



<b>CAMBRIDGESHIRE AND PETERBOROUGH OVERVIEW AND SCRUTINY MEETING</b>	<b>AGENDA ITEM No: 7</b>
<b>31 MAY 2019</b>	<b>PUBLIC REPORT</b>

## **CPCA PROJECT REGISTER**

### **1.0 PURPOSE**

- 1.1. To respond to the Overview & Scrutiny Committee's request for a proposed model for the Committee's relationship with the Combined Authority's project management arrangements.

<b><u>DECISION REQUIRED</u></b>	
<b>Lead Member:</b>	<b>Mayor</b>
<b>Forward Plan Ref:</b>	<b>Key Decision: No</b>
The Overview & Scrutiny Committee is recommended to:  (1) Note the Performance Reporting process proposed for future meetings.	<b>Voting arrangements</b>  Simple majority of all Members

### **2.0 BACKGROUND**

- 2.1. The Overview & Scrutiny Committee has agreed to receive a quarterly update on which projects are on the Combined Authority's Single Project Register, and this is attached as appendix 1. At the Committee's February meeting, Members asked for this to be extended to include the monthly highlight reports and detailed performance monitoring information that officers use to manage the programme and from which quarterly performance reporting to the Board is abstracted. The Chair asked officers to consider what would be appropriate and report back.
- 2.2. Officers have reviewed the issue and it has also since been considered by Combined Authority Members.

2.3. There are three considerations:

- (i) Striking an appropriate balance between transparency, information overload, and confidential commercial information involved in managing projects that involve contractor relationships;
- (ii) Understanding the distinction between management information and performance reporting;
- (iii) Having due regard to the respective responsibilities of the Board, as the executive body of the Combined Authority, and the overview and scrutiny functions of the Committee.

2.4 As things stand, project highlight reports routinely contain commercially sensitive information relating to the status of contracts with suppliers and negotiations with partners. To reproduce the highlight reports in a form suitable for published Committee papers would require establishing a duplicate non-sensitive set of reports. Apart from considerations of workload, such duplicate non-sensitive reports would be of limited value in informing the Committee.

2.5 Project highlight reports record detailed management information and are a tool for enabling day-to-day (or rather month-to-month) management conversations between officers. They are used to compile performance reporting to the Board which is based on that information and which reflects a judgement about what the information means for the performance of the project. The Board has, to date, seen elected Members' role as receiving and challenging that performance reporting.

2.6 The Board is the Combined Authority's executive body. Its members take the view that performance management is part of that executive role, and that the role of the Overview and Scrutiny function is to help the Board with challenge and advice on how it carries it out.

2.7. The Combined Authority Board performance report is published a week prior to the meeting and is available to Overview & Scrutiny members. This includes a dashboard which pulls together:

- Key metrics for delivering the Combined Authority's objectives, including houses built, jobs created and GVA increase;
- An overall programme report on the top priority projects for our portfolio of live projects, with ratings on a Red/Amber/Green (RAG) scale;
- Information on movements across the whole programme, plus a count of all projects with a Red rating.

2.8 In the light of this analysis, it is suggested that Overview and Scrutiny Committee may wish to:

- Continue receiving quarterly updates with a tally of the projects on the Single Project register (as per appendix 1);

- Consider whether to make recommendations to the Board on the performance reporting arrangements the Board has put in place;
- Consider whether individual projects may benefit from scrutiny.

**(iv) FINANCIAL IMPLICATIONS**

- a. There are no additional financial implications arising from this report.

**(v) LEGAL IMPLICATIONS**

- a. There are no additional legal implications arising from this report.

<u>Source Documents</u>	<u>Location</u>