



OVERVIEW & SCRUTINY COMMITTEE

Date: Monday, 16 December 2019

Democratic Services
Dermot Pearson
Interim Monitoring Officer

11:00 AM

The Incubator
Alconbury Weald
Cambridgeshire
PE28 4WX

**South Cambridgeshire District Council
Council Chamber, South Cambridgeshire Hall, Cambourne
Business Park, Cambourne, CB23 6EA**

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 O and S Minutes - 25 Nov 2019** **5 - 10**
- 4 Written responses from the Combined Authority Board to O&S questions - 27 November 2019** **11 - 12**
- 5 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](#)

- 6 Transport & Infrastructure Committee Chair**
Transport & Infrastructure Chair and Senior Officer were invited to attend the Overview & Scrutiny Committee meeting.
- 7 Draft Budget 2020-21 and Medium Term Financial Plan 2020-2024** **13 - 48**
- 8 Combined Authority Forward Plan - December 2019** **49 - 64**
- 9 O&S Work Programme Report - December 2019** **65 - 76**
- 10 Date of next meeting:**
The next meeting of Overview and Scrutiny Committee is on 27 January 2020 at 11.00AM, in the Council Chamber, East 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 Jocelynne 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

MINUTES

Date: 25 November 2019

Time: 11am

Location: Huntingdonshire District Council

Present:

Cllr Andy Coles
Cllr Ed Murphy
Cllr Alex Miscandlon
Cllr Anne Hay
Cllr Patricia Jordan
Cllr Doug Dew
Cllr Peter Fane
Cllr Lorna Dupre
Cllr Alan Sharp
Cllr Mike Davey
Cllr Jocelynn Scutt
Cllr David Connor

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

Officers:

Dermot Pearson
Rob Emery
Roger Thompson
Katarina O'Dell

Interim Monitoring Officer
Deputy S73 Officer
Director of Housing and Development
Interim Scrutiny Officer

1. Apologies

Apologies received from: Cllr Chamberlain, Cllr Gehring.
Cllr Fane substituted for Cllr Heylings, Cllr Davey substituted for Cllr Price.

Apologies also received from Kim Sawyer, John Hill and Jon Alsop.

2. Declaration of Interest

Cllr Davey declared a non-pecuniary interest as his wife is an Assistant Director at Peterborough City Council and Cambridgeshire County Council in Housing matters.

3. Minutes

The minutes of the meeting held on the 28 October 2019 were agreed and signed by the Chair with the following amendments:

That the wording on frequency of Overview & Scrutiny Committee meetings be corrected to state that the Committee would continue to meet monthly.

That the Transport Chair and Officer would attend the Overview & Scrutiny Committee meeting in December, not November.

It was also noted that the Chair had not yet received updates from the Mayor, as agreed at last Overview & Scrutiny meeting on 28 October 2019.

As part of the Minutes item, it was requested that Receipt of Combined Authority Responses to Overview & Scrutiny Questions is added as a standing item to all future agendas.

4. Public Questions

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

5. Combined Authority Draft Budget and Medium-Term Financial Plan

Deputy S73 Officer explained the Committee would have the opportunity to look at the Draft Budget and Medium-term Financial Plan three times and explained the process the Combined Authority had gone through so far in terms of the next year's Budget and that the consultation would be starting on Thursday 28 November 2019 and concluding on 31 December 2019.

The Committee would have the opportunity to look at this report again at its December meeting, which will be during the consultation period and would have the opportunity to draft a response to go back into the consultation process and would be responded to at the January meeting of the Combined Authority Board.

The final look at the Budget paper would be at January Committee meeting, which will be two days before the Budget would be presented to the Combined Authority Board.

Deputy S73 Officer presented and explained to the Committee the draft, timetable and principles that had been taken into account when drafting the Budget. He explained that while the key overarching objective was to set an affordable balanced budget, the Combined Authority had gone beyond that and developed its budget in line with key principles that had been established through feedback from Members and Officers throughout the process.

The development process had included Directors, Project Teams and Finance to achieve accuracy and promote ownership throughout the Combined Authority, ensuring all of its available resources are utilised while still setting an affordable budget.

Deputy S73 Officer pointed out one noticeable difference between the Medium-Term Financial Plan refresh in September and the one at the meeting, which was that the Combined Authority has shown recharges between the corporate staffing line and project budget line, meaning the whole cost of individual projects can be seen and it can be easier identifiable how grant funding is being spent.

As per the Combined Authority Constitution, the consultation will include Members of the Overview & Scrutiny Committee, Business Board Members and Constituent Councils (Chief Executive Officers, Chief Finance Officers and Leaders). The Consultation will also be available online for the public to view and email feedback.

In response to a question on realistic timescale, with budget draft, consultation and elections in between, Deputy S73 Officer explained that the timescale is set out in the Constitution and the Combined Authority has to comply.

Cllr Murphy raised a concern about administration and management costs and asked for a pie chart to show what the Combined Authority is spending. The Deputy S73 Officer explained that the gross staffing costs were still shown in the corporate budgets, with the amounts recharged to specific projects shown on a separate line thus allowing the total staffing costs to be easily identified, monitored and controlled. Based on this Cllr Murphy withdrew his request.

Responding to a comment on the purpose of consulting Constituent Authorities, when the Combined Authority Board approves the Budget and it consists of the leaders of authorities, deputy S73 Officer explained that the Combined Authority was required to consult with anyone it might levy, therefore, Constituent Authorities were required to be asked.

RESOLVED:

That the Combined Authority Draft Budget and Medium-term Financial Plan be noted.

6. Affordable Housing Programme Update

Director of Housing and Development provided a brief update on the progress of the Programme since the last update in June 2019, explaining the objective of £170m Affordable Housing Programme being the delivery of 2500 homes.

It was further noted that some good progress had been made in recent months. Homes with funding approved have increased from 777 to over 1100, money paid to date had gone from £3.5m to £28m. Looking ahead to the rest of this financial year, it is anticipated approximately 1230 units would be approved by the end of March with a significant jump in numbers of homes starting on-site.

Director of Housing and Development explained where the changes had happened and talked through updates with numerous developments and schemes, including Burwell scheme, Perkins site, Snowley Park, Belle Vue, Crowland Road and others.

It was also noted there had been some dropping in the prices of market housing since September 2018 due to the economic uncertainty.

Additionally, opportunities for the Combined Authority were presented, including looking at schemes that are stalled in the market, particularly some of the smaller schemes to explore options for a direct delivery. There might also be opportunities to support market houses.

Some identified risks included the need to continue to see the volume of schemes coming through to achieve the Combined Authority's target and the risk of planning applications not being approved.

In response to a question regarding the recently approved scheme at Wisbech Road, March and there being no mention of modification to the roundabout, the Director explained that the Combined authority was not determining planning, but that if planning permission was achieved, the Combined Authority would be happy to give a grant and support a scheme.

Regarding a question on modular construction, the Director explained that it had benefits such as good and consistent standards and speed, but they did need to be brought to site.

The life span of modular constructions was questioned, and the Director clarified that the industry was at the stage where all housing designs and materials are very comparable in terms of durability and the direction of travel seemed to be that there would be more and more modular construction.

Cllr Murphy raised a concern about standards and also about the low percentage of new homes and the conversion of offices into residential accommodation under permitted development. The Director reassured the Committee that building regulations were there for a reason and developers will have to comply with them. In response to the second part of the question, it was noted that there were very few schemes currently in the CPCA pipeline where offices were being converted to affordable units, but that doing that could help the market supply as well as being a quick project. The Director stressed that the Combined Authority needed to be dynamic, take opportunities when they presented themselves and that the market was always adapting.

Cllr Murphy further commented that with the funding the Combined Authority has, it should focus on providing new social homes rather than what seemed to be helping developers achieving profit.

In response to Cllr Scutt's concern about the term affordable and whether the Combined Authority required that affordable housing it was funding meet a particular standard, the Director explained there were three principal types of affordable housing tenure and that the Combined Authority supported all forms of tenure but that most of them at the moment were affordable rental units.

Cllr Dew wanted to commend anything that brings housing into use more quickly and noted that there was often a misconception that there was a skills shortage therefore we had modular houses. The Director confirmed that modular factories were very good at training people and one of the issues with traditional building was that the quality control could be inconsistent, hence modular technology is very progressive and faster.

To a concern raised about no mention of climate change when identifying risks, the Director explained that there was a national trend towards higher standards and that the Government identified particular issues around heating, gas boilers etc and the Combined Authority wished to be at the forefront of that, but that it was not just about building houses but also about what was coming ahead, including electric charging, and some schemes were already making provisions for that. Cllr Davey wondered whether there was a role for Overview & Scrutiny to include a reference, as part of Housing Development Programme to what Housing is doing to mitigate against climate change.

There were a number of recommendations raised for targets:

- the environment, sustainability and carbon neutrality,
- assessing shortage of accessible homes,
- impact on anti-poverty and fuel-poverty across Cambridgeshire and Peterborough.

There was also a request for a report to come back to the Committee on where the development company is and whether it is viable.

The Housing Team Programme Manager noted that there was already work in progress on housing needs and the update would be given in February 2020.

Cllr Dew noted some of the issues discussed had needed to be raised and that aspirations were good, but money was being given by the Government and the Combined Authority needed to deliver.

RESOLVED:

- a) That the update from the Director of Housing and Development be noted.
- b) That a more informed discussion is to be held at the February meeting, when more information will be available.

7. Review of Combined Authority Board Agenda

The Committee reviewed the agenda for the Combined Authority Board meeting on Wednesday 27 November 2019 and identified questions to the Board as below:

3.3 Climate Change

Q: How will the Commission and its work align with the work of its constituent authorities and of Cambridgeshire County Council's technical group on air quality? We note that Cambridgeshire County Council publishes its pre-consultation Climate Change and Environment Strategy next month.

Q: How can the Commission effectively address the environmental effects of transport when the Local Transport Plan is going to the Combined Authority's Transport Committee in early January and will be approved by the Combined Authority Board at the end of January, given the importance of transport to climate change?

Q: How will the Commission influence the decision-making processes of the Cambridgeshire and Peterborough Combined Authority?

Q: Whom will the Commission consult as part of its work?

Q: How will the Commission work with the Executive Committees of the Combined Authority?

Q: Will the Commission's interim report be made available before the pre-election period for the May elections?

Q: How soon does the Cambridgeshire and Peterborough Combined Authority expect the Panel to be recruited and hold its first meeting?

Q: Will the Cambridgeshire and Peterborough Combined Authority appoint a lead officer for Climate Change?

RESOLVED:

- a) That the CA Board agenda be noted.

- b) That the questions be submitted to the Combined Authority Board at its meeting on 27 November 2019.
- c) That all Constituent Councils be contacted in regards to their plans and strategies for climate change.

8. Combined Authority Forward Plan

The Committee considered the Combined Authority Forward Plan.
The Chair identified the following items for the Committee's consideration:

January - Local Transport Plan
January – Skills Committee
Business plan
University of Peterborough
Market Towns
March – Local Enterprise Partnerships

RESOLVED:

That the Combined Authority Forward Plan be noted.

9. Overview and Scrutiny Work Programme

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

Identified items to be added to the Work Programme for February meeting:

- i) Item on Housing
- ii) Item on Trading companies

RESOLVED:

That the items be added to February agenda.

10. Date and Location of the next Committee meeting:

The Committee agreed that the next meeting would be held on 16 December 2019 at 11:00am, at South Cambridgeshire District Council with a pre-meeting at 10am

The meeting concluded at 12.40pm.

