



Item

Cambridgeshire and Peterborough Combined Authority - Update

To:

Councillor Lewis Herbert, Leader and Executive Councillor for Strategy and External Partnerships

Strategy & Resources Scrutiny Committee 7 October 2019

Report by:

Antoinette Jackson, Chief Executive

Tel: 01223 457001 Email: antoinette.jackson@cambridge.gov.uk

Wards affected:

Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Not a Key Decision

1. Executive Summary

- 1.1 This report provides an update on the activities of the Cambridgeshire and Peterborough Combined Authority (CPCA) since the 1 July 2019 meeting of Strategy & Resources Scrutiny Committee.

2. Recommendations

- 2.1 The Executive Councillor is recommended:

To provide an update on issues considered at the meetings of the Combined Authority held on 31 July and 25 September 2019.

3. Background

- 3.1 Meetings of the Cambridgeshire and Peterborough Combined Authority were held on 31 July and 25 September 2019. The decision sheets from the meetings are attached as appendices for the committee's consideration.

4. Local Industrial Strategy

- 4.1 The Combined Authority has agreed its Local Industrial Strategy (LIS) with government. A link to the full document is [here](#). A summary of the key objectives is attached at Appendix C.
- 4.2 The Cambridgeshire and Peterborough Local Industrial Strategy sets out the Combined Authority's economic objectives and details the actions that will contribute to delivering those objectives. Officers convened by the Greater Cambridge Partnership are working on a Greater Cambridge Economic Action Plan which will serve as an implementation plan for the LIS in Greater Cambridge (and an economic development strategy for South Cambridgeshire DC), going into further detail as to which body is contributing which actions to facilitating further economic growth in Greater Cambridge specifically. It will include actions drawn from the City Council's Corporate Plan. This Greater Cambridge Economic Action Plan document will be shared with members of this scrutiny committee once it is completed.

5. Combined Authority Review of governance

- 5.1 Following a review of the Combined Authority's governance arrangements (see appendix D), the following changes are proposed:
- (a) To strengthen the role of the existing three executive committees by delegating more powers to them, with the Combined Authority Board retaining a strategic role.

The three committees are

- Transport and Infrastructure Committee
- Skills Committee
- Housing and Communities Committee

- (b) The Board will retain control of the strategic framework, business plan and budget but will give authority to the committees to make all decisions within that agreed framework.

- (c) The executive committees will each have eight members to include the Mayor or his nominee, and one member from each of the seven constituent councils.
- (d) The Combined Authority Board Member for each council can nominate other members from their council to sit on the committees which will help alleviate workload pressures on the Board Member of constituent councils.
- (e) Co-opted Members of the Combined Authority Board will be given an open invitation to all three executive committees to enable them to attend for items of interest.

The Leader of the Council (as this Council's Combined Authority Board Member) will decide who he wishes to nominate to represent the council at each committee and notify the Combined Authority's Monitoring Officer. A substitute member for each nomination will also be required. The Leader can change these appointments in year by notifying the Combined Authority's Monitoring Officer. Members of this scrutiny committee will be notified of the appointments (when made) for information.

6. Implications

- (a) **Financial Implications**
- (b) **Staffing Implications**
- (c) **Environmental Implications**
- (d) **Procurement**
- (e) **Community Safety**

There are no implications from this update report in relation to any of the categories listed above

- (f) **Equality and Poverty Implications**

An EqlA has not been produced as there are no direct equality and poverty implications from this update report.

- (g) **Consultation and communication**

The Combined Authority will continue to issue communications about its activities and consult on its work.

6. Background papers

6.1 The background papers used in the preparation of this report are listed in the appendices below.

Local Industrial Strategy:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/818886/Cambridge_SINGLE_PAGE.pdf

7. Appendices

Appendix A Decision sheet for CPCA meeting 31.07.19

Appendix B Decision sheet for CPCA meeting 25.09.19 (to follow)

Appendix C Summary of Local Industrial Strategy objectives

Appendix D Extract from the Constitution (Report on Governance to Combined Authority Board 25.09.19) Full report is at agenda item 1.7 and can be accessed here

<https://cambridgeshirepeterboroughcagov.cmis.uk.com/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/847/Committee/63/SelectedTab/Documents/Default.aspx>

8. Inspection of papers

To inspect the background papers or if you have a query on the report, please contact Antoinette Jackson, Chief Executive. Tel: 01223 457001, email: antoinette.jackson@cambridge.gov.uk.



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY

Decision Statement

Meeting: Wednesday 25th September 2019

Published: Monday 30th September 2019

Decision review deadline: Monday 7th October 2019

Each decision set out below will come into force, and may then be implemented at 5.00pm on the fifth full working day after the publication date, unless it is subject of a decision review. [see note on call in below].

Item	Topic	Decision
Part 1 – Governance Items		
1.1	Announcements, Apologies and Declarations of Interest	<p>Apologies were received from Councillor J Ablewhite, Police and Crime Commissioner, substituted by Councillor Ray Bisby, Deputy Police and Crime Commissioner.</p> <p>No declarations of interest were made.</p>
1.2	Minutes – 31 st July 2019	The minutes of the meeting on 31st July 2019 were confirmed as an accurate record and signed by the Mayor.
1.3	Petitions	None received.

1.4	Public Questions	None received.
1.5	Forward Plan – September 2019	It was resolved to note the Forward Plan.
1.6	Annual Report of the Chair of Audit and Governance 2018-19	It was resolved to: Note the Annual Report of the Chair of Audit and Governance Committee for 2018/19 (Appendix 1) and provide feedback to the Committee.
1.7	Governance (Decision Making) Review	It was resolved to: a) Agree the amendments to the Constitution set out at Appendix 2, subject to the following wording being substituted for paragraph 6.3 in Chapters 8 (Transport & Infrastructure Committee), 9 (Skills Committee) and 10 (Housing & Communities Committee): 6.3 The Combined Authority Board shall appoint the committee and substitute members. With the exception of the Chair, Board members may nominate another member from their constituent council to be a member of the committee in their place. The Board member shall also nominate a named substitute member. Nominations are in consultation with the Mayor and subject to approval by the Board. In principle, neither the Mayor nor the Board will seek to exercise their voting rights to veto or vote against the appointment of constituent council members to executive committees. See also Chapter 11, paragraph 2 of the procedure rules of executive committees and Chapter 4 paragraph 4.4. b) Agree that the amendments should take effect from 1 November 2019 c) Agree the size, membership and terms of reference of the Executive Committees set out in Appendix 2 d) Agree the revised calendar of meetings for 2019/20 at Appendix 3

1.8	Quarterly Performance Monitoring Report	It was resolved to: Note the September Delivery Dashboard
Part 2 – Finance		
2.1	2019-20 Budget & Medium Term Financial Plan 2019-2023	It was resolved to: a) Approve the revised revenue budget for 2019/20 and Medium-Term Financial Plan 2019 to 2023 b) Approve the revised capital programme 2019 to 2022
2.2	Business Plan 2019-20 Mid-Year Update	It was resolved to: Approve the 2019-20 Business Plan mid-year update
Part 3 - Combined Authority Matters		
3.1	£100m Affordable Housing Programme - Scheme Approvals – Whaddon Road, Meldreth, South Cambridgeshire (Settle).	It was resolved to: a) Delegate approval of a grant of £215,000 from the £100m Affordable Housing programme to enable delivery of five new affordable homes at Whaddon Road, Meldreth, South Cambridgeshire to the Housing and Communities Committee.
3.2	Soham Rail Station – Detailed Design & Construction	It was resolved to: a) Approval to commence detailed design and construction of the Soham Rail Station Phase 1 project by authorising Network Rail (NR) to proceed into GRIP (Governance for Railway Investment Projects) 4 to 8. b) Agree in principle the Implementation Agreement for the development and delivery of the single platform for Soham station (Phase 1), and delegate authority to the Monitoring Officer and Chief Finance Officer, in consultation with the Chair of the Transport Committee to approve this document once finalised.

		<p>c) Approve additional budget of £18,636,899 with a potential termination clause liability of up to a maximum of 10%.</p> <p>d) Mandate continued discussions with Network Rail, Department for Transport, and the Freight Operating Companies for provision of a second track (Ely to Soham) and the development of the second platform at Soham station.</p>
3.3	Public Transport to Serve Alconbury	<p>It was resolved to:</p> <p>Approve the removal of the project titled Alconbury Station from the Key Projects list and to include public transport to serve Alconbury within the scope of the CAM Key Project.</p>
3.4	Bus Reform Taskforce – Budget Drawdown	<p>It was resolved to:</p> <p>Approve the next drawdown of £400,000 from the 2019/20 budget for the Bus Reform Task force.</p>
3.5	European Union Exit Capability Programme Report	<p>It was resolved to:</p> <p>a) Approve the schemes to provide support to businesses for the Brexit Basics import and export documentation and associated challenges workshops; and the retention and recruitment of EU workers programmes of support:</p> <p>b) Delegate authority to Chief Executive and Chief Finance Officer, in consultation with the Lead Member for Economic Growth, to confirm the approved tender(s) and award contracts.</p>

By Recommendation to the Combined Authority

Part 4 – Business Board Recommendations to the Combined Authority

4.1	For approval as Accountable Body – Local Growth Fund Project Proposals September 2019	The report was withdrawn.
4.2	For Approval as Accountable Body – Local Growth Fund Update	It was resolved to: a) Note the programme updates outlined in the report to the Business Board dated 23 September 2019.
4.3	Greater South East Energy Hub	It was resolved to: a) Agree that the Energy Hub is transferred to a new Accountable Body which will be decided by the Hub Board; b) Agree to the establishment of the Greater South East Energy Hub Board in line with the Terms of Reference included in this report, and authorise the Director of Business & Skills, in consultation with the Lead Member for Economic Growth, Chief Finance Officer and Monitoring Officer, to make minor amendments to terms of reference as required in their finalisation; c) Agree to delegate authority to the Energy Hub Board for the use of the Local Energy Capacity Support Grant and Rural Community Energy Fund where the decisions do not impact Cambridgeshire and Peterborough Combined Authority staffing arrangements; and d) Note the draft Accountable Body Agreement and authorise the Section 73 Officer to make minor amendments and finalise the agreement.

4.4	Strategic Partnership Agreements	<p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the first five Strategic Partnership Agreements for Rutland County Council, West Suffolk Council, Kings Lynn and West Norfolk Council, New Anglia LEP and South East LEP; and b) Approve the development of a LEP partnering strategy (to cover other contiguous and strategically important LEPs) once the remaining Strategic Partnership Agreements have been completed.
Part 5 - Date of next meeting		
5.1		Wednesday 30 October 2019: Council Chamber, Town Hall, Peterborough.

Notes:

- (a) Statements in bold type indicate additional resolutions made at the meeting.
- (b) Five Members of the Overview and Scrutiny Committee may call-in a key decision of the Mayor, the Combined Authority Board or an Officer for scrutiny by notifying the Monitoring Officer.

For more information contact: Richenda Greenhill at Richenda.Greenhill@cambridgeshire.gov.uk or on 01223 699171.

Chapter 11 - Procedure rules of Executive Committee meetings

1. Access to meetings

- 1.1. The Transparency Rules, Forward Plan and Key Decisions apply to all committees, sub-committees and joint committees. . Chapter 6 - Transparency Rules, Forward Plan and Key Decisions**
~~Chapter 6 - Transparency Rules, Forward Plan and Key Decisions.~~

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2. Membership

- 2.1. The membership of committees is set out in its terms of reference.**
- 2.2. If a member fails throughout a period of six consecutive months from the date of their last attendance to attend any meeting of the committee, then, subject to certain exceptions, they cease to be a member of the committee.**
- 2.3. A person will cease to be a member or a substitute member of an Executive Committee if they cease to be a Member of the Constituent Council that nominated or appointed them. The Combined Authority Board Member shall appoint or nominate a replacement as soon as possible.**
- 2.4. A member or substitute member may resign by giving written notice to the Monitoring Officer, and the resignation takes effect on the receipt of the notice.**
- 2.5. The relevant Combined Authority Board Member shall at any time be entitled to terminate the appointment of a member or substitute member nominated by them and replace that member or substitute Member, subject to the approval of the nomination by the Combined Authority Board.**
- 2.6. The Combined Authority Board Member must give written notice of the new nomination and the termination of the previous nomination to the Monitoring Officer. The termination will take effect immediately.**
- 2.7. The Monitoring Officer has delegated authority to accept changes to membership of committees notified by Board members during the municipal year to ensure there is a full complement of members or substitute members at committee meetings. The new appointment shall take effect after the nomination has been approved by the Combined Authority Board Monitoring Officer and shall be reported to the following of the Board for ratification.**

Chapter 11 – Procedure rules of Executive Committee meetings

3. Quorum

- 3.1. No business is to be transacted at a meeting of the Committee unless at least two-thirds of the total number of Members on the Committee are present.**

4. Chair and Vice-Chair

- 4.1. The Combined Authority Board shall appoint the Chair on the recommendation of the Mayor and he/she shall be the lead member for the functions of the committee. The Chair shall be selected from one of the seven constituent council representatives on the committee or the Mayor. No vice-chair shall be appointed. The committee shall appoint a chair for the meeting when the chair is absent.**
- 4.2. Lead members have a strategic role in leading the development of future policy and budget allocations for approval at the Board or the committee. They work directly with officers to give guidance in the development of future policy. A chair shall fulfil this same role and has an additional responsibility of chairing a committee to operate within the agreed delegations for matters approved by the Board.**
- ### **5. General Voting**
- 5.1. Each voting Member shall have one vote. There shall be no casting vote. A "Member" includes:**
- (a) the Mayor (or deputy Mayor acting in his/her place) where the Mayor has accepted an appointment on the committee; and**
 - (b) a Constituent Council Member (or his/her nominee) or a Substitute Member acting in that Member's place.**
- 5.2. Except decisions to which special voting arrangements apply, all decisions of the committee shall be decided by a majority of voting members, subject to that majority including the vote of the Mayor, or the Deputy Mayor acting in place of the Mayor.**
- 5.3. If a vote is tied it is deemed not to have been carried.**
- 5.4. If there is a deadlock, the matter shall be referred up to the next meeting of the Combined Authority Board.**

Chapter 11 – Procedure rules of Executive Committee meetings

- 5.5. The proceedings of the committee are not invalidated by any vacancy among its Members or Substitute Members or by any defect in the appointment or qualifications of any Member or Substitute Member.**
- 5.6. If for any reason**
(a) the Mayor is unable to act or the office of Mayor is vacant, and
(b) the deputy Mayor is unable to act or the office of deputy Mayor is vacant, or
(c) the Mayor has decided not to take place on a committee
the other members of the combined authority must act together in place of the Mayor taking decisions by a simple majority.
- 5.7. ~~Any questions that are to be decided by the committee are to be decided by a simple majority of the Members present and voting unless special voting rules apply. If a vote is tied on any matter it is deemed not to have been carried.~~**

Special Voting

- 5.8. Special voting arrangements are set out, Chapter 5 paragraph 16 of the constitution.**
- 5.9. A decision on a question relating to:**
(a) the Transport Plan;
(b) any spending plans or plans for the allocation of transport-related funding;
requires a vote in favour, by at least two-thirds of all Members (or their Substitute Members) appointed by the Constituent Councils to include the Members appointed by Cambridgeshire County Council and Peterborough City Council, or their Substitute Members.

Recorded Votes

- 5.10. A Member may ask immediately after the vote is taken, that their vote is recorded in the minutes of the relevant meeting.**
- 6. Reference up to the Combined Authority Board**
- 6.1. Where a majority of members consider appropriate, a matter on the agenda may be referred for decision by the Combined Authority Board. The report together with the committee's recommendations will be**

Chapter 11 – Procedure rules of Executive Committee meetings

placed on the agenda of the next meeting of the Combined Authority Board for decision.

7. Minutes and Call-In of Committee Decisions

- 7.1. The Monitoring Officer shall publish details of decisions of the committee on the Combined Authority website and to all Members of the Committee, the Board Members and the Overview and Scrutiny Committee. Where the decision is made at a meeting, this shall be no later than the close of business on the third clear working day following the day of the meeting at which the decision was made.**
- 7.2. Three Members of the Board may call-in a decision of the committee by notifying the Monitoring Officer. **The power to call in an executive decision should only be used in exceptional circumstances.** The decision will not be implemented and will be referred to the Combined Authority Board for review and decision.**
- 7.3. On receipt of a call-in request, the Monitoring Officer shall:**
 - (a) notify the Mayor, Members of the Combined Authority Board, Members of the Committee and Members of the Overview and Scrutiny Committee, of the call-in; and**
 - (b) either call a meeting of the Board or refer the matter to the next scheduled Board meeting.**
- 7.4. If a key decision is suspended, it is not available to be called in by the Overview and Scrutiny Committee until the Board has met and reviewed the committee's decision and either confirmed, amended or rescinded the decision.**
- 7.5. The Overview and Scrutiny Committee shall have five days after publication of the committee's decisions to call in a key decision, in accordance with the Overview and Scrutiny Committee's call in arrangements set out in [Chapter 13 - Overview and Scrutiny Committee](#)^(insert link).**

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