

# **ANNUAL COUNCIL MEETING**

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## **AGENDA**

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**18th May 2021**

**Conservation Hall,  
Imperial War Museum,  
Duxford CB22 4QR**

# Cambridgeshire County Council Notice of Meeting

The annual meeting of the County Council will be held in the Conservation Hall, Imperial War Museum, Duxford CB22 4QR on Tuesday 18th May 2021 at 10.30a.m.

## Agenda

### Apologies for Absence

1. Election of Chairman/woman of Council (oral)
2. Election of Vice-Chairman/woman of Council (oral)
3. Report of the Council Returning Officer (pages 4 -11)
4. Minutes – 16th March 2021 (previously circulated)  
[available at [County Council meeting 16/03/2021](#)]
5. Chairman/woman's Announcements (oral)
6. Declarations of Interests (oral)  
[[Guidance for Councillors on declaring interests is available here](#)]
7. Appointment of Honorary Alderman (pages 12 - 13)
8. County Council Constitution (to follow)
9. Committees – Allocation of seats and substitutes to political groups in accordance with the political balance rules (to follow)
10. Appointment of the Chairman/woman and Vice-Chairman/woman of Committees (to follow)  
  
Appointment of the Chairman/woman only  
  
- Health and Wellbeing Board
11. Appointments to Outside Bodies and Annual Report of representation on Outside Bodies 2020-21 (pages 14 - 124)
12. Cambridgeshire and Peterborough Combined Authority: Membership and Other Appointments (pages 125 -129)

13. Approval of Calendar of County Council Meetings (oral)

To approve the following calendar of meetings:

- 20th July 2021
- 12th October 2021
- 14th December 2021
- 8th February 2022
- 11th February 2022 (Provisional)
- 15th March 2022
- 10th May 2022

Dated 10th May 2021

Fiona McMillan  
Monitoring Officer

The venue is not open to the public so for more information about this meeting including attendance, please contact Michelle Rowe at the County Council's Democratic Services on Cambridge (01223) 699180 or by email at: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

## County Returning Officer's Report

I, SUE GRACE, Returning Officer for the Electoral Divisions in the County of Cambridgeshire, DO HEREBY CERTIFY that on the 6th day of MAY 2021, being the day appointed for the election of County Councillors for the County of Cambridgeshire, I caused 61 County Councillors to be elected for 59 Electoral Divisions within the said County and that the names of the persons elected for the Electoral Divisions are set out below.

Electoral Division	Name Of Person Elected	Home Address	Description
Abbey	Alex Bulat	Address in South Cambridgeshire	Labour
Alconbury and Kimbolton	Ian Gardener	5 Haycraft Close Grafham Huntingdon PE28 0GA	Conservative
Arbury	Hilary Cox Condron	Address in Cambridge	Labour
Bar Hill	Edna Murphy	Address in Cambridge	Liberal Democrat
Brampton and Buckden	Ken Billington	14 Cranfield Way Brampton Huntingdon Cambridgeshire PE28 4QZ	Conservative
Burwell	Josh Schumann	6 White Hart Lane Soham Ely CB7 5JQ	Conservative

Electoral Division	Name Of Person Elected	Home Address	Description
Cambourne	Mark Howell	2 Vinter Close Papworth Everard Cambs CB23 3RU	Conservative
Castle	Catherine Rae	36 Church Street Fen Ditton Cambridge CB5 8SU	Labour
Chatteris	Anne Hay	5 Millfield Close Chatteris Cambridgeshire PE16 6SS	Conservative
Cherry Hinton	Bryony Goodliffe	Address in Cambridge	Labour
Chesterton	Gerri Bird	5 Grieve Court Cambridge CB4 1FR	Labour
Cottenham and Willingham	Neil Gough	343 High Street Cottenham Cambridge Cambs CB24 8TX	Liberal Democrat
Duxford	Peter McDonald	4 Maynards Whittlesford Cambridgeshire CB22 4PN	Liberal Democrat
Ely North	Alison Whelan	119 Kings Avenue Ely CB7 4QW	Liberal Democrat
Ely South	Piers Coutts	74 Barton Road Ely Cambridgeshire CB7 4HZ	Liberal Democrat

Electoral Division	Name Of Person Elected	Home Address	Description
Fulbourn	Claire Daunton	Primrose Farm Primrose Farm Road Little Wilbraham Cambridge CB21 5JZ	Liberal Democrat
Gamlingay	Sebastian Kindersley	The Manor Barn East Hatley Gamlingay Cambs SG19 3JA	Liberal Democrat
Godmanchester and Huntingdon South	Graham Wilson	5 Crowhill Godmanchester Cambs PE29 2LP	Liberal Democrat
Hardwick	Michael Atkins	27 Silverdale Avenue Coton Cambridgeshire CB23 7PP	Liberal Democrat
Histon and Impington	Ros Hathorn	76 Cambridge Road Impington Cambridge CB24 9NU	Liberal Democrat
Huntingdon North and Hartford	Jonas King	20 Stoney Close Huntingdon PE29 1PU	Conservative
Huntingdon West	Tom Sanderson	29 Burmoor Close Huntingdon PE29 6GE	Independent
King's Hedges	Elisa Meschini	21 Chambers Drive Cambridge CB4 2GP	Labour

