CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY

Annual Meeting

Wednesday, 31 May 2017

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CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY BOARD MEMBERSHIP 2017-2018

Nominating Body	Member	Substitute Member
•		
Constituent Authorities	Leader	
Cambridge City Council	Cllr Lewis Herbert	Cllr Kevin Price
Cambridgeshire County Council	Cllr Steve Count	Cllr Roger Hickford
East Cambridgeshire District Council	Cllr Charles Roberts	Cllr Anna Bailey
Fenland District Council	Cllr John Clark	Cllr Will Sutton
Huntingdonshire District Council	Cllr Robin Howe	Cllr Daryl Brown
Peterborough City Council	Cllr John Holdich	Cllr Wayne Fitzgerald
South Cambridgeshire District Council	Cllr Peter Topping	Cllr Nick Wright
GCGP LEP	Mark Reeve	To be advised

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

PUBLISHED: 26 MAY 2017

FORWARD PLAN

KEY DECISIONS

In the period commencing 28 clear days after the date of publication of this Plan, the Cambridgeshire and Peterborough Combined Authority intends to take 'key decisions' where indicated in the table below. Key decisions means a decision of a decision maker, which in the view of the overview and scrutiny committee for a combined authority is likely—

- (i) to result in the combined authority or the mayor incurring significant expenditure, or
 - the making of significant savings, having regard to the combined authority's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on persons living or working in an area comprising two or more wards or electoral divisions in the area of the combined authority.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Kim Sawyer, the interim Monitoring Officer for the Combined Authority. For each decision a public report will be available one week before the decision is taken.

NOTIFICATION OF NON-KEY DECISIONS

For complete transparency relating to the work of the Combined Authority, this Plan also includes an overview of non-key decisions to be taken by the Combined Authority

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, 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 the notice and relevant documents subsequently being submitted can be requested from Kim Sawyer, the interim Monitoring Officer for the Combined Authority.

All decisions will be posted on Cambridgeshire County Council website, or the Combined Authority website, once established. If you wish to make comments or representations regarding the decisions outlined in this Plan, please submit them to Kim Sawyer, the interim Monitoring Officer for the Combined Authority using the form attached.

					FORWARD PL	AN AS AT 26 M	IAY 2017	
DEC	SISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTE D	KEY DECISION / DECISION	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	LEAD MEMBER	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER (INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION)
1.	Minutes of the Meeting on 26 April 2017	Cambridgeshire and Peterborough Combined Authority	Annual Meeting 31 May 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
2.	Independent Person to the Audit & Governance Committee	Cambridgeshire and Peterborough Combined Authority	Annual Meeting 31 May 2017	Decision	Relevant internal and external stakeholders	Kim Sawyer, Interim Monitoring Officer for Combined Authority	Mayor	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
3.	Annual Meeting:– (Section 3.2 of the Constitution)	Cambridgeshire and Peterborough Combined Authority	Annual Meeting 31 May 2017	Decision	Relevant internal and external stakeholders	Kim Sawyer, Interim Monitoring Officer for Combined Authority	Mayor,	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	Annual Meeting 31 May 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

5.	Minutes of the Meeting on 31 May 2017	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	Independent Remuneration Panel Recommendation – Mayor's Allowances	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Decision	Relevant internal and external stakeholders	Kim Sawyer, Interim Monitoring Officer for Combined Authority		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	University of Peterborough – Business Case	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision	Relevant internal and external stakeholders	Jo Lancaster, Chief Executive Huntingdonshi re District Council	Councillor John Clark	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9.	Skills Strategy and Programmes	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision 2017/008	Relevant internal and external stakeholders	Jo Lancaster, Lead Officer for Learning Skills Work Stream	Councillor John Clark	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
10.	Local Transport Plan	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision 2017/005	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Mayor James Palmer/ Councillor Charles Roberts	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

11.	Dualling of A47 and Upgrading of A10 – Commissioning Business Case	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Charles Roberts	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
12.	Light Rail & Underground and M11 extension to A47 – Feasibility Study	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Charles Roberts	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
13.	Infrastructure Plan	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision 2017/006	Relevant internal and external stakeholders	John Harrison, Interim Chief Finance Officer for Combined Authority/Lead for Finance Work Stream	Councillor Charles Roberts	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
14.	Wisbech Garden Town – Feasibility study	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Mayor James Palmer/ Councillor Charles Roberts	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
15.	Sustainable Economic Growth Plan - Commission	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Robin Howe	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
16.	Housing Strategy/Blueprint	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Decision 2017/007	Relevant internal and external stakeholders	Antoinette Jackson, Lead for New Homes Work Stream	Councillor Peter Topping	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