Responses to Overview and Scrutiny Committee questions to the Combined Authority Board: 27 November 2019

3.3 Climate Change

Q: How will the Commission and its work align with the work of the constituent authorities and of Cambridgeshire County Council's technical group on air quality? We note that Cambridgeshire County Council publishes its pre-consultation Climate Change and Environment Strategy next month.

A: The Commission's terms of reference ask it to provide independent advice addressed to business and the public sector. It will be a matter for the Commission to decide how to take existing and developing public sector plans and strategies into account as evidence, and whether to make recommendations about the content of future plans. The Commission's role is to create a narrative for the whole county to inform the Combined Authority's point of view. This will not replicate the work being done by others, but will provide a more complete picture.

Q: How can the Commission effectively address the environmental effects of transport when the Local Transport Plan is going to the Combined Authority's Transport Committee in early January and will be approved by the Combined Authority Board at the end of January, given the importance of transport to climate change?

A: The Commission's terms of reference ask it to provide independent advice addressed to business and the public sector. It will be a matter for the Commission to decide how to take existing and developing public sector plans and strategies into account as evidence, and whether to make recommendations about the content of future plans. Agreeing the Local Transport Plan or the Local Industrial Strategy now does not prevent them being refreshed in the future to take account of the Commission's findings if this is what the Board wishes to do.

Q: How will the Commission influence the decision-making processes of the Cambridgeshire and Peterborough Combined Authority?

A: The Commission's terms of reference ask it to provide independent advice addressed to business and the public sector. It will then be for the Combined Authority to decide whether and how to take into account any recommendations the Commission might make.

Q: Whom will the Commission consult as part of its work?

A: As an independent body that will be a matter for the Commission to decide.

Q: How will the Commission work with the Executive Committees of the Combined Authority?

A: That will be a matter for the Commission to decide.

Q: Will the Commission's interim report be made available before the pre-election period for the May elections?

A: That will be a matter for the Commission to decide, although we note that next year's local election purdah is likely to begin in only 16 working weeks. Given the complexity of the work involved it would seem unlikely that the interim report would be produced in that time.

Q: How soon does the Cambridgeshire and Peterborough Combined Authority expect the Panel to be recruited and hold its first meeting?

A: Following the Board's decision to establish the Commission the recruitment of members has now begun.

Q: Will the Cambridgeshire and Peterborough Combined Authority appoint a lead officer for Climate Change?

A: Climate change is a cross-cutting issue and the management team own responsibility for acting collectively to ensure that it is reflected in every Combined Authority policy.



OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM No: 7
16 DECEMBER 2019	PUBLIC REPORT

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

1. PURPOSE

- 1.1. This paper sets out the proposed Combined Authority draft Budget for 2020/21 and the Medium-Term Financial Plan (MTFP) and Capital Programme for the period 2020/21 to 2023/24, as approved by the Board for consultation purposes on 27th November 2019.

2. BACKGROUND

- 2.1. 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.”

Budget Development Timetable

- 2.2. The approved budget setting timetable for the draft budget and MTFP is as follows:

Proposed Budget Setting Timetable Draft 2020/21 Budget and MTFP	Day	Date
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)	Mon	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

- 2.3. This is in accordance with the key dates and statutory deadlines as set out in the Constitution (Budget framework) and the Finance Order:

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

2.4. The Overview and Scrutiny Committee is invited to provide a response to the consultation on the draft Combined Authority Budget for 2020/21 and the draft Medium-Term Financial Plan 2020 to 2024.

3. LEGAL IMPLICATIONS

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

4. SIGNIFICANT IMPLICATIONS

The budget, MTFP and capital programme form the CPCA's financial planning for delivery of projects and programmes over the next 4 years. Therefore, it will have significant implications for the community of the area and beyond.

5. **APPENDICES**

Appendix 1 – Draft 2020/21 Budget and MTFP

<u>Source Documents</u>	<u>Location</u>
CPCA Constitution	https://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/Constitution-2019-10-24.pdf
Consultation document	https://cambridgeshirepeterborough-ca.gov.uk/news/consultation-cpca-draft-budget-202021



Consultation: Draft Budget 2020/21

The Cambridgeshire and Peterborough Combined Authority's Draft Budget for 2020/21 and medium-term financial plan was approved for consultation purposes at the Combined Authority Board meeting held on Wednesday 27th November 2019.

The Combined Authority wants to hear the opinions of all residents, partner organisations, businesses and other interested parties as part of the budget setting process and in response to the following question:

Do you have any comments to make on the Cambridgeshire and Peterborough Combined Authority draft budget for 2020/21?

The draft budget is included in the consultation document below.

Please note that this consultation applies to the draft Cambridgeshire and Peterborough Combined Authority budget only, and not to the mayor's draft budget which is subject to a separate approval process.

The consultation will close on 31st December 2019 and the Combined Authority Board will be provided with feedback on the consultation process at their meeting on 29th January 2020.

Please send responses to this consultation to the following email address:

finance@cambridgeshirepeterborough-ca.gov.uk



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

1. PURPOSE

- 1.1. 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.
- 1.2. The process for the approval of the Mayoral budget is set out in 'The Combined Authorities (Finance) Order 2017'.
- 1.3. This paper sets out the Combined Authority draft Budget for 2020/21 and the Medium-Term Financial Plan (MTFP) and Capital Programme for the period 2020/21 to 2023/24.

2. BACKGROUND

- 2.1. 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."

Budget Development Timetable

- 2.2. The budget setting timetable for the draft budget and MTFP is as follows:

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)	Mon	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

- 2.3. This is in accordance with the key dates and statutory deadlines as set out in the Constitution (Budget framework) and the Finance Order:

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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)
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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

2.4. **Consultees**

The list of those to be consulted on the draft budget and MTFP are as follows:

- Cambridge City Council
- Cambridgeshire County Council
- East Cambridgeshire District Council
- Fenland District Council
- Huntingdonshire District Council
- Peterborough City Council
- South Cambridgeshire District Council
- The Business Board
- CPCA Overview and Scrutiny Committee

The budget proposals will also be set out on the Combined Authority website with an invitation for feedback from residents and businesses.

2.5. **Budget Setting Objective**

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.

2.5.1. Other objectives and principles adopted in the development of the 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 by the November 2019 CA Board Meeting.
- 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 provides 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 identifies staffing costs and other contributions to 'overheads' associated with grant funded programmes.
- The Budget and MTFP provides a clear presentation of projects where budget lines have already been approved by the Board, and of those projects which are 'Subject to Approval'.

2.5.2. 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.

2.5.3. All Revenue and Capital expenditure lines included within the 2020/21 budget envelope and the MTFP, including both 'approved expenditure' and 'subject to approval' expenditure, are affordable and provide a balanced budget.

2.5.4. There is no proposal to precept constituent authorities under Section 40 of the Local Government Finance Act 1992 for the 2020/21 financial year.

2.5.5. The attached appendices provide the summary positions and detailed supporting schedules for both Revenue Expenditure (**Appendix 1**) and the Capital Programme (**Appendix 2**).

2.5.6. Items listed within the Revenue and Capital Leveraged Funded Schemes (**Appendix 3**) sit outside the budget and MTFP, as they would require external funding. Potential sources of external funding for these schemes will be identified and assessed as part of the development of Strategic and Outline Business Cases.

3. DRAFT BUDGET FOR 2020/21 AND MTFP FOR THE PERIOD 2020/21 TO 2023/24

3.1. This report presents draft Revenue and Capital Budgets, reflecting decisions taken by the Combined Authority Board at the November 2019 Board meeting, in line with agreed accounting policies. Overall affordability remains the key factor in agreeing a balanced budget and this paper refreshes presentation to clearly align Directorate Budgets with funding sources. The paper also differentiates between budgets which can be committed without further Board approval ('approved' projects and non-discretionary operational costs) and those that are 'subject to approval' by the Board.

4. FUNDING

4.1. Funding summaries for planned and projected 'Revenue' expenditure and 'Capital' expenditure over the lifetime of the MTFP are shown in Tables 1 and 2 below. These show the expected fund balances available in each year of the MTFP and are made up of reserves brought forward and expected in year funding. These tables show the movement against these funds for both 'approved' and 'subject to approval' expenditure profiles. The positive overall balance for Revenue at the end of each year and at the end of the MTFP period (2023/24 - £8,929.5k), and for Capital (2023/24 - £58,403.0k), indicate that the budget is balanced and affordable.

Table 1 CPCA Revenue Funding Summary

Source of Funding	2020/21				2021/22				2022/23				2023/24			
	Available Funds	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End	Available Funds	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End	Available Funds	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End	Available Funds	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Revenue Single Pot	(18,220.7)	10,448.4	3,267.9	(4,504.4)	(12,504.4)	8,336.7	200.0	(3,967.7)	(11,707.7)	7,607.2	136.0	(3,964.5)	(11,704.5)	8,475.4	70.0	(3,159.1)
Earmarked Reserves	(3,342.1)	500.0	-	(2,842.1)	(2,842.1)	1,280.0	-	(1,562.1)	(1,822.1)	500.0	-	(1,322.1)	(1,582.1)	62.0	-	(1,520.1)
Enterprise Zone Receipts	(957.6)	638.2	-	(319.4)	(1,318.6)	687.2	-	(631.4)	(2,088.6)	948.6	-	(1,140.0)	(2,597.2)	530.6	-	(2,066.6)
Adult Education Budget (AEB)	(11,513.1)	11,513.1	-	-	(11,513.1)	11,513.1	-	-	(11,513.1)	11,513.1	-	-	(11,513.1)	11,513.1	-	-
Transport Levy	(12,616.4)	12,616.4	-	-	(12,868.7)	12,868.7	-	-	(13,126.2)	13,126.2	-	-	(13,388.8)	13,388.8	-	-
Other Funding	(6,056.3)	2,777.6	-	(3,278.7)	(4,229.7)	2,046.0	-	(2,183.7)	(2,929.7)	746.0	-	(2,183.7)	(2,929.7)	746.0	-	(2,183.7)
Total	(52,706.2)	38,493.7	3,267.9	(10,944.6)	(45,276.6)	36,731.7	200.0	(8,344.9)	(43,187.4)	34,441.1	136.0	(8,610.3)	(43,715.4)	34,715.9	70.0	(8,929.5)

4.2. 'Earmarked Reserves' lines are made up of the following:

- The £1m Contingency reserve
- The Election Reserve
- The Growth Fund Top-Slice reserve

4.3. The 'Other Funding' line is made up of the following sources of income:

- EU Exit Funding
- Energy Hub Grant
- Health and Care Sector Work Academy Grant
- Commercial Support Grant
- Careers and Enterprise Company Funding
- Rural Community Energy Funding (RCEF)
- Growth Hub (BEIS)
- LEP Core Funding (BEIS)

Table 2 CPCA Capital Funding Summary

Source of Funding	2020/21				2021/22				2022/23				2023/24			
	Available Funds in Year	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End	Available Funds in Year	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End	Available Funds in Year	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End	Available Funds in Year	Approved Expenditure	Subject to Approval Expenditure	Balance at Year End
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Capital Gainshare	(53,029.9)	18,967.9	11,091.6	(22,970.4)	(34,970.4)	9,837.0	25,618.5	485.1	(11,514.9)	-	4,753.5	(6,761.4)	(18,761.4)	-	5,720.9	(13,040.5)
Transforming Cities Fund	(24,476.6)	7,612.0	16,864.6	-	(30,000.0)	13,103.5	16,896.5	-	(21,000.0)	896.8	20,103.2	-	-	-	-	-
Cambridge City £70m	(35,254.1)	27,954.0	-	(7,300.1)	(7,300.1)	7,300.1	-	0.0	-	-	-	-	-	-	-	-
Housing Infrastructure £60m	(50,362.8)	3,941.1	8,711.8	(37,709.9)	(37,709.9)	3,429.2	15,806.8	(18,473.9)	(18,473.9)	-	6,759.6	(11,714.3)	(11,714.3)	-	11,714.3	-
Housing Loans £40m	(34,395.0)	6,739.8	-	(27,655.2)	(33,425.2)	-	-	(33,425.2)	(33,425.2)	-	-	(33,425.2)	(33,425.2)	-	-	(33,425.2)
Local Growth Fund	(71,594.3)	61,892.6	1,000.0	(8,701.7)	(9,625.4)	-	-	(9,625.4)	(11,111.8)	-	-	(11,111.8)	(11,937.3)	-	-	(11,937.3)
Highways Maintenance Grant	(23,080.0)	23,080.0	-	-	(23,080.0)	23,080.0	-	-	(23,080.0)	23,080.0	-	-	(23,080.0)	23,080.0	-	-
Total	(292,192.7)	150,187.4	37,668.0	(104,337.3)	(176,111.0)	56,749.8	58,321.8	(61,039.4)	(118,605.8)	23,976.8	31,616.3	(63,012.7)	(98,918.2)	23,080.0	17,435.2	(58,403.0)

- 4.4. These tables indicate that all 'Revenue' and 'Capital' expenditure lines included within the 2020/21 budget envelope and the MTFP, including both 'approved expenditure' and 'subject to approval' expenditure, are affordable and provide a balanced budget.