Electoral Division	Name Of Person Elected	Home Address	Description
Linton	Henry Batchelor	2 Victory Row Haverhill Suffolk CB9 7WJ	Liberal Democrats
Littleport	David Ambrose Smith	6 Victoria Street Littleport Ely Cambs CB6 1LX	Conservative
Longstanton Northstowe and Over	Firouz Thompson	21 Bramley Walk Northstowe CB24 1AD	Liberal Democrats
March North and Waldersey (2)	Steve Count	2 Brook Close March PE15 9UR	Conservative
March North and Waldersey (2)	Jan French	321 Wisbech Road March PE15 0BA	Conservative
March South and Rural	John Gowing	134 Elliot Road March PE15 8HF	Conservative
Market	Nick Gay	Address in South Cambridgeshire	Labour
Melbourn and Bassingbourn	Susan van de Ven	95 North End Meldreth Cambs SG8 6NU	Liberal Democrats

Electoral Division	Name Of Person Elected	Home Address	Description
Newnham	Lucy Nethsingha	15 Bulstrode Gardens Cambridge CB3 0EN	Liberal Democrat
Papworth & Swavesey	Mandy Smith	Ridgeleys Farm High Street Fen Drayton Cambs CB24 4SJ	Conservative
Petersfield	Richard Howitt	68 Mawson Road Cambridge CB1 2EA	Labour
Queen Edith's	Alex Beckett	Address in Cambridge	Liberal Democrat
Ramsey and Bury	Adela Costello	3 Church Close Ramsey Forty Foot Huntingdon Cambs PE26 2YJ	Conservative
Roman Bank & Peckover	Simon King	27 North Brink Wisbech PE13 1JR	Conservative
Romsey	Neil Shailer	102 Cromwell Road Cambridge CB1 3EG	Labour
Sawston and Shelford (2)	Brian Milnes	3 Mill Lane Sawston Cambridge CB22 3HY	Liberal Democrat



Electoral Division	Name Of Person Elected	Home Address	Description
Sawston and Shelford (2)	Maria King	Address in South Cambridgeshire	Liberal Democrat
Sawtry & Stilton	Simon Bywater	9 Crabapple Close Sawtry Huntingdon Cambridgeshire PE28 5QG	Conservative
Soham North and Isleham	Mark Goldsack	19 Robins Close Isleham Ely Cambs CB7 5US	Conservative
Soham South and Haddenham	Dan Schumann	2 Walton Close Fordham Ely CB7 5ZS	Conservative
Somersham & Earith	Steve Criswell	23 The Bank Somersham Huntingdon Cambridgeshire PE28 3DJ	Conservative
St Ives North and Wyton	Ryan Fuller	8 Sarah Grace Court New Road St Ives PE27 5DS	Conservative
St Ives South and Needingworth	Kevin Reynolds	17 Virginia Way St Ives PE27 6SQ	Conservative

Electoral Division	Name Of Person Elected	Home Address	Description
St Neots East and Gransden	Stephen Ferguson	9 Anderson Close St Neots PE19 6DN	Independent
St Neots Eynesbury	Simone Taylor	66 Wren Walk Eynesbury St Neots Cambridgeshire PE19 2GE	Independent
St Neots, Priory Park and Little Paxton	Keith Prentice	2 Ushers Court 89 Great North Road St Neots PE19 8EL	Conservative
St Neots The Eatons	Derek Giles	6 Stratford Place Eaton Socon Cambs PE19 8HY	Independent
Sutton	Lorna Dupré	119 High Street Sutton CB6 2NW	Liberal Democrat
The Hemingfords & Fenstanton	Douglas Dew	4 Weir Road Hemingford Grey PE28 9EH	Conservative
Trumpington	Philippa Slatter	Dotterel View 11 Baker Lane Trumpington Cambridge CB2 9DS	Liberal Democrat

Electoral Division	Name Of Person Elected	Home Address	Description
Warboys & The Stukeleys	Steve Corney	306 Uggmere Court Rd Ramsey Heights Huntingdon Cambs PE26 2RJ	Conservative
Waterbeach	Anna Bradnam	10 High Street Milton Cambridge CB24 6AJ	Liberal Democrat
Whittlesey North	Chris Boden	134 Peterborough Road Whittlesey PE7 1PD	Conservative
Whittlesey South	David Connor	3 Appletree Close March PE15 9QU	Conservative
Wisbech East	Samantha Hoy	24 Copperfields Wisbech PE13 2HJ	Conservative
Wisbech West	Steve Tierney	6 Alexandra Road Wisbech PE13 1HQ	Conservative
Woodditton	Alan Sharp	11 High Street Stetchworth Newmarket CB8 9TH	Conservative
Yaxley and Farcet	Mac McGuire	Mercury Hartford Marina Banks End Wyton Huntingdon Cambridgeshire PE28 2AA	Conservative

## Appointment of Honorary Alderman

To: County Council

Date: 18th May 2021

From: Chief Executive

Purpose: To consider nominations for the post of Honorary Alderman.

Recommendation: The Council is asked to confer the title of Honorary Alderman on former County Councillors Ian Bates and Peter Downes.

**Note** in order to confer the title of Honorary Alderman on an individual, not less than two thirds of the voