



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY – OVERVIEW AND SCRUTINY COMMITTEE

DRAFT MINUTES

Date: Monday, 27 September 2021

Time: 11:00

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

Present:

Cllr D Dew	Huntingdonshire District Council
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 M Goldsack	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 S. Nawaz substituted by Cllr D. Jones. The Chair welcomed Cllr Jones to his first meeting of the Committee.

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, 23 August 2021 were agreed as an accurate record.
- 3.2 The Chair stated the responses received from the Combined Authority Board to the questions from the Committee should be an addendum to the minutes and requested officers include this for future meetings and add to the published online agenda for this meeting.
- 3.3 The Chair reminded the Committee that the Chief Executive Officer of the Combined Authority offered the Committee the opportunity to assist with the development of an Authority accommodation strategy at the last meeting of the Combined Authority Board.

4. Public Questions

- 4.1 There were no public questions.

5. Transport Update

- 5.1 The Committee agreed to defer this item until the next meeting of the Committee due to unavoidable absence.

6. Overview and Scrutiny Committee Work Programme

- 6.1 Robert Fox introduced the report which reflected on the conversation at the last meeting and built on the work that the Centre for Governance and Scrutiny (CfGS) undertook scrutiny arrangements at the Combined Authority. It was discussed that the idea moving forward is to add focus and rigour to the work programme.
- 6.2 Following discussion the proposed scoping document was **agreed** by the Committee for immediate utilisation in establishing terms of reference and key lines of enquiry in any scrutiny review suggested and agreed by the Committee. It was acknowledged the scoping document will be iterative in nature and flexible in that regard. Officers would contact the Lead Members to populate the scoping document for future reviews.
- 6.3 With regard to the deferred item on Transport it was agreed that Members should still send any questions to the Committees interim Lead Members for transport in advance of the October meeting of the Committee.
- 6.4 Members raised the following points regarding the work programme:
- Is the Combined Authority pushing for more apprenticeships? The interim Lead Members on skills agreed to go away and investigate this
 - A separate paper on housing would be useful after there is more clarity on the future work, as the funding for the £100m Affordable Homes programme from central government is ending in March 2022
 - There should be a separate budget-focussed item on financial issues across all constituent councils at a future meeting of the Committee
 - It was raised as to whether there was a specific reason the Combined Authority had not put in a bid in for a spending review. It was suggested this be a question posed at the Mayoral Question Time in November

The reviews suggested would be additional to those suggested at the 25 August 2021 meeting of the Committee

- 6.5 With regard to a future item on the Combined Authority accommodation strategy Cllr Goldsack was appointed as rapporteur, contingent on the role description being approved in Item 7.

7. Review of Overview and Scrutiny Arrangements: Update

- 7.1 Anne Gardiner introduced the report outlining the Action Log, the Scrutiny Protocol, the Rapporteur role description and the updated proposals for Mayor's Question Time.

- 7.2 With regard to the second Mayor's Question Time of the municipal year it was confirmed this will be publicised by the Mayor's office and the Combined Authority Communications team. It was clarified that the proposal should state there will be one supplementary allowed per question not per meeting.

- 7.3 Members raised the following points in discussion in relation to the Mayor's Question Time format proposal:

- There will need to be technical solutions in place for the Mayor's Question Time the public will be invited to contribute to
- A venue sufficiently large enough will need to be sourced for the public Mayor's Question Time. The venue should have good public transport access
- A date for the second Mayor's Question Time of the municipal year should be set as soon as possible
- A protocol for public questions will need to be established for the Mayor's Question Time

- 7.4 The Chair stated that in addition to the two Mayor's Question Time events the Mayor had committed to attending the Committee in his capacity as Chair of the Transport and Infrastructure Committee. Additionally, the Committee is able to call upon the Mayor to other Committee meetings and the Mayor had confirmed his willingness to be invited.

- 7.5 The Chair stated the Scrutiny Protocol should state it is non-partisan not it is non-political. The Committee will receive a proposal for an Information Sharing Protocol at its next meeting.

- 7.6 Members raised the following points in discussion in relation to the Rapporteur role description:

- Lead member roles do work well and the Rapporteur roles will be, in the main, for single, short-term issues that are potentially cross-cutting, such as finance related matters
- Rapporteurs should still be able to call on officer support
- The roles will evolve over time

- 7.7 The Committee noted the Action Log and **agreed** both the Scrutiny Protocol and Rapporteur role description with a single abstention. The updated proposals for Mayor's Question Time was **agreed** by way of a majority vote. It was **agreed** to

review the format of Mayor's Question Time at the conclusion of the current municipal year.

8. Combined Authority Board Agenda

- 8.1 The Combined Authority Board agenda for the meeting on Wednesday, 29 September 2021 was noted. The Committee had no questions for the Board.
- 8.2 The Chair agreed to approach the Chair of the Audit & Governance Committee on the issue of the Combined Authority appointment of an Independent Person and report back to the Committee.

9. Combined Authority Forward Plan

- 9.1 The Forward Plan was noted.
- 9.2 The Combined Authority Local Transport Plan refresh was raised in terms of any potential slippage as the Greater Cambridge Partnership (GCP) plans for Cambridge City Centre are due to go to consultation. There was approval for the interim Lead Member for Transport to ask questions on the delay and what mitigations are in place and whether the Combined Authority would consider working with the GCP was feasible to allay any concerns around slippage. The interim Lead Member for Transport would report back to the Committee.
- 9.3 The Chair of the Bus Strategy Task and Finish Group would report back to the Committee on the Bus Service Improvement Plan.
- 9.4 The Lead Member for Skills would liaise with the Director for Business and Skills on the underspend on the Skills budget.
- 9.5 The Chair raised the Future Fens project and seeking information from the Combined Authority on seeing how it proposes to engage in the scheme.

10. Date and Time of Next Meeting

- 10.1 The next meeting of the Committee would be on Monday, 25 October 2021 at 11:00. There would be a pre-meeting for members only at 10:00. The venue for the meeting is Fenland Hall, March.

The meeting closed at 12:13.