5. **REVENUE BUDGET**

- 5.1. The revenue budget covers the operational costs of the Combined Authority including staffing and staff related costs, corporate overheads and externally commissioned costs. Other 'revenue' costs include:
- Business Board funding and activities.
 - Ongoing devolution of the Adult Education Budget (AEB) which commenced in the 2019/20 academic year.
 - Provision for Non-Transport project feasibility studies which is allocated with CA Board approval.
 - Allowance for Mayoral Elections on a four-year cycle with the next election falling in 2021/22.
 - Allowance for interest charged on (potential) capital borrowing.
- 5.2. Overall affordability is a key principle in creating a lawful budget and for ensuring financial control over the period of the MTFP. The budget has also been presented to highlight the governance processes for budget lines which are described as 'Approved' and 'Subject to Approval' Schemes.
- An **Approved Budget** line is one that the Board has already approved. Spending against budget lines is permitted without further approval.
 - A **Subject to Approval** budget line is noted within the overall budget affordability envelope, but further approval will be required from the CA Board to approve the spending.
- 5.3. Table 3 presents a summary of Approved budget totals by Directorate and year, and provides an indication of funding streams available to support these activities. A summary of Subject to Approval budget lines is included in each year, illustrating that both the Approved and Subject to Approval budget lines are affordable across the lifetime of the MTFP.

A more detailed breakdown of Directorate 'revenue' budgets and anticipated MTFP expenditure is shown at Appendix 1. Please note that where a budget line is not specified, this is deemed to be an Approved Budget line.

Table 3 Summary Draft Revenue Budget 2020/21 and MTFP

Financial Year		Total Directorate Expenditure	Revenue Single Pot	Earmarked Reserves	Enterprise Zone Receipts	Adult Education Budget (AEB)	Transport Levy	Other Funding	Total
		£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
	Opening Bal @ 01/04/20		(9,480.7)	(2,367.3)	(468.5)	-	-	(3,858.3)	(16,174.8)
2020/21	Funds Received in Year		(9,000.0)	-	(489.1)	(11,513.1)	(12,616.4)	(2,198.0)	(35,816.6)
	Transfer Between Reserves		260.0	(974.8)	-	-	-	-	(714.8)
	Available Funds		(18,220.7)	(3,342.1)	(957.6)	(11,513.1)	(12,616.4)	(6,056.3)	(52,706.2)
	Mayor	456.8	456.8	-	-	-	-	-	456.8
	Corporate	6,882.6	6,724.4000	-	158.2000	-	-	-	6,882.6000
	Business & Skills	17,099.3	1,828.6	500.0	480.0	11,513.1	-	2,777.6	17,099.3
	Delivery & Strategy	13,971.6	1,355.2	-	-	-	12,616.4	-	13,971.6
	Housing	83.4	83.4	-	-	-	-	-	83.4
	Subject to Approval	3,267.9	3,267.9	-	-	-	-	-	3,267.9
	Closing/Opening Balance		(4,504.4)	(2,842.1)	(319.4)	-	-	(3,278.7)	(10,944.6)
2021/22	Funds Received in Year		(8,000.0)	-	(999.2)	(11,513.1)	(12,868.7)	(951.0)	(34,332.0)
	Transfer Between Reserves		-	-	-	-	-	-	-
	Available Funds		(12,504.4)	(2,842.1)	(1,318.6)	(11,513.1)	(12,868.7)	(4,229.7)	(45,276.6)
	Mayor	472.5	472.5	-	-	-	-	-	472.5
	Corporate	8,455.0	7,516.8	780.0	158.2	-	-	-	8,455.0
	Business & Skills	14,785.4	197.3	500.0	529.0	11,513.1	-	2,046.0	14,785.4
	Delivery & Strategy	13,018.8	150.1	-	-	-	12,868.7	-	13,018.8
	Housing	-	-	-	-	-	-	-	-
	Subject to Approval	200.0	200.0	-	-	-	-	-	200.0
	Closing/Opening Balance		(3,967.7)	(1,562.1)	(631.4)	-	-	(2,183.7)	(8,344.9)
2022/23	Funds Received in Year		(8,000.0)	-	(1,457.2)	(11,513.1)	(13,126.2)	(746.0)	(34,842.5)
	Transfer Between Reserves		260.0	(260.0)	-	-	-	-	-
	Available Funds		(11,707.7)	(1,822.1)	(2,088.6)	(11,513.1)	(13,126.2)	(2,929.7)	(43,187.4)
	Mayor	479.6	479.6	-	-	-	-	-	479.6
	Corporate	7,574.3	7,293.7	-	280.6	-	-	-	7,574.3
	Business & Skills	13,227.0	(200.1)	500.0	668.0	11,513.1	-	746.0	13,227.0
	Delivery & Strategy	13,160.2	34.0	-	-	-	13,126.2	-	13,160.2
	Housing	-	-	-	-	-	-	-	-
	Subject to Approval	136.0	136.0	-	-	-	-	-	136.0
	Closing/Opening Balance		(3,964.5)	(1,322.1)	(1,140.0)	-	-	(2,183.7)	(8,610.3)
2023/24	Funds Received in Year		(8,000.0)	-	(1,457.2)	(11,513.1)	(13,388.8)	(746.0)	(35,105.1)
	Transfer Between Reserves		260.0	(260.0)	-	-	-	-	-
	Available Funds		(11,704.5)	(1,582.1)	(2,597.2)	(11,513.1)	(13,388.8)	(2,929.7)	(43,715.4)
	Mayor	486.9	486.9	-	-	-	-	-	486.9
	Corporate	8,031.2	7,750.6	-	280.6	-	-	-	8,031.2
	Business & Skills	12,809.0	237.9	62.0	250.0	11,513.1	-	746.0	12,809.0
	Delivery & Strategy	13,388.8	-	-	-	-	13,388.8	-	13,388.8
	Housing	-	-	-	-	-	-	-	-
	Subject to Approval	70.0	70.0	-	-	-	-	-	70.0
	Closing Balance		(3,159.1)	(1,520.1)	(2,066.6)	-	-	(2,183.7)	(8,929.5)

5.4. Mayor's Budget

The Mayor's Office budget is included within this report for completeness as it draws on CPCA funding sources. However, the mayoral budget has a different approval process to the non-Mayoral Combined Authority budget. The process for determining the mayoral budget is set out in the Combined Authorities (Finance) Order 2017.

6. CORPORATE SERVICES DIRECTORATE

6.1. Given the 'non-discretionary' nature of Corporate costs, which are driven by policy and operational requirements, all costs are classified as 'Approved'.

6.2. Salaries and Other Employee Costs

The last 12 months has seen the Combined Authority move towards its new approved establishment structure. This process identified significant savings which were reported in the 2019/20 Budget and MTFP Refresh.

This budget reflects refinement of the staff costs already reported, showing a stabilised position and some limited cost reduction over the life of the MTFP.

The Staffing budget reflects:

- An anticipated annual pay award of 2%.
- Changes approved by the Chief Executive required to appoint appropriate staff to the structure on a harmonised pay structure.
- Positions funded by specific funding streams e.g. Energy Hub and Rural Community Energy Funding. The staffing structure now aligns operational teams to funding.

The Corporate Services budget includes recharges of staff and overheads funded by specific funding streams to reflect the full cost of each programme within Directorate budgets.

6.3. Support Services

The CPCA continues to operate a lean structure. To enable that efficiency some support services are provided by constituent authorities such as democratic services from Cambridgeshire County Council, finance support from Peterborough City Council and procurement support from Cambridge City Council.

6.4. Corporate Overheads

Corporate Overheads includes the costs of running an office as well as the specific costs of being in business (e.g. audit). These costs are expected to remain stable in future years.

6.5. Governance

This section identifies the costs of holding meetings and the allowances and expenses of the Business Board, independent panels and the independent Chair of the Audit and Governance Committee.

6.6. Election Costs

The CPCA makes a contribution of £260k per year to a reserve which provides for the costs of the Mayoral election every four years. The budget provides for this and the drawdown of £1.04m in 2021/22 is to finance this cost.

6.7. Capacity Funding

The Capacity fund was established in 2019/20 to enable the organisation to react to emerging ideas, concepts and central Government policy. Use of this funding requires the approval of the Chief Executive.

6.8. Financing Costs

CPCA currently has an agreed cap with the Treasury that enables it to borrow up to £84.61m to finance capital related schemes. The revenue budget makes provision for financing interest on any borrowing up to this limit. The total borrowing cost is offset by interest receivable on cash balances and investments held by the Combined Authority.

6.9. Workstream Budgets

6.9.1. Contribution to A14 Upgrade (DfT)

As part of the current A14 upgrade works, an agreement was reached in October 2014 with all the Local Authorities in the area, and the Local Enterprise Partnership (LEP), that local contributions totalling £100m would be made towards the project. The LEP's contribution to this agreement was set at 30% of the LEP's share of the Enterprise Zone receipts from the

Alconbury Weald site received in each financial year from 2019-20 onwards. This commitment was taken over by the CPCA and the Business Board when the CPCA took over the activities and business of the LEP in April 2018. This budget line represents 30% of the forecast receipts receivable by the CPCA from Alconbury Weald in each financial year.

6.9.2. **Non-Transport Feasibility Funding**

The CA Board approved an annual budget of £1m to fund 'non-transport feasibility projects when it set the 2019/20 budget. A Board decision is required to make allocations against this budget. The impact of Board decisions made to date leave £749.6k in this fund in 2020/21, £917k in 2021/22 and £1m in following years.

7. **BUSINESS AND SKILLS DIRECTORATE**

7.1. **Overview**

The Business and Skills Directorate and the Business Board, for which it supplies the executive support, is focused on the Combined Authority's vision to double our economy. Its **strategic approach** in achieving this is to:

- **Improve the long-term capacity for growth in Greater Cambridge** to support the expansion of this innovation powerhouse and, crucially, reduce the risk of any stalling in the long-term high growth rates that have been enjoyed for several decades.
- **Increase sustainability and broaden the base of local economic growth**, by identifying opportunities for high growth companies to accelerate business growth where there is greater absorptive capacity, beyond the current bottlenecks to growth in Greater Cambridge.
- **Do this by expanding and building upon the clusters and networks** that have enabled Cambridge to become a global leader in innovative growth, creating an economy-wide business support eco-system to promote inclusive business growth.

Business and Skills Projects and Programmes are described in the sections below.

7.2. **Adult Education Budget (AEB)**

The devolved Adult Education Budget funds a service providing improved adult education to raise mid-level skills in the north and east of the economy, to increase productivity and support business growth in these areas. Following on from the previous year of devolution planning, the provision of service delivery began in August/September 2019. The budget is divided into two distinct areas:

- AEB Devolution Programme – the full allocation of the grant that is due for receipt, less the programme costs, as detailed below.
- AEB Programme Costs – provision of staffing and services to ensure delivery of the programme. This is the 4.9% top-slice of the AEB grant. As part of introducing clarity for corporate staffing costs and funded programmes, all staffing costs are included within this project. The staffing recharge will ensure that there is a net zero effect on the budget.

7.3. **Careers & Enterprise Company (CEC)**

The Careers & Enterprise Company (CEC) is the national vehicle used to drive the Skills Agenda and deliver the National Careers Strategy within education. The programme is linked to the Skills Brokerage service and is key to the success of delivering the Skills Strategy.

As with the AEB budget all staffing relating costs are included here as a recharge from the Corporate staffing budget.

7.4. Energy Hub

The Board has agreed to transfer this activity out of the control of the Combined Authority. Until the transfer happens, related costs are included in the Combined Authority's MTFP. Expenditure has been profiled to match the revised spending profile which is fully funded by the grant.

7.5. Growth Hub including EU Exit Funding and Thomas Cook Task Force

The Growth Hub is a telephone based signposting service to local organisations providing advice and growth support. An Outline Business Case presented in November 2019 and Full Business Case in March 2020, will propose the outsourcing of this service from April 2020. The revenue from Business, Energy and Industrial Strategy (BEIS), the sponsors of the service, and the outflow of costs to a contractor will continue to be included in the MTFP.

Additional services provided under sub-contract, have been provided to businesses and individuals regarding the EU Exit to ensure continuity of trade and the stability of European National Workers as well as to support employees of Thomas Cook to secure new jobs. EU Exit activities are being supported by top-up funding within this financial year from MHCLG, which will carry forward into 2020/21. Thomas Cook employee support is funded through a budget allocated from BEIS, for LEP Capacity Building.

7.6. Health and Care Sector Work Academy

The Health and Care Sector Work Academy provides additional education and work-based training for employees both in, and looking to enter, the health and social care work field. Traditionally a low-skill, low-pay area of work, the intention is to up-skill employees to improve outcomes.

7.7. Local Industrial Strategy (LIS) Implementation

The LIS Implementation budget is a cost provision for the development and launch of business support interventions, defined in the LIS as being required to meet the CPCA's economic growth ambitions. The Local Economic Commission has been included within this expenditure line.

7.8. Local Growth Fund Costs

This line was not shown in previous versions of the budget or MTFP as the costs for running the Local Growth Fund (LGF), were included within the Corporate revenue budget. By showing these costs separately, we can ensure that all relevant costs are recognised and charged against the Local Growth Fund top-slice reserve.

7.9. Market Town Implementation of Strategies

This budget line supports growth in our 11 market towns through the production of a Masterplan for each and funding to co-invest in the implementation of those plans. All masterplans will be completed by March 2020. The St. Neots plan is shown separately in Section 7.14 of this report.

7.10. Marketing

Provision has been made for a Business and Skills Marketing budget to ensure that the CPCA business and skills support interventions are well publicised. This new expenditure line is funded from the Local Growth Fund top-slice reserve.

7.11. Regional Community Energy Fund (RCEF)

As with the Energy Hub, this activity has been agreed to be transferred out of the Combined Authority. Until this happens, related costs are included in the MTFP. Expenditure is in line with the funding received for the project.

7.12. Skills Brokerage, including Apprenticeship Levy

The CPCA currently funds several pilot projects to establish the feasibility of a levy marketplace and skills brokerage to recover and scale apprenticeship levels to better meet business needs. The funding and provision of this service is under review with an enhanced proposal currently in development. To enable this review to be conducted with adequate depth and scope, part of the current contract will need to be extended to cover the 2019-20 academic year. The additional costs of this are £98k, which will require additional funding.

An Outline Business Case (OBC) was approved in November 2019 and Full Business Case (FBC) due to be presented in March 2020 will propose the outsourcing of these separate place-specific interventions into a single integrated, whole economy Business Growth Service from April 2020.

7.13. Skills Strategy Implementation

The Skills Strategy Implementation budget is a provision for the development and launch of skills support interventions, defined in the Skills Strategy and carried into the LIS as being required to meet the CPCA's economic growth ambitions.

7.14. St. Neots Masterplan

The funding for this project had previously been included in the Market Town Implementation of Strategies line as referred to above.

7.15. Trade and Investment Programme

This is a pilot programme to test the ideas developed in the LIS for a larger scale inward investment service. An OBC was approved in November 2019 and FBC due in March 2020, will propose the outsourcing of these separate place-specific interventions into a single integrated, whole economy Business Growth Service from April 2020.

7.16. EZ Funded Growth Company Contribution

Use of Enterprise Zone receipts enable the CPCA to procure a Business Growth Service from the marketplace, enabling the support of local businesses as well as attracting new businesses to the Cambridgeshire and Peterborough economies.

8. DELIVERY AND STRATEGY DIRECTORATE

8.1. The Delivery and Strategy Directorate promotes the Mayor and Combined Authority's growth ambition by:

- Supporting their role as the Transport Authority, developing and overseeing the delivery of new transport schemes, developing the Local Transport Plan, and ensuring the provision of subsidised public transport by delivery partners;
- Supporting Local Planning Authorities by developing an overall spatial framework for the area;
- Providing programme and performance management to ensure successful delivery of Combined Authority projects; and
- Supporting the Mayor and Combined Authority's role in public service reform.

Delivery and Strategy revenue projects in the MTFP period include:

8.2. Bus Review Implementation.

This project is taking forward the Mayor's Strategic Bus Review under the guidance of the Bus Reform Task Force. It will recommend both short-term improvements to bus services and longer-term options for better delivery models, including considering the scope for enhanced partnerships with bus operators, and potentially franchising.

8.3. Cambridgeshire Autonomous Metro (CAM).

The budget identified here will fund the development of an Outline Business Case for the CAM metro, building on the work reported in the Strategic Outline Business Case.

8.4. Cambridge South

This budget makes provision for a Combined Authority contribution to constructing an accelerated new station at Cambridge South to serve the Cambridge Biomedical Campus.

8.5. Climate Change

This budget will fund research and other support for an Independent Commission on Climate Change

8.6. Huntingdon Third River Crossing

Growth to the north of Huntingdon will challenge the capacity of roads in the area. This budget funds a study of options for increasing capacity.

8.7. Local Transport Plan

The new Local Transport Plan (LTP) is due to be approved in the 2019-20 financial year. A number of councils' local plans will be updated in the early part of the MTFP period so it is prudent to make provision for a possible need to refresh the LTP in 2021/22.

8.8. Monitoring and Evaluation Framework

The Combined Authority is obliged by the terms of the Devolution Deal to maintain a Monitoring and Evaluation Framework and to pay for external evaluation of its programme. This budget reflects contractual commitments with the external evaluator.

8.9. Public Service Reform

The Board agreed to support the costs of the Independent Commission on Public Service Reform, which intends to report on health and care integration during 2020-21.

8.10. Schemes and Studies

The Combined Authority has supported Peterborough City Council in developing a package of minor schemes during 2019-20 and it is anticipated that it will do so again in 2020-21.

8.11. Strategic Planning

The Combined Authority is developing a strategic spatial framework for the area. Funding is required for external expertise and research to support that activity.

8.12. Sustainable travel

The Combined Authority has supported Peterborough City Council in developing sustainable travel options during 2019-20 and it is anticipated that it will do so again in 2020-21.

8.13. Transport Levy

Under current arrangements, Transport Levy funding raised from the two Highways Authorities is passported back to them in full to fund Transport Authority functions exercised by them under delegation from the Combined Authority.

9. HOUSING DIRECTORATE

9.1. **Community Land Trusts (CLT) / <£100k Housing**

The Housing Strategy (September 2018) recognises that there is a need to deliver genuinely affordable housing across the Combined Authority Area. It further recognises that there is a gap in the market that provides for those who do not qualify for traditional affordable housing and for whom open market housing is out of reach.

<£100k Homes and Community Land Trusts (CLTs) are referenced as a mechanism that could enable the Combined Authority to make a contribution to meet our housing objectives and respond to demand for cheaper housing for local people. It is recommended within the strategy to explore and deliver the <£100k Homes project. CLTs are referenced as a means not only to deliver genuinely affordable housing but also as vehicles to potentially utilise the mechanism of land value capture.

On 25 September 2019 the Board approved the inclusion of these projects in the 2019/20 Business Plan and further agreed a total budget allocation of £250,000 to progress these projects.

<£100k Homes is an exciting new initiative and will be the first of its kind in the country. Developing and delivering this initiative will provide those individuals who are struggling to enter the housing market with a real opportunity to buy their own home at an affordable price.

Work is underway to develop the policy framework and business case for <£100k Homes.

9.2. **Community Land Trusts** are a mechanism to deliver community-led housing. Community-led housing is an attractive and affordable alternative to conventional housing and can be part of the answer where communities come together to design and build affordable homes for the benefit of local households most in need.

The Combined Authority vision for Cambridgeshire and Peterborough is to have the most advanced community-led housing sector in the UK, where local people in confident, and resilient communities have access to the skills and expertise to create attractive local homes that they can genuinely afford.

Housing plays an important role in the growth of our local economy but across Cambridgeshire and Peterborough too many young people and families are unable to stay in their communities, close to their place of work, because they cannot access decent housing that they can genuinely afford on their local incomes.

To support the 'scaling up' of community-led housing across Cambridgeshire and Peterborough, the Combined Authority can:

- Mobilise public support for new homes;
- Widen the range of housing products that are available, including homes for local people that are priced out of home ownership;
- Boost community ownership of assets;
- Diversify the local housebuilding market, building collaboration, innovation, skills and local supply chains;
- Inspire stronger local communities with increased confidence, capacity and control.

9.3. Garden Villages

This provision is for the negotiation and exchange of two major land option deals on the proposed CAM metro network in order to enable a land value capture strategy to deliver a minimum of two garden villages.

10. REVENUE BUDGET CONCLUSIONS

- 10.1. The Revenue Budget position for 2020/21 and MTFP for Approved and Subject to Approval budget lines is affordable within known funding sources. Current spending plans leaves uncommitted Revenue Single Pot funding of £3.159m at the end of 2023/24 in addition to the £1m minimum prudent reserve level agreed in January 2019.

11. CAPITAL PROGRAMME

11.1. Development of the Capital Programme

Table 4 below, presents a summary of Approved budget totals by Directorate and year, creating a clear link to forecast funding brought forward into 2020/21 and projected drawdown across the lifetime of the MTFP. A summary of Subject to Approval budget lines is included in each year, illustrating that both the Approved and Subject to Approval budget lines are affordable within expected funding streams.

Appendix 2 shows the detailed Directorate Capital budget for 2020/21 and the Capital programme for the duration of the MTFP. The Capital programme differentiates between budget lines which have been 'Approved' for spending and those which are 'Subject to Approval' - budget lines that have been identified but require further approval from the CA Board to allow spending to commence.

Table 4 Summary Capital Budget 2020/21 and MTFP

Financial Year	Total Directorate Expenditure	Capital Gainshare	Transforming Cities Fund	Cambridge City £70m	Housing Infrastructure £60m	Housing Loans £40m	Local Growth Fund	Highways Maintenance Capital Grant	Total
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
	Opening Bal @ 01/04/20	(41,029.9)	(2,476.6)	(20,254.1)	(32,362.8)	875.0	(35,698.8)	-	(130,947.2)
2020/21	Funds Received in Year	(12,000.0)	(22,000.0)	(15,000.0)	(18,000.0)	(35,270.0)	(36,610.3)	(23,080.0)	(161,960.3)
	Top Slice of Capital Funds	-	-	-	-	-	714.8	-	714.8
	Available Funds	(53,029.9)	(24,476.6)	(35,254.1)	(50,362.8)	(34,395.0)	(71,594.3)	(23,080.0)	(292,192.7)
	Business & Skills	63,542.6	11,150.0	-	-	-	52,392.6	-	63,542.6
	Delivery & Strategy	47,259.9	7,067.9	7,612.0	-	-	9,500.0	23,080.0	47,259.9
	Housing	39,384.9	750.0	-	27,954.0	3,941.1	6,739.8	-	39,384.9
	Subject to Approval	37,668.0	11,091.6	16,864.6	-	8,711.8	1,000.0	-	37,668.0
	Closing/Opening Balance	(22,970.4)	-	(7,300.1)	(37,709.9)	(27,655.2)	(8,701.7)	-	(104,337.3)
2021/22	Funds Received in Year	(12,000.0)	(30,000.0)	-	-	(5,770.0)	(923.7)	(23,080.0)	(71,773.7)
	Top Slice of Capital Funds	-	-	-	-	-	-	-	-
	Available Funds	(34,970.4)	(30,000.0)	(7,300.1)	(37,709.9)	(33,425.2)	(9,625.4)	(23,080.0)	(176,111.0)
	Business & Skills	-	-	-	-	-	-	-	-
	Delivery & Strategy	45,270.5	9,087.0	13,103.5	-	-	-	23,080.0	45,270.5
	Housing	11,479.3	750.0	-	7,300.1	3,429.2	-	-	11,479.3
	Subject to Approval	58,321.8	25,618.5	16,896.5	15,806.8	-	-	-	58,321.8
	Closing/Opening Balance	485.1	-	-	(18,473.9)	(33,425.2)	(9,625.4)	-	(61,039.4)
2022/23	Funds Received in Year	(12,000.0)	(21,000.0)	-	-	-	(1,486.4)	(23,080.0)	(57,566.4)
	Top Slice of Capital Funds	-	-	-	-	-	-	-	-
	Available Funds	(11,514.9)	(21,000.0)	-	(18,473.9)	(33,425.2)	(11,111.8)	(23,080.0)	(118,605.8)
	Business & Skills	-	-	-	-	-	-	-	-
	Delivery & Strategy	23,976.8	-	896.8	-	-	-	23,080.0	23,976.8
	Housing	-	-	-	-	-	-	-	-
	Subject to Approval	31,616.3	4,753.5	20,103.2	-	6,759.6	-	-	31,616.3
	Closing/Opening Balance	(6,761.4)	-	-	(11,714.3)	(33,425.2)	(11,111.8)	-	(63,012.7)
2023/24	Funds Received in Year	(12,000.0)	-	-	-	-	(825.5)	(23,080.0)	(35,905.5)
	Top Slice of Capital Funds	-	-	-	-	-	-	-	-
	Available Funds	(18,761.4)	-	-	(11,714.3)	(33,425.2)	(11,937.3)	(23,080.0)	(98,918.2)
	Business & Skills	-	-	-	-	-	-	-	-
	Delivery & Strategy	23,080.0	-	-	-	-	-	23,080.0	23,080.0
	Housing	-	-	-	-	-	-	-	-
	Subject to Approval	17,435.2	5,720.9	-	-	11,714.3	-	-	17,435.2
	Closing Balance	(13,040.5)	-	-	-	(33,425.2)	(11,937.3)	-	(58,403.0)

12. BUSINESS AND SKILLS DIRECTORATE

Business and Skills capital projects are categorised into two distinct sections:

1. **CPCA Funded Projects** – directly funded by CPCA (section 12.1).
2. **Local Growth Fund Projects** – directly funded through the grant award received from BEIS (section 12.2).

12.1. CPCA Funded Projects

12.1.1. University of Peterborough

The University project is proceeding with an Outline Business Case due to be presented to the Board in January 2020. A Joint Venture (JV) proposal with Peterborough City Council is being developed to build and manage the new university premises.

12.1.2. Market Town Master Plan Pump Priming

The Combined Authority will consider bids against the agreed list of interventions and investment priorities specified within the Master Plans during 2020/21.

12.2. Local Growth Fund Projects

12.2.1. Capital Growth Grant Scheme

The Capital Growth Grant Scheme is a new project approved by the Board in September 2019 and funded by the Local Growth Fund for the sum of £3m in 2020/21. This is a Small Business Capital Growth Investment Fund to help Small and Medium sized enterprises (SMEs), grow through organic expansion, paying for equipment and expanded premises.

This Grant Scheme also includes an Innovation and Re-Location Grant to co-invest with small firms towards the cost of contracting experts to help:

- a) Access Research and Development funding from UK and EU agencies for new product development and increased productivity
- b) Access fast-track planning, partners, and investment for new employment space.

12.2.2. **Eastern Agritech Initiative**

The Eastern Agri-Tech Growth Initiative is designed to support the development of new and innovate ideas within the Agri-Tech sector. The Initiative has two main funds that can help support local businesses:

- Agri-Tech Growth Fund - offers grant funding of between £10k and £150k to support product development and improve agricultural productivity.
- Research, Development and Prototyping Fund - helps to support the research and development of new products or processes with grants of between £10k and £60k.

12.2.3. **Future Pipeline Projects**

Local Growth Fund provides capital funding from the Government to CPCA to invest in local projects which help overcome strategic barriers to growth and contribute towards delivery of ambitions set out in the Local Industrial Strategy (LIS) - from Business Growth Programmes, Inward Investment, Business Growth space, Launchpads and incubator space, through to new skills facilities and space for innovation. The funding for this project is time-limited and will need to be concluded by the end of 2020/21.

12.2.4. **Illumina Accelerator**

This is a Genomics Accelerator coaching programme for Start-ups and SMEs with Equity invested into the SME's in £100k convertible notes for 5+ SME businesses selected for the accelerator coaching programme in cohorts every six months. Future return of funding would be the eventual realisation of the 2% shareholding.

12.2.5. **Lancaster Way Phase 2**

This project funds Roundabout improvements on the A142 to support access to the Enterprise Zone site and reduce traffic impacts of the site on the main route. This project is also being aligned with County Highways improvements to the A10/A142 roundabout.

12.2.6. **Sci-Tech Container Village**

This project provides a loan for infrastructure costs to bring forward a key employment site for Cambridge unlocking 2 acres of a poor quality brownfield site to develop Sci-Tech container village business space. Delivery of this parcel of land will help accelerate wider regeneration of the overall site, for which £200M Housing Infrastructure Funding has been secured.

12.2.7. **Small Grants Programme**

A Board decision has been made to close the programme with any remaining funds being reutilised.

12.2.8. **Ascendal New Technology Accelerator**

This is a capital equity investment by the Authority to 'Ascendal' so that the CPCA becomes a shareholder in the New Technologies Accelerator. This project focuses on new technologies within public transport.

12.2.9. Hauxton House Redevelopment

This project is funded in two parts, loan and grant. The £292k grant forms 29% of the total scheme, whilst the £146k loan forms 15% of the scheme. The development to create the Mill SciTech Park will create a community of entrepreneurs in life-science, technology and social enterprise. The 6,000 square feet site will undergo complete refurbishment and conversion to office and lab spaces.

12.2.10. NIAB - Agri-Tech Start-up Incubator

This project aims to create a new incubator/launchpad building of approximately 325 square meters to provide state-of-the art space and facilities for up to 15 start-up companies with as many as 45 staff to grow and flourish.

12.2.11. NIAB - Hasse Fen

The grant for this project will support towards the development of additional business space and poly tunnels at the Eastern Agri-Tech Innovation Hub. The space provided will house up to 15 start-up companies in an incubator/high support setting.

12.2.12. TWI - Innovation Ecosystem

The purpose of the grant is for the refurbishment/improvement of the building already owned by The Welding Institute for use as a modular incubator/launchpad and co-working space targeted at sector related start-up companies.

12.2.13. CPCA Growth Service Company

This funding enables the CPCA to procure a Business Growth Service from the marketplace, thus enabling the support of local businesses as well as attracting new businesses to the Cambridgeshire and Peterborough economies.

13. DELIVERY AND STRATEGY DIRECTORATE

The capital provision for the coming years of the MTFP period are as follows:

13.1. A10 Dualling

The Combined Authority has procured a Strategic Outline Business Case for the dualling of the A10. This supports bids to the government's Large Local Majors and Major Route Network funds for the cost of dualling and junction improvements between Ely and Cambridge.

13.2. A47 Dualling

This line makes provision for collaborative funding with Highways England to prepare the business case documents to support delivery of dualling the A47 within the RIS2 (Road Investment Strategy 2) period.

13.3. King's Dyke

The Combined Authority has committed to fund Cambridgeshire County Council's scheme to provide a new road replacement for the King's Dyke level crossing. This line reflects existing commitments made by the Board.

13.4. Cambridge South Station

This budget makes provision for a Combined Authority contribution to constructing an accelerated new station at Cambridge South to serve the Cambridge Biomedical Campus.

13.5. Regeneration of Fenland Railway Stations

The Combined Authority has agreed to fund a package of improvements to stations at Manea, Whittlesea and March.

13.6. Soham Station

A rail station will be reinstated at Soham after a 75 year gap, supporting growth in the market town. The Board agreed in September 2019 to fund the construction phase of the project.

13.7. Wisbech Rail

This budget line allows continued funding for the project to restore the rail connection between Wisbech and Cambridge, taking work beyond the current GRIP 3b (Governance for Railway Investment Projects 3b) stage.

13.8. A16 Norwood Dualling

Proposed housing development at the Norwood site in Peterborough will be unlocked by dualling a short stretch of the A16.

13.9. A141 Capacity Enhancements

This line provides for continued study work on increasing road capacity to the North of Huntingdon in anticipation of growing demand driven by future development.

13.10. A505 Corridor

This line funds a study of road capacity in this high-growth area between Cambridge and Royston.

13.11. A605 Oundle Road Widening

This line provides for the construction of an additional lane on the A605 between the village of Alwalton and the Lynchwood Business Park to relieve anticipated congestion. The scheme is estimated to support the creation of an extra 2,000 jobs.

13.12. A1260 Nene Parkway Junction 15

This provides funding for a scheme to unlock congestion at a pinch-point roundabout on the West of Peterborough's urban area.

13.13. A1260 Nene Parkway Junctions 32-3

This line funds a package of improvements to reduce congestion and enable growth at the main South-Western access route to Peterborough.

13.14. Coldhams Lane Roundabout Improvements

This funds improvements at this junction in Cambridge to provide a safer and more pleasant environment for pedestrians and cyclists.

13.15. Digital Connectivity Infrastructure Programme

This supports growth and inclusion by delivering wider broadband connectivity, better mobile coverage, and helping introduce new developments such as 5G.

13.16. Ely Area Capacity Enhancements

This is the Combined Authority's contribution to Network Rail's project to address capacity constraints at this crucial junction on the region's rail network, enabling significant growth, more freight diversion from the road network, and better journeys for residents across the Cambridgeshire and Peterborough area.

