommendation/s from the Business Board									
35.	For approval as Accountable Body: Local Growth Fund Project Proposals January 2020	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/005	To review and approve the recommendations from the Business Board for individual project funding.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
36.	For approval as Accountable Body: Local Growth Fund Update: January 2020	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To review the Local Growth Fund Budget.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
37.	Market Towns Programme Update and Approval of Masterplans for Fenland and Littleport	Cambridgeshire and Peterborough Combined Authority Board	29 January 2019	Key Decision 2019/068	To note progress made with the Market Towns Masterplans Programme; approve Growing Fenland Masterplans & Strategy Paper for March, Wisbech, Chatteris and Whittlesey and approve Littleport Vision 2030 Masterplan & Action Plan	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
38.	Business Support Services Promotional Campaign	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To approve the planned activities within the 2020/2021 Business Support Services Promotional Campaign.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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Combined Authority Board Governance and Finance Items									
39.	Minutes of the meeting on 29 January 2020	Cambridgeshire and Peterborough Combined Authority Board	26 February 2020 <i>[Reserve meeting date]</i>	Decision	To agree the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
40.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	26 February 2020 <i>[Reserve meeting date]</i>	Decision	To note the latest version of the forward plan.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
41.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	26 February 2020 <i>[Reserve meeting date]</i>	Decision	To provide an update on the revenue and capital budgets for the year to date	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count Lead Member for Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Housing and Communities Committee									
42.	£100m Affordable Housing Programme Scheme Approvals – March 2020 [May include exempt appendices]	Housing and Communities Committee	9 March 2019	Key Decision 2020/003	To consider and approve allocations to new schemes within the £100m Affordable House Programme	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Graham Bull Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Skills Committee									
43.	Adult Education Budget Allocations for Academic Year 2020/21	Skills Committee	9 March 2019	2020/007	To outline and recommend approval of Grant and Procured Funding to Providers operating within the CPCA area for the provision of Adult Education Budget for academic year 2020/21.	Relevant internal and external stakeholders	John T Hill, Director of Business and Skills	Councillor John Holdich Lead Member for Skills	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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Combined Authority Board Governance and Finance Items									
44.	Minutes of the meeting on 26 February 2020	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To agree the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
45.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To note the latest version of the forward plan.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
46.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To provide an update on the revenue and capital budgets for the year to date	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count Lead Member for Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
47.	Performance Monitoring Report	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To note performance reporting updates.	Relevant internal and external stakeholders	Paul Raynes, Director of Strategy and Assurance	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
Combined Authority Decisions									
48.	£100m Affordable Housing Programme (Non-Grant)	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Key Decision 2020/012	Requesting Board approval of a scheme that forms a part of and will require an investment from the £40m revolving fund.	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Graham Bull Lead member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices.
BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD									
Recommendation/s from the Business Board									
49.	For approval as Accountable Body: Local Growth Fund Project Proposals March 2020	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Key Decision 2020/006	To review and approve the recommendations from the Business Board for individual project funding.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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50.	For approval as Accountable Body: Local Growth Fund Update: March 2020	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To review the Local Growth Fund Budget.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
51.	Local Enterprise Partnership Partnering Strategy	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To approve the Local Enterprise Partnership Partnering Strategy	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
52.	Strategic Partnership Agreements: March 2020	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To recommend Memorandums of Understanding with the remaining seven neighbouring Local Enterprise Partnerships.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, Interim Chair of the Business Board Councillor John Holdich Lead Member for Economic Growth	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
Housing and Communities Committee									
53.	£100m Affordable Housing Programme Scheme Approvals – April 2020 [May include exempt appendices]	Housing and Communities Committee	27 April 2020	Key Decision 2020/004	To consider and approve allocations to new schemes within the £100m Affordable House Programme	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Graham Bull Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
54.	Housing Needs Analysis Update	Housing and Communities Committee	27 April 2020	Non-Key	To receive an update on the study into the Housing Needs of Specific Groups commissioned by the local authorities. Page 34 of 46	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Graham Bull Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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Combined Authority Board Governance and Finance Items									
55.	Minutes of the meeting on 25 March 2020	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020 <i>[Reserve meeting date]</i>	Decision	To agree the minutes of the previous meeting.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
56.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020 <i>[Reserve meeting date]</i>	Decision	To note the latest version of the forward plan.	Relevant internal and external stakeholders	Richenda Greenhill, Democratic Services Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
57.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020 <i>[Reserve meeting date]</i>	Decision	To provide an update on the revenue and capital budgets for the year to date	Relevant internal and external stakeholders	Jon Alsop Section 73 Chief Finance Officer	Councillor Steve Count Lead Member for Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**SUBMIT YOUR COMMENTS OR QUERIES TO
CAMBRIDGESHIRE AND PETERBOROUGH COMBINED
AUTHORITY**

Please send your comments or queries to Dermot Pearson, Interim Monitoring Officer at
Demot.Pearson@cambridgeshirepeterborough-ca.gov.uk

Your comment or query:

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

Name

Address

Tel:

Email:

Who would you like to respond?



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 9
Date: 25 November 2019	PUBLIC REPORT

OVERVIEW AND SCRUTINY WORK PROGRAMME

1.0 PURPOSE

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

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

2.0 BACKGROUND

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

3.0 APPENDICES

- 3.1 Appendix 1 – Work Programme.

Overview and Scrutiny Work Programme 2019/2020

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

Overview and Scrutiny Work Programme 2019/2020

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

Overview and Scrutiny Work Programme 2019/2020

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

Overview and Scrutiny Work Programme 2019/2020

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

Overview and Scrutiny Work Programme 2019/2020

16 December 2019, South Cambridgeshire District Council	Minutes Committee to approve the minutes for accuracy from the last meeting.	
	Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution.	
	Transport Chair Agreed at October O&S meeting to invite the Chair of Transport and an officer to November meeting.	
	Budget Agreed at October O&S meeting for this to be a standing item at November, December and January meeting.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee	
Meeting Date	Item	Comments
27 January 2020, East Cambs District Council	Minutes Committee to approve the minutes for accuracy from the last meeting.	

Overview and Scrutiny Work Programme 2019/2020

	Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution.	
	Budget Agreed at October O&S meeting for this to be a standing item at November, December and January meeting.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee	
Meeting Date	Item	Comments
24 February 2020, Cambridge City Council	Minutes Committee to approve the minutes for accuracy from the last meeting.	
	Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution.	
	Business Board Chair Requested at Chair's briefing on 8 November	February or March 2020

Overview and Scrutiny Work Programme 2019/2020

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

Overview and Scrutiny Work Programme 2019/2020

	Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee	
Meeting Date	Item	Comments
27 April 2020, Cambs County Council	Minutes Committee to approve the minutes for accuracy from the last meeting.	
	Public Questions Committee to receive any questions received from members of the public in line with the public question scheme set out in the Combined Authority constitution.	
	Combined Authority Forward Plan Standing item where the Committee can review the Combined Authority's Forward Plan and identify any relevant items for inclusion within their work programme.	
	Member Update on Combined Authority Activity Members allocated to each theme covering the work of the Combined Authority to provide an update to the committee	