



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

**JAMES PALMER**  
CAMBRIDGESHIRE &  
PETERBOROUGH MAYOR

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

PUBLISHED TUESDAY 14 APRIL 2020  
UPDATED 21 APRIL 2020

## **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 Robert Parkin, Chief Legal Officer and Monitoring Officer for the Combined Authority at [Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk](mailto:Robert.Parkin@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 Robert Parkin, Chief Legal Officer and Monitoring Officer at [Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk](mailto:Robert.Parkin@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. £100k Homes and Community Land Trusts Update

#### Skills Committee

1. Budget and Performance Report
2. 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)	
<b>Skills Committee</b>									
1.	Careers Progression and Work Readiness (Hampton Academies Trust pilot) – Update Paper	Skills Committee	27 April 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.
2.	Adult Education Budget Top Slice Review  [May contain exempt appendices]	Skills Committee	27 April 2020	Decision	To consider a review and recommendation for the future top slice required to implement the delivery of Adult Education Budget.	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.
3.	Adult Education Budget Innovation Fund	Skills Committee	27 April 2020	Decision	To consider the creation of an Innovation Fund for the Adult Education Budget (AEB) and make recommendations to the Combined Authority Board.	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.
<b>Housing and Communities Committee</b>									
4.	Communities remit of the Housing and Communities Committee	Housing and Communities Committee	27 April 2020	Decision	To brief the committee on its communities remit.	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Councillor Chris Boden  Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
5.	£100m Affordable Housing Programme Scheme Approvals – April 2020  i. Brampton Park, Brampton, Hunts ii. St Thomas Park, Ramsey, Hunts iii. Whittlesey Green, Whittlesey (Fenland District Council),	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 Chris Boden  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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	<p>Sandpit Road, Thorney (Peterborough City Council), Harriers Rest, Wittering (Peterborough City Council), and Cromwell Fields, Bury (Huntingdonshire District Council)</p> <p>iv. Roman Fields, Paston, Manor Drive, Peterborough</p> <p>v. JMS (former John Mansfield school site). Damson Drive, Peterborough</p> <p>[May include exempt appendices]</p>								
6.	£100m Affordable Housing Programme: Approval of Revised Business Plan for Angle Developments (East) Ltd	Housing and Communities Committee	27 April 2020	Decision	To recommend consent be given to the adoption of the revised Business Plan for Angle Developments (East) Limited.	Relevant internal and external stakeholders	Nick Sweeney Development Manager	Councillor Chris Boden  Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
<b>Combined Authority Board Governance and Finance Items</b>									
7.	Minutes of the Meeting on 29 January 2020	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Decision	To agree the minutes of the Combined Authority Board meeting on 29 January 2020.	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.
8.	Minutes of the Mayoral decision-making meeting on 25 March 2020 (remote meeting)	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Decision	To agree the minutes of the Mayoral decision-making meeting on 25 March 2020.	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.

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9.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
10.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	29 April 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 Investment and Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Combined Authority Decisions</b>									
11.	Update on the Combined Authority's Response to Covid-19 and Funding Decisions	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Key Decision 2020/037  [General Exception Arrangements]	To provide an update on work being undertaken by the Cambridgeshire and Peterborough Combined Authority in response to Covid-19.	Relevant internal and external stakeholders	Kim Sawyer Chief Executive	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
12.	Sustainable Travel (Peterborough)	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Decision	To approve the drawdown of funds for the 2020/21 financial year to enable continued support for the sustainable travel project within Peterborough.	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.
13.	Local Transport Plan – CAM Sub-Strategy	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Decision	To consider a draft CAM Sub-Strategy for the Local Transport Plan and agree a consultation process.	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.
<b>By recommendation to the Combined Authority</b>									
<b>Recommendations from the Transport and Infrastructure Committee: 6 March 2020</b>									
14.	Lancaster Way A142/A10 Roundabout Improvements	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Key Decision 2020/028	To confirm funding to support the delivery of the A10/A142 BP roundabout and the Lancaster Way roundabout to support continued investment in	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.

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					the Lancaster Way Enterprise Zone.				
15.	St Neots River Great Ouse Northern Crossing Cycle Bridge	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Key Decision 2020/032	To consider whether work on the St Neots Foot and Cycle Bridge should cease, the project be removed from the Combined Authority's Business Plan and the remaining project funding be re-allocated to projects within the St Neots Masterplan.	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.
<b>Recommendations from the Housing and Communities Committee</b>									
16.	£100m Affordable Housing Programme: Approval of Revised Business Plan for Angle Developments (East) Ltd	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020	Decision	To approve the revised Business Plan for Angle Developments (East) Limited.	Relevant internal and external stakeholders	Nick Sweeney Development Manager	Councillor Chris Boden  Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
<b>Recommendations from the Skills Committee</b>									
17.	Adult Education Budget Innovation Fund	Skills Committee	29 April 2020	Decision	To consider the creation of an Innovation Fund for the Adult Education Budget (AEB).	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.
<b>Transport and Infrastructure Committee</b>									
18.	Coldhams Lane Roundabout	Transport and Infrastructure Committee	29 April 2020	Decision	To update Committee and to provide variations to the options presented in the January 2020 Committee following a value engineering exercise; and reflect this information in an updated programme for consultation and then 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.

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19.	Bus Reform Task Force: Outline Business Case stage approval	Transport and Infrastructure Committee	29 April 2020	Decision	To seek authority to move on to the creation of an Outline Business Case.	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.
20.	A10 Dualling and Junctions Strategic Outline Business Case	Transport and Infrastructure Committee	29 April 2020	Decision	To consider an update on progress on the A10 Dualling and Junctions Strategic Outline Business Case.	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.
<b>Combined Authority Board – Annual Meeting Governance and Finance Items</b>									
21.	Minutes of the meeting on 29 April 2020	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Decision	To approve 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.
22.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
23.	Membership of the Combined Authority	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To note the appointment of Members of Constituent Councils and appointments to the Business Board for 2020/21 (and their Substitute Members) and to appoint any Non-Constituent Members of Co-opted Members.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
24.	Appointments to Executive Committees, appointment of Committee Chairs and Lead Members	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To approve Lead Member responsibilities and appoint such executive Committees as the Combined Authority considers appropriate, their membership and the Chair for 2020/21.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.

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25.	Appointment of the Overview and Scrutiny Committee	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To appoint the Overview and Scrutiny Committee, including its terms of reference, size and allocation of seats to political parties in accordance with political balance requirements, according to the nominations received from constituent councils.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
26.	Appointment of the Audit and Governance Committee	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To appoint the Audit and Governance Committee, including its terms of reference, size and allocation of seats to political parties in accordance with political balance requirements, according to the nominations received from constituent councils.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
27.	Calendar of meetings 2020/21	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To agree the calendar of meetings for 2020/21.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
28.	Review of the new governance arrangements	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To review the Constitution and the new governance arrangements introduced with effect from 1 November 2019 and agree any proposed changes to the Constitution.	Relevant internal and external stakeholders, including the Audit and Governance Committee	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
29.	Overview and Scrutiny Committee Annual Report 2019/20	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To receive the Overview and Scrutiny Committee's annual report 2019/20.	Relevant internal and external stakeholders	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
30.	Complaints Policy	Cambridgeshire and Peterborough	3 June 2020	Decision	To consider the adoption of a revised complaints policy.	Relevant internal and external stakeholders,	Robert Parkin Chief Legal Officer and	Mayor James Palmer	It is not anticipated that there will be any documents other than the



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		Combined Authority				including the Audit and Governance Committee	Monitoring Officer		report and relevant appendices.
31.	Code of Corporate Governance	Cambridgeshire and Peterborough Combined Authority	3 June 2020	Decision	To consider the adoption of a revised Code of Corporate Governance.	Relevant internal and external stakeholders, including the Audit and Governance Committee	Robert Parkin Chief Legal Officer and Monitoring Officer	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
32.	Performance Monitoring Report: June 2020	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Decision	To note performance reporting updates.	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.
33.	Budget Monitor Report	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Key Decision 2020/030	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 Investment and Finance	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Combined Authority Decisions</b>									
34.	Market Towns Programme – Approval of Masterplans for East Cambridgeshire	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Key Decision 2020/018	To approve Market Town Masterplans for East Cambridgeshire (Littleport, Ely and Soham)	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.
35.	Innovation Body Outline Business Case	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Key Decision 2020/022	To approve the Innovation Body outline business case.	Relevant internal and external stakeholders	Kim Sawyer Chief Executive	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant appendices.

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<b>Mayoral Decision</b>									
36.	Local Highways Maintenance Capital Grant Allocation 2020/21	Mayor	3 June 2020	Key Decision 2020/031	To consult the Combined Authority Board on the allocation of the 2020/21 Highways Maintenance Capital grants and recommend to the Mayor the allocation in line with the shares set out by the Department for Transport.	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.
<b>BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD</b>									
<b>Recommendations from the Housing and Communities Committee</b>									
37.	Cambridge City Council £70m Affordable Housing Programme Forecast 2020/21	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Key Decision 2020/035	To consider and agree the Cambridge City Council £70m Affordable Housing Programme Forecast 2020/21	Relevant internal and external stakeholders	Roger Thompson Director of Housing and Development	Councillor Chris Boden Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Recommendations from the Business Board</b>									
38.	Local Growth Fund Programme Management: June 2020	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Key Decision 2020/027	To review the Local Growth Fund Budget and amend as required.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, 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
39.	Growth Service - Full Business Case  [May include exempt appendices]	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Key Decision 2020/029	To approve the Full Business Case for mobilisation of the Growth Service.	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Austen Adams, 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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40.	Advanced Materials and Manufacturing Sector Strategy	Cambridgeshire and Peterborough Combined Authority Board	3 June 2020	Decision	To approve the adoption of the Advanced Materials and Manufacturing Sector Strategy.	Relevant internal and external stakeholders	John T Hill Director of Business and Skills	Austen Adams 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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# SUBMIT YOUR COMMENTS OR QUERIES TO CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

Please send your comments or queries to Robert Parkin, Chief Legal Officer and Monitoring Officer, at [Robert.Parkin@cambridgeshirepeterborough-ca.gov.uk](mailto:Robert.Parkin@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?