13.17. Fengate Access Studies

This funds study work to enable significant growth and job creation on Peterborough's Eastern edge.

13.18. Highways Maintenance

This is funding from national government for road maintenance which the Combined Authority passes to the two highways authorities to support their work.

13.19. M11 Junction 8

This is the Combined Authority's contribution to a joint project with Essex County Council aimed at improving capacity at this important junction that gives access to Stansted Airport.

13.20. March Junction Improvements

A package of measures to improve traffic flow and enable growth in March is being studied. This line provides funding for that work.

13.21. St Neots Masterplan Capital

The St Neots market town masterplan proposed a new cycle bridge for the town which this line funds.

13.22. Wisbech Access Strategy

This is the funding for the first phase of a package of improvements to key road junctions in Wisbech.

14. HOUSING DIRECTORATE

14.1. In 2017, the Combined Authority successfully negotiated £170 million from Government for delivery of an ambitious housing programme providing 2,500 new affordable homes by March 2022.

14.2. Within this programme, £100 million is available to be used across the Combined Authority area to deliver 2,000 affordable homes and £70 million is available to Cambridge City Council to deliver 500 new council homes.

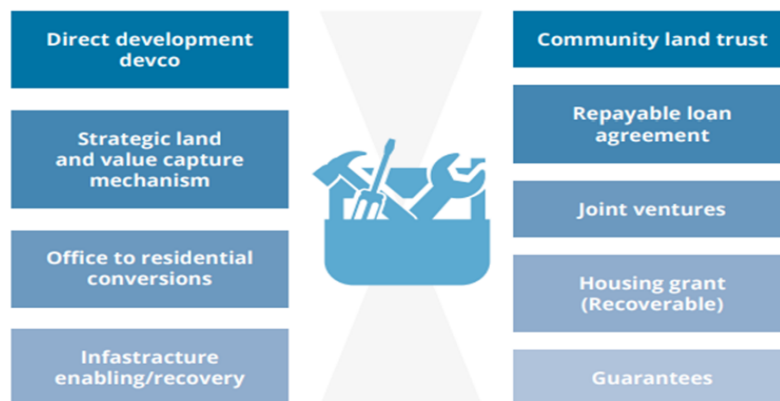
14.3. The Housing and Development Team at the Combined Authority is working with officers in all partner local authorities (via the Cambridgeshire and Peterborough Housing Board) to identify new schemes to come forward for support from the Affordable Housing Programme. The Team is also building relationships with landowners, developers and housing providers to seek opportunities to influence, enable and accelerate delivery of new affordable housing across the Combined Authority area.

14.4. The Combined Authority Housing Strategy was approved by the Board in September 2018 and included three core objectives as illustrated in the diagram below:



14.5. The Housing Strategy also approved a flexible, multi-toolkit approach as the most effective way of accelerating affordable housing delivery. The use of grant as a tool to help unlock sites and deliver additional affordable housing is one of these tools:

A flexible multi-toolkit approach



14.6. Of the £170M funding, £70M has been allocated to grant funding provision of 500 affordable housing units within Cambridge City. The remaining £100M is intended to deliver a further 2,000 affordable housing units. £60M of this is allocated to grant funding outside of Cambridge City, and the remaining £40M is allocated to the flexible multi-toolkit to accelerate delivery of housing through other initiatives such as loan agreements and direct delivery.

14.7. **Wisbech Garden Town**

Progress on this project is pending confirmation and timing for the delivery of the A47 improvement works. Those works will act as the trigger to progress to the next stage of this project.

14.8. **Cambridge City Housing Programme**

This element of the programme is implemented directly by Cambridge City Council's Housing team with funding from the Combined Authority. The target is to deliver 500 affordable homes by March 2022.

Cambridge City Council is forecasting a total spend of £120 million on its housing programme, comprising £70 million grant via the Combined Authority plus £50 million City Council resources including Right to Buy receipts and HRA funding. This figure is set to rise to £136 million with the inclusion of a new scheme at Campkin Road.

In June 2019 there were 134 starts on site which represents 26.8% of the delivery target against a 20% spend of the available funding.

14.9. **Affordable Housing Grant Programme**

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.

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.

14.10. Housing Investment Fund – Contracted

On the 26th September 2018 the Combined Authority Board approved a flexible multi toolkit housing strategy to provide a selection of tools and a flexible approach in which housing delivery can be achieved and accelerated.

The strategy included the provision of a £40m rolling fund from within the £100m housing programme to be used for a strategic investment toolkit to enable opportunities to deliver housing over and above solely issuing traditional grant. The toolkit includes initiatives such as repayable loan agreements, land value capture, recoverable housing grant, equity investment, and direct delivery.

15. LEGAL IMPLICATIONS

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

16. SIGNIFICANT IMPLICATIONS

The budget, MTFP and capital programme form the CPCA's financial planning for delivery of projects and programmes over the next 4 years. Therefore, it will have significant implications for the community of the area and beyond.

17. APPENDICES

Appendix 1 – Draft 2020/21 Revenue Budget and Medium Term Financial Plan

Appendix 2 – Draft 2020/21 Capital Budget and Medium Term Financial Plan

Appendix 3 – Draft Leveraged Future Schemes

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

Draft 2020/21 Revenue Budget and Medium Term Financial Plan – Mayor's Office

Report Section	2019/20 MTFP		2020/21	2021/22	2022/23	2023/24
Reference	£000's		£000's	£000's	£000's	£000's
	85.0	Mayor's Allowance	85.0	95.6	97.5	99.5
	25.0	Mayor's Office Expenses	40.0	40.0	40.0	40.0
	52.4	Mayor's Office Accommodation	77.4	77.4	77.4	77.4
	217.5	Mayor's Office Staff	254.4	259.5	264.7	270.0
5.4	379.9	Total Mayor's Costs	456.8	472.5	479.6	486.9
	379.9	Total Mayor's Approved Budgets	456.8	472.5	479.6	486.9

Draft 2020/21 Revenue Budget and Medium Term Financial Plan – Corporate Services

Report Section Reference	2019/20 MTFP £000's		2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's
6.2		Combined Authority Staffing Costs (inc NI & Pensioner)				
	269.0	Chief Executive	274.2	306.4	312.5	318.8
		Housing Directorate				
	362.0	Housing	379.5	387.1	394.8	402.7
		Business and Skills Directorate				
	746.8	Business and Skills	827.7	844.2	861.1	878.3
	153.8	Growth Hub	146.8	149.7	152.7	155.8
	384.5	Energy	404.6	412.7	-	-
	50.0	Energy - RCEF Staffing	-	-	-	-
	320.1	AEB	242.5	247.4	252.3	257.3
		Delivery & Strategy Directorate				
	1,217.6	Delivery & Strategy	1132.1	1154.7	1177.8	1201.4
		Corporate Services Directorate				
	614.3	Legal and Governance	503.8	583.2	594.9	606.8
	515.1	Finance	454.1	463.2	472.4	481.9
	98.4	HR	105.6	107.7	109.9	112.1
	180.5	Communications	231.1	235.7	240.4	245.2
	4,912.1	Total Combined Authority Staffing Costs	4,702.0	4,892.0	4,568.9	4,660.3
		Other Employee Costs				
	100.0	Travel	100.0	100.0	100.0	100.0
	10.0	Apprenticeship Levy	17.9	18.7	17.4	17.8
	100.0	Conferences, Seminars & Training	100.0	100.0	100.0	100.0
	210.0	Total Other Employee Costs	217.9	218.7	217.4	217.8
6.3		Externally Commissioned Support Services				
	200.0	External Legal Counsel	200.0	150.0	100.0	100.0
	90.0	Finance Service	91.0	92.0	93.0	94.0
	90.0	Democratic Services	90.0	90.0	90.0	90.0
	10.0	Payroll	8.0	8.0	8.0	8.0
	25.0	HR	25.0	25.0	25.0	25.0
	25.0	Procurement	25.0	25.0	25.0	25.0
	15.0	Finance System	-	-	-	-
	50.0	ICT external support	50.0	50.0	50.0	50.0
	505.0	Total Externally Commissioned Support Services	489.0	440.0	391.0	392.0
6.4		Corporate Overheads				
	339.2	Accommodation Costs	340.0	340.0	340.0	340.0
	20.0	Software Licences, Mobile Phones cost	20.0	20.0	20.0	20.0
	50.0	Communications	40.0	40.0	40.0	40.0
	29.5	Website Development	10.0	10.0	10.0	10.0
	160.0	Recruitment Costs	-	-	-	-
	30.0	Insurance	30.0	30.0	30.0	30.0
	85.0	Audit Costs	85.0	85.0	85.0	85.0
	25.0	Office running costs	25.0	25.0	25.0	25.0
	10.0	Corporate Subscriptions	10.0	10.0	10.0	10.0
	748.7	Total Corporate Overheads	560.0	560.0	560.0	560.0
6.5		Governance Costs				
	185.0	Committee/Business Board Allowances	144.0	144.0	144.0	144.0
	20.0	Miscellaneous	20.0	20.0	20.0	20.0
	205.0	Total Governance Costs	164.0	164.0	164.0	164.0
6.6		Election Costs				
	260.0	Total Election Costs	-	1,040.0	-	-
6.7		Capacity Funding				
	125.0	Total Capacity Funding	125.0	125.0	125.0	125.0
6.8		Financing Costs				
	(1,480.0)	Interest Receivable on Investments	(1,020.0)	(762.4)	(400.0)	
	-	Interest on Borrowing	2,555.2	2,555.2	2,555.2	2,555.2
	(1,480.0)	Net Financing Costs	1535.2	1792.8	2155.2	2555.2
	5,485.8	Total Operational Budget	7,793.1	9,232.5	8,181.6	8,674.3
		Feasibility Budgets				
6.9.1	-	Contribution to A14 Upgrade (DfT)	61.2	61.2	183.6	183.6
6.9.2	445.4	Non-Transport Feasibility (unallocated)	749.6	917.0	1000.0	1000.0
	445.4	Total Feasibility Budget	810.8	978.2	1,183.6	1,183.6
6.2		Recharges to Grant Funded Projects				
	-	Directly Grant Funded Staff	(1,472.4)	(1,501.9)	(1,531.9)	(1,562.5)
	-	Directly Grant Funded Overheads	(248.9)	(253.9)	(259.0)	(264.2)
	-	Total Recharges to Grant Funded Projects	(1,721.3)	(1,755.7)	(1,790.9)	(1,826.7)
	5,931.2	Total Corporate Services Approved Budgets	6,882.6	8,455.0	7,574.3	8,031.2

Draft 2020/21 Revenue Budget and Medium Term Financial Plan – Business and Skills