17.	Investment Strategy	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Steve Count	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
18.	Non Statutory Spatial Plan – Commissioning the Plan	Cambridgeshire and Peterborough Combined Authority	28 June 2017	Key Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Mayor James Palmer/ Councillor Lewis Herbert	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
19.	Priority Transport and Infrastructure Schemes	Cambridgeshire and Peterborough Combined Authority	26 July 2017	Key Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive,	Mayor James Palmer/ Councillor Charles Roberts	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
20.	Inward Investment Plan	Cambridgeshire and Peterborough Combined Authority	26 July 2017	Key Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Steve Count	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
21.	Economic Commission	Cambridgeshire and Peterborough Combined Authority	26 July 2017	Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Steve Count	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
22.	Investments for Delivery – Phase 1	Cambridgeshire and Peterborough Combined Authority	26 July 2017	Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Steve Count	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
23.	Land Commission	Cambridgeshire and Peterborough Combined Authority	26 July 2017	Decision	Relevant internal and external stakeholders	Martin Whiteley, Interim Chief Executive	Councillor Lewis Herbert	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

24.	Housing: Developing our Strategy and Affordable Housing– Announcing the first wave of affordable housing schemes	Cambridgeshire and Peterborough Combined Authority	26 July e 2017	Key Decision 2017/009	Relevant internal and external stakeholders	Antoinette Jackson Lead for New Homes Work Stream	Councillor Peter Topping	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
25.	Housing Programme Update: (i) Mayoral Housing Fund (ii) Off-Site Constructions Methods (iii) Community Land Trusts	Cambridgeshire and Peterborough Combined Authority	26 July 2017	Decision	Relevant internal and external stakeholders	Antoinette Jackson Lead for New Homes Work Stream	Councillor Peter Topping	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
26.	Minutes of the Meeting on 28 June 2017	Cambridgeshire and Peterborough Combined Authority	26July 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
27.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	26 July 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
28.	Minutes of the Meeting on 27 July 2017	Cambridgeshire and Peterborough Combined Authority	27 September 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

29.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	27 September 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
30.	Minutes of the Meeting on 27 September 2017	Cambridgeshire and Peterborough Combined Authority	25 October 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
31.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	25 October 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
32.	Minutes of the Meeting on 25 October 2017	Cambridgeshire and Peterborough Combined Authority	29 November 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
33.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	29 November 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
34.	Minutes of the Meeting on 29 November 2017	Cambridgeshire and Peterborough Combined Authority	20 December 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

35.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	20 December 2017	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
36.	Minutes of the Meeting on 20 December 2017	Cambridgeshire and Peterborough Combined Authority	31 January 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
37.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	31 January 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
38.	Minutes of the Meeting on 31 January 2018	Cambridgeshire and Peterborough Combined Authority	28 February 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
39.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	28 February 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
40.	Budget Report 2018/19 to 2021/22	Cambridgeshire and Peterborough Combined Authority	28 February 2018	Key Decision 2018/001 Page	Relevant internal and external stakeholders	John Harrison, Interim Chief Finance Officer for Combined Authority/Lead for Finance Work Stream	Councillor Robin Howe	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

41.	Minutes of the Meeting on 28 February 2018	Cambridgeshire and Peterborough Combined Authority	28 March 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
42.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	28 March 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
43.	Minutes of the Meeting on 28 March 2018	Cambridgeshire and Peterborough Combined Authority	25 April 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
44.	Forward Plan	Cambridgeshire and Peterborough Combined Authority	25 April 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
45.	Annual Meeting:– To consider actions detailed in Section 3.2 of the Combined Authority's Constitution	Cambridgeshire and Peterborough Combined Authority	Annual Meeting 31 May 2018	Decision	Relevant internal and external stakeholders	Kim Sawyer, Interim Monitoring Officer for Combined Authority	Councillor Lewis Herbert	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
46.	Minutes of the Meeting on 25 April 2018	Cambridgeshire and Peterborough Combined Authority	Annual Meeting 31 May 2018	Decision	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager		It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

47.	and Pet Co	nd Mee	nnual Decisi eeting May 18	ion	Relevant internal and external stakeholders	Michelle Rowe, Democratic Services Manager	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
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SUBMIT YOUR COMMENTS OR QUERIES TO CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

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?

Appendix 2

Combined Authority Overview and Scrutiny Committee

Council	Member	Substitute						
Huntingdonshire District	Councillor Robin Carter (Cons)	Councillor Peter Bucknell (Cons)						
Council	Councillor Terry Hayward (Ind)	Councillor Dick Tuplin (Ind))						
East Cambridgeshire District	Councillors Mike Bradley (Cons)	Councillors Julia Huffer (Cons)						
Council	Councillor Alan Sharp (Cons)	Councillors Chris Morris (Cons)						
South Cambridgeshire District	Councillor Alex Riley (Cons)	Cllr Grenville Chamberlain (Cons)						
Council	Councillor John Batchelor (LD)	Cllr Philippa Hart (LD)						
Fenland District Council	Councillor Fred Yeulett (Cons)	Councillor David Mason (Cons)						
	Councillor Mark Buckton (Cons)							
Cambridge City Council	Councillor Dave Baigent (Lab)	Cllr Mike Sargeant (Lab)						
	Councillor Rod Cantrill (LD)	Cllr Ysanne Austin (LD)						
Cambridgeshire County	Councillor Hudson (Cons)	Councillor Harford (Cons)						
Council	Councillor Nethsingham (LD)	Councillor Jenkins (LD)						
Peterborough City Council	Councillor David Over (Cons)	Councillor Bisby (Cons)						
	Councillor Ed Murphy (Lab)	Councillor Jamil (Lab)						

Appendix 2

Cambridgeshire and Peterborough Combined Authority

Audit and Governance Committee - Membership

Council	Member	Substitute
Huntingdonshire District Council	Councillor Barry Chapman (Ind)	Councillor Tom Sanderson (Ind)
East Cambridgeshire District Council	Councillor Chris Morris (Cons)	Councillor Alan Sharp (Cons)
South Cambridgeshire District Council	Councillor Andrew Fraser (Cons)	Councillor Grenville Chamberlain (Cons)
Fenland District Council	Councillor Chris Seaton (Cons)	Councillor Mrs Anne Hay (Cons)
Cambridge City Council	Councillor Richard Robertson (Lab)	Councillor Mark Ashton (Lab)
Cambridgeshire County Council	Councillor Harrison (LD)	Councillor Wilson (LD)
Peterborough City Council	Councillor David Seaton (Cons)	Councillor Kim Aitken (Cons)

PUBLIC MEETINGS	TIME	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
Combined Authority Board (Wednesday)	10am		28	26		27	25	29	20	31	28	28	25	
Annual Council (Wednesday)	10am	31												30
COMMITTEES (PUBLIC)														
Overview & Scrutiny Committee (Monday)	2pm		26	24		21Thurs	23	27	18	29	26	26	23	29(Tues)
Audit & Governance Committee (Monday)	10am		26			21 Thurs			18			26		
Employment Committee (unscheduled)														
INFORMAL WORKING GROUPS														
Investment Working Group (Mon 3-5pm)	3pm	30	12 & 26	10 & 24			9		4	15	12	12	9	
Delivery Working Group (Thurs)	10am		15	13	17	14	-	16		18		15	-	17
								-		-				
OTHER BODIES														
Combined Fire Authority	2pm		15				26				8			
Cambridgeshire Police and Crime Panel (Wednesday)	2pm		14			6		15		31		14		
Eastern Shires Purchasing Organisation (ESPO)	11am		21			20		29						
CONFERENCES														
Conservative Party							1-4							
Labour Party Annual Conference						24-27								1
Liberal Democrats Autumn Conference							16-20							
UKIP National Conference														
Local Government Association Annual Conference				4-6										

Bank Holidays 2017 - 2018

29 May 2017 - Spring Bank Holiday 28 August 2017 - Summer Bank Holiday 25 December 2017 - Christmas Day 26 December 2017 - Boxing Day 27 December 2016 Bank Holiday Substitue day (for Boxing Day) 1 January 2018 - New Year's Day 30 March 2018 - Good Friday 2 April 2018 - Easter Monday 7 May 2018 - Early May Bank Holiday 28 May 2018 - Spring Bank Holiday

Summer Term 2017 Opens 26 April May Day Monday 1 May Half Term 29 May to 2 June Ends Friday 20 July

Autumn Term 2017 Opens Monday 4 September Ends Tuesday 19 December Spring Term 2018

Opens Wednesday 3 January Half Term 12 to 16 February Ends Thurday 29 March Summer Term 2018

> Opens Monday 16 April May Day Monday 7 May Ends Tuesday 24 July

NB: Dates in italics are additional, provisional dates for any urgent business and may be cancelled

NB: dates in red potential clases with other bodies

Rules

Board meeets monthly on Wednesday

Overview and Scrutiny Committee to meet Monday before Board

Audit Committee to meet 4 times a years, Must meet by end of June and end September in 2017 to sign off accounts and by end of May and end of July in 2018 onwards

Working groups - every 2 months with additional meetings for investment board in run up to budget setting

	Current		
	membersip		
Investment Working Group	17/18		First Consultees
Deputy Mayor (Chair)	Cllr Howe	Consultees	MOs of CC
Fiscal (Vice Chair)	CllrCount		M Rowe
Strategic Planning	Cllr Herbert		M Whitely
Chair of the Local Enterprise Partnership	Mark Reeves		J Harrison
Chief Executive/Chief Finance Officer	M Whiteley		J Russell
	J Harrison		D Thorpe
Delivery Working Group			A Gardiner
Deputy Mayor (Chair)	Cllr Holdich		
New Homes (Vice Chair)	Cllr Topping		
Employment & Skills	Cllr Clark		
Transport & Infrastructure	Cllr Roberts		
Chief Executive	M Whiteley		