Report Section	2019/20 MTFP		2020/21	2021/22	2022/23	2023/24
Reference	£000's		£000's	£000's	£000's	£000's
7.2	6,858.6	AEB Devolution Programme	10,948.9	10,948.9	10,948.9	10,948.9
7.2	115.4	AEB Programme Costs	564.1	564.1	564.1	564.1
7.3	94.2	Careers and Enterprise Company (CEC)	80.5	-	-	-
7.4	615.4	Energy Hub	697.8	-	-	-
7.5	90.9	EU Exit Funding	181.8	-	-	-
7.5	63.0	Growth Company Development	-	-	-	-
7.5	92.2	Growth Hub	246.0	246.0	246.0	246.0
	110.0	HAT Work Readiness Programme	-	-	-	-
7.6	1,500.0	Health and Care Sector Work Academy	1,100.0	1,300.0	-	-
	400.0	LEP Capacity Funding	-	-	-	-
7.7	200.0	LIS Implementation	220.0	200.0	200.0	200.0
7.8	-	Local Growth Fund Costs	480.0	480.0	480.0	480.0
7.9	353.0	Market Town Implementation of Strategies	200.0	200.0	200.0	200.0
7.10	-	Marketing	20.0	20.0	20.0	20.0
7.11	1,052.5	Rural Community Energy Fund (RCEF)	1,713.2	314.4	-	-
	75.0	Skills Advisory Panel (SAP) (DfE)	-	-	-	-
7.12		Skills Brokerage				
	250.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	98.0	-	-	-
7.13	150.0	Skills Strategy Implementation	150.0	150.0	150.0	150.0
7.14	18.9	St Neots Masterplan	167.0	83.0	-	-
7.15	100.0	Trade and Investment Programme	100.0	-	-	-
7.16	-	EZ Funded Growth Company Contribution	230.0	279.0	418.0	-
	235.0	University of Peterborough	-	-	-	-
	12,374.1	Total Business & Skills Approved Budgets	17,099.3	14,785.4	13,227.0	12,809.0
	-	Total Business & Skills Subject to Approval	98.0	-	-	-
	12,374.1	Total Business & Skills Revenue Expenditure	17,197.3	14,785.4	13,227.0	12,809.0

Draft 2020/21 Revenue Budget and Medium Term Financial Plan – Delivery and Strategy

Report Section Reference	2019/20 MTFP £000's		2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's
		A14 Revenue Feasibility				
	150.0	Approved Project Costs	-	-	-	-
8.2		Bus Review Implementation				
	800.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	1,200.0	-	-	-
8.3		CAM Metro				
	1,907.0	Approved Project Costs	965.0	-	-	-
8.4		Cambridge South				
	100.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	1,500.0	-	-	-
8.5		Climate Change				
		Approved Project Costs	125.0	-	-	-
8.6		Huntingdon 3rd River Crossing				
	300.0	Approved Project Costs	96.5	-	-	-
		Land Commission				
	105.0	Approved Project Costs	-	-	-	-
8.7		Local Transport Plan				
	376.7	Approved Project Costs	-	-	-	-
	-	Subject to Approval	-	100.0	-	-
8.8		Monitoring and Evaluation Framework				
	163.0	Approved Project Costs	168.7	150.0	34.0	-
	-	Subject to Approval	-	-	36.0	70.0
8.9		Public Service Reform				
	100.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	75.0	-	-	-
8.10		Schemes and Studies				
	100.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	100.0	-	-	-
8.11		Strategic Planning				
	130.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	144.9	100.0	100.0	-
8.12		Sustainable Travel				
	150.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	150.0	-	-	-
8.13		Transport Levy CCC				
	8,738.0	Approved Project Costs	8,912.8	9,091.1	9,272.9	9,458.4
8.13		Transport Levy PCC				
	3,631.0	Approved Project Costs	3,703.6	3,777.7	3,853.3	3,930.4
	16,750.7	Total Delivery & Strategy Approved Projects	13,971.6	13,018.8	13,160.2	13,388.8
	-	Total Delivery & Strategy Projects Subject to Approval	3,169.9	200.0	136.0	70.0
	16,750.7	Total Delivery & Strategy Revenue Expenditure	17,141.5	13,218.8	13,296.2	13,458.8

Draft 2020/21 Revenue Budget and Medium Term Financial Plan – Housing

Report Section Reference	2019/20 MTFP £000's		2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's
	90.9	War Veterans Homelessness Support Grant	-	-	-	
9.1/9.2	166.6	CLT / £100k Housing	83.4	-	-	
9.3	700.0	Garden Villages	-	-	-	
	957.5	Total Housing Approved Budgets	83.4	0.0	0.0	0.0

Draft 2020/21 Capital Budget and Medium Term Financial Plan – Business and Skills

Report Section Reference	2019/20 MTFP £000's		2020/21 £,000	2021/22 £,000	2022/23 £,000	2023/24 £,000
12.1.1		University of Peterborough - Business Case/Phase 1				
	1,515.00	Approved Project Costs	11,150.0	-	-	-
12.2.1		Capital Growth Grant Scheme Pilot				
	-	Approved Project Costs	3,000.0	-	-	-
12.2.2		Eastern Agritech Initiative				
	3,690.0	Approved Project Costs	2,189.0	-	-	-
12.2.3		Future Pipeline Projects				
	8,528.0	Approved Project Costs	38,313.1	-	-	-
		Haverhill Epicentre (Loan)				
	1,350.0	Approved Project Costs	1,350.0	-	-	-
12.2.4		Illumina Accelerator (Loan)				
	1,000.0	Approved Project Costs	2,000.0	-	-	-
		Imet Phase 3				
	300.0	Approved Project Costs	-	-	-	-
		In_Collusion (Digital Sector Skills)				
	20.0	Approved Project Costs	-	-	-	-
12.2.5		Lancaster Way Phase 2				
	150.0	Approved Project Costs	713.5	-	-	-
		Living Cell				
	1,350.0	Approved Project Costs	-	-	-	-
12.1.2		Market Town Master Plan Pump Priming				
	500.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	3,500.0	1,000.0	-	-
		Revenue Recharge to Growth Funds				
	500.0	Approved Project Costs	-	-	-	-
12.2.6		Sci-Tech Container Village (Loan)				
	-	Approved Project Costs	697.0	-	-	-
12.2.7		Small Grants Programme				
	100.0	Approved Project Costs	100.0	-	-	-
		Teraview Cambridge (Loan)				
	120.0	Approved Project Costs	-	-	-	-
12.2.8		Ascendal New Technology Accelerator (Equity)				
	465.0	Approved Project Costs	500.0	-	-	-
12.2.9		Hauxton House Redevelopment (Grant)				
	292.0	Approved Project Costs	-	-	-	-
12.2.9		Hauxton House Redevelopment (Loan)				
	146.0	Approved Project Costs	-	-	-	-
12.2.10		NIAB - Agri-Tech Start Up Incubator (Grant)				
	300.0	Approved Project Costs	2,000.0	-	-	-
12.2.11		NIAB - Hasse Fend (Grant)				
	295.0	Approved Project Costs	300.0	-	-	-
12.2.12		TWI - Innovation Ecosystem (Grant)				
	-	Approved Project Costs	1,230.0	-	-	-
12.2.13		The Growth Serevice Company (Equity)				
	5,407.0	Approved Project Costs	-	-	-	-
		Use of Loan Receipts Received - Recycle				
	33.0	Subject to Approval	-	-	-	-
	26,028.0	Total Approved Business and Skills Capital Projects	63,542.6	-	-	-
	33.0	Total Business and Skills Project Costs Subject to Approval	3,500.0	1,000.0	-	-
	26,061.0	Total Business and Skills Capital Projects	67,042.6	1,000.0	-	-

Draft 2020/21 Capital Budget and Medium Term Financial Plan – Delivery and Strategy

Report Section Reference	2019/20 MTFP £,000		2020/21 £,000	2021/22 £,000	2022/23 £,000	2023/24 £,000
13.1		A10 Dualling				
	250.0	Approved Project Costs	250.0	-	-	-
13.2		A47 Dualling				
	410.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	218.5	218.5	576.7	720.9
13.3		King's Dyke				
	3,280.0	Approved Project Costs	5,922.9	9,087.0	-	-
		A47 Junction 18 Improvements				
	3,850.0	Approved Project Costs	-	-	-	-
13.4		Cambridge South Station				
	750.0	Subject to Approval	750.0	7,000.0	8,000.0	-
13.5		Regeneration of Fenland Railway Stations				
	1,000.0	Approved Project Costs	1,500.0	-	-	-
	-	Subject to Approval	874.0	5,559.0	-	-
13.6		Soham Station				
	1,950.0	Approved Project Costs	6,000.0	13,103.5	896.8	-
13.7		Wisbech Rail				
	1,480.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	987.6	2,000.0	3,000.0	5,000.0
13.8		A16 Norwood Dualling				
	50.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	400.0	730.0	12,000.0	-
13.9		A141 capacity enhancements				
	1,270.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	500.0	1,000.0	-	-
13.10		A505 Corridor				
	1,000.0	Approved Project Costs	-	-	-	-
13.11		A605 Oundle Rd Widening - Alwalton-Lynch Wood				
	510.0	Approved Project Costs	795.0	-	-	-
13.12		A1260 Nene Parkway Junction 15				
	355.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	224.6	8,000.0	-	-
13.13		A1260 Nene Parkway Junction 32-3				
	320.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	4,530.1	3,500.0	-	-
13.14		Coldhams Lane roundabout improvements				
	530.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	700.0	1,500.0	-	-
13.15		Digital Connectivity Infrastructure Programme				
	840.5	Approved Project Costs	-	-	-	-
	-	Subject to Approval	2,682.0	1,867.5	-	-
13.16		Ely Area Capacity Enhancements				
	3,320.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	4,141.4	-	-	-
13.17		Fengate Access Study - Eastern Industries Access - Phase 1				
	430.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	1,000.0	4,890.0	-	-
13.17		Fengate Access Study - Eastern Industries Access - Phase 2				
	100.0	Approved Project Costs	100.0	-	-	-
	-	Subject to Approval	120.0	700.0	1,280.0	-
13.18		Highways Maintenance (with PCC and CCC)				
	23,080.0	Approved Project Costs	23,080.0	23,080.0	23,080.0	23,080.0
13.19		M11 Junction 8				
	-	Subject to Approval	1,000.0	-	-	-
13.20		March Junction Improvements				
	1,080.0	Approved Project Costs	112.0	-	-	-
	-	Subject to Approval	3,198.0	1,550.0	-	-
13.21		St Neots Masterplan Capital				
	750.0	Approved Project Costs	-	-	-	-
	-	Subject to Approval	3,200.0	-	-	-
13.22		Wisbech Access Strategy				
	1,300.0	Approved Project Costs	9,500.0	-	-	-
	-	Subject to Approval	930.0	3,000.0	-	-
		A605 Stanground - Whittlesea				
	2,830.0	Approved Project Costs	-	-	-	-
	49,985.5	Total Delivery and Strategy Approved Capital Projects	47,259.9	45,270.5	23,976.8	23,080.0
	750.0	Total Delivery and Strategy Projects Subject to Approval	25,456.2	41,515.0	24,856.7	5,720.9
	50,735.5	Total Delivery and Strategy Capital Projects	72,716.1	86,785.5	48,833.5	28,800.9

Draft 2020/21 Capital Budget and Medium Term Financial Plan – Housing

Report Section Reference	2019/20 MTFP £,000		2020/21 £,000	2021/22 £,000	2022/23 £,000	2023/24 £,000
14.7		Wisbech Garden Town				
	1,750.0	Approved Project Costs	750.0	750.0	-	-
14.8		Cambridge City Housing Programme				
	20,610.0	Approved Project Costs	27,954.0	7,300.1	-	-
		Subject to Approval				
14.9		Affordable Housing Grant Programme				
	7,000.0	Approved Project Costs	3,941.1	3,429.2	-	-
		Subject to Approval	8,711.8	15,806.8	6,759.6	11,714.31
14.10		Housing Investment Fund - contracted				
	34,180.0	Approved Project Costs	6,739.8	-	-	
		Subject to Approval				
	63,540.0	Total Housing Approved Capital Projects	39,384.9	11,479.3	-	-
	-	Total Housing Project Costs Subject to Approval	8,711.8	15,806.8	6,759.6	11,714.3
	63,540.00	Total Housing Capital Projects	48,096.7	27,286.1	6,759.6	11,714.3

Draft Revenue Leveraged Funded Schemes

	2020/21 £,000	2021/22 £,000	2022/23 £,000	2023/24 £,000	2024/25 £,000	25/26 > 29/30 £,000	Total £,000
Delivery & Strategy							
Cambridge Autonomous Metro	2,866.1	2,806.0	6,716.0	3,910.0	-	-	16,298.1
Total Delivery & Strategy Revenue Leveraged Funded Schemes	2,866.1	2,806.0	6,716.0	3,910.0	-	-	16,298.1

Draft Capital Leveraged Funded Schemes

	2020/21 £,000	2021/22 £,000	2022/23 £,000	2023/24 £,000	2024/25 £,000	25/26 > 29/30 £,000	Total £,000
Business & Skills							
University of Peterborough - Phase 2	-	-	-	30,000.0	-	-	30,000.0
University of Peterborough - Phase 3	-	-	-	-	-	100,000.0	100,000.0
Total Business & Skills Capital Leveraged Funded Schemes	-	-	-	30,000.0	-	100,000.0	130,000.0
Delivery & Strategy							
A10 Upgrade	1,000.0	3,000.0	30,000.0	35,000.0	100,000.0	132,700.0	301,700.0
A47 Duelling Study	-	-	-	-	10,000.0	208,000.0	218,000.0
A505 Corridor	-	1,500.0	5,000.0	241,000.0	-	-	247,500.0
Bus Reform Task Force - Capital	-	5,000.0	10,000.0	20,000.0	-	-	35,000.0
Cambridge Autonomous Metro 1	509.9	6,117.3	2,727.8	924.6	-	-	10,279.6
Cambridge Autonomous Metro 2	10,000.0	40,000.0	-	1,960,000.0	-	-	2,010,000.0
Cambridge South Station	-	10,000.0	50,000.0	-	-	-	60,000.0
Ely Area Capacity Enhancements	600.0	600.0	150,000.0	150,000.0	-	-	301,200.0
Fengate Access Study - Eastern Industries Access - Phase 1	-	2,000.0	2,000.0	4,030.0	-	-	8,030.0
Fengate Access Study - Eastern Industries Access - Phase 2	-	-	-	6,550.0	-	-	6,550.0
Huntingdon Third River Crossing	-	-	-	200,000.0	-	-	200,000.0
Wisbech Rail	1,500.0	1,500.0	30,000.0	30,000.0	-	-	63,000.0
Total Delivery & Strategy Capital Leveraged Funded Schemes	13,609.9	69,717.3	279,727.8	2,647,504.6	110,000.0	340,700.0	3,461,259.6
Grand Total Capital Leveraged Funded Schemes	13,609.9	69,717.3	279,727.8	2,677,504.6	110,000.0	440,700.0	3,591,259.6

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

PUBLISHED FRIDAY 6 DECEMBER 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. £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)
Transport and Infrastructure Committee									
1.	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.	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.
2.	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.
3.	Air Quality Management Areas	Transport and Infrastructure Committee	9 January 2020	Decision	To set out the implications of the statutory Air Quality Management regime for the Combined Authority’s transport activities	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.
4.	Cambridge Autonomous Metro (CAM) Core Outline Business Case – Public Consultation	Transport and Infrastructure Committee	9 January 2020	Decision	To recommend that the Combined Authority Board approve an initial non-statutory public consultation on the CAM Programme Outline Business Case for the core Cambridge city centre tunnelled sections.	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
5.	Cambridge Autonomous Metro	Transport and Infrastructure Committee	9 January 2020	Decision	To request permission to begin work earlier than planned on developing a	Relevant internal and	Paul Raynes, Director of	Mayor James Palmer	It is not anticipated that there will be any documents other than the

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)
	(CAM) – Regional Extensions				brief and tender documents for the Regional Extensions of the CAM with the intention of producing a Strategic Outline Business Case for the Alconbury Regional Extension in particular. Additional funding is required to progress this.	external stakeholders	Delivery and Strategy		report and relevant appendices to be published
6.	Transport Levy and Transport Delegations	Transport and Infrastructure Committee	9 January 2020	Decision	To consider the 2020-21 Transport Levy and Transport Delegations and make recommendations to the Combined Authority Board.	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
7.	Huntingdonshire Transport Strategic Study	Transport and Infrastructure Committee	9 January 2020	Decision	To strategically review the relationship of a number of transport studies in the Huntingdon area and their potential recommendations in relation to solutions for future movement of people and services via road, rail and public transport.	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									
8.	Election of Chair for the meeting	Housing and Communities Committee	13 January 2020	Decision	To elect a chairperson for the duration of the meeting.	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9.	£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	Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
10.	Housing and Communities	Housing and Communities Committee	13 January 2020	Decision	To receive an update on the Committee Terms of	Relevant internal and	Dermot Pearson	Lead Member for Housing	It is not anticipated that there will be any documents other than the

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)
	Committee Terms of Reference – Update				Reference as requested at the previous meeting.	external stakeholders	Interim Monitoring Officer		report and relevant appendices to be published.
Skills Committee									
11.	University of Peterborough – Future Funding Strategies for further phases of the University of Peterborough	Skills Committee	17 January 2020	Decision	To recommend the development of future funding strategies for further phases of the 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.
12.	University of Peterborough Outline Business Case	Skills Committee	17 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
13.	Careers Progression and Work Readiness (Hampton Academies Trust pilot) – Update Paper	Skills Committee	17 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.
14.	Contract Extension for the Skills Brokerage Contract	Skills Committee	17 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.
15.	Business Support Services Promotional Campaign	Skills Committee	17 January 2020	Decision	To approve the planned activities within 2020/2021 Business Support Services Promotional Campaign.	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.
Combined Authority Board									

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)
Governance and Finance Items									
16.	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.
17.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To approve 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.
18.	Membership of the Combined Authority Board and Appointment of the Lead Member for Housing and Chair of the Housing and Communities Committee	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To note changes to the membership of the Combined Authority Board and to appoint the Lead Member for Housing and Chair of the Housing and Communities Committee.	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.
19.	Appointment of Monitoring Officer	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To appoint the Monitoring Officer.	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.
20.	Revenue and Capital Budgets for 2020/21 and the Medium Term Financial Plan for 2020-2024	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 appendices to be published.
21.	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.

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)
22.	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.
23.	Transport Levy and Transport Delegations	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/019	To agree the 2020/21 Transport Levy and Delegations for the forthcoming year.	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.
24.	Risk Management Strategy	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To consider the adoption of a revised Risk Management Strategy.	Audit and Governance Committee	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.
25.	Data Protection Policy	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To consider the adoption of a revised Data Protection Policy.	Audit and Governance Committee	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.
26.	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									
27.	£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	Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
28.	Community Land Trusts and £100k Homes Outline Business Case	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To update the board on the proposition for £100k Homes and Community Land Trusts	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
29.	Market Towns Programme - Approval of Masterplans for Fenland	Cambridgeshire and Peterborough	29 January 2019	Key Decision 2019/068	To approve Market Town Masterplans for Fenland	Relevant internal and external stakeholders	John T Hill, Director of Business & Skills	Mayor James Palmer	It is not anticipated that there will be any documents other than the report and relevant

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			(Wisbech, March, Chatteris and Whittlesey)				appendices to be published
BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD									
Recommendation/s from the Transport and Infrastructure Committee									
30.	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
31.	Cambridge Autonomous Metro (CAM) Core Outline Business Case – Public Consultation	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To seek approval to undertake an initial non-statutory public consultation on the CAM Programme Outline Business Case for the core Cambridge city centre tunnelled sections.	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									
32.	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
Recommendation/s from the Business Board									
33.	Business Board Membership Update	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Decision	To update the CA Board on Business Board membership, including member composition and representation.	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

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)
34.	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
35.	For approval as Accountable Body: Local Growth Fund Programme Management: January 2020	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/020	To review the Local Growth Fund Budget and amend as necessary.	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.	Eastern Agri-Tech Growth Initiative funding review	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/016	To approve a reduction in the Local Growth Fund allocated to the Eastern Agri-Tech Growth Initiative scheme of £3.5m.	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.	Small Business Capital Grant scheme funding allocation	Cambridgeshire and Peterborough Combined Authority Board	29 January 2020	Key Decision 2020/017	To approve allocation from the recycled Local Growth Fund of £9m to the Small Business Capital Grant scheme.	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	Relevant internal and external stakeholders

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Combined Authority Board Governance and Finance Items									
38.	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.
39.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	26 February 2020 <i>[Reserve meeting date]</i>	Decision	To approve 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.
40.	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									
41.	£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	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									
42.	Adult Education Budget Allocations for Academic Year 2020/21	Skills Committee	9 March 2019	Key Decision 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.
43.	University of Peterborough – Full Business Case	Skills Committee	9 March 2020	Decision	To recommend the full 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

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)
									appendices to be published
44.	Adult Education Budget - Data to Payments System Business Case	Skills Committee	9 March 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.
45.	Adult Education Budget Commissioning Strategy 2020/21 and Redistribution System	Skills Committee	9 March 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	
Combined Authority Board Governance and Finance Items									
46.	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.
47.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Decision	To approve 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.
48.	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.
49.	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.

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Combined Authority Decisions									
50.	£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	Lead member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices.
51.	Market Towns Programme – Approval of Masterplans for Huntingdonshire	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Key Decision 2020/015	To approve Market Town Masterplans for Huntingdonshire (Huntingdon, St Ives and Ramsey)	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.
BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD									
Recommendation/s from the Business Board									
52.	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
53.	For approval as Accountable Body: Local Growth Fund Programme Management: March 2020	Cambridgeshire and Peterborough Combined Authority Board	25 March 2020	Key Decision 2020/021	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, 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
54.	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	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

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								Councillor John Holdich Lead Member for Economic Growth	
55.	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
Recommendations from the Skills Committee									
56.	University of Peterborough – Full Business Case	Skills Committee	25 March 2020	Key Decision 2020/014	To approve the full 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
Housing and Communities Committee									
57.	£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	Lead Member for Housing	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
58.	Housing Market Assessment 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.	Relevant internal and external stakeholders	Roger Thompson, Director of Housing and Development	Lead Member for Housing	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									

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)
59.	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.
60.	Forward Plan	Cambridgeshire and Peterborough Combined Authority Board	29 April 2020 <i>[Reserve meeting date]</i>	Decision	To approve 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.
61.	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.
Combined Authority Board Annual Meeting Governance Items									
62.	Minutes of the meeting on 29 April 2020	Cambridgeshire and Peterborough Combined Authority Board	3 June 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.
63.	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	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.
64.	Budget Monitor Update	Cambridgeshire and Peterborough Combined Authority Board	3 June 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.
Combined Authority Decisions									
65.	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.

**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: 10
Date: 16 December 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.	
	Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board.	
	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

Overview and Scrutiny Work Programme 2019/2020

27 January 2020, East Cambs District Council	Minutes Committee to approve the minutes for accuracy from the last meeting.	
	Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board.	
	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.	
	Responses to O & S Questions to CA Board	

Overview and Scrutiny Work Programme 2019/2020

	Committee to receive responses by the Combined Authority Board.	
	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.	
	Housing Programme Discussion	
	Trading Companies	
	Business Board Chair Requested at Chair's briefing on 8 November	February or March 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.	
	Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board.	

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.	
	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 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.	
	Responses to O & S Questions to CA Board Committee to receive responses by the Combined Authority Board.	
	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.	

Overview and Scrutiny Work Programme 2019/2020

	Review of O&S Work To analyse and review what has gone well, what needs improvement for following year.	
	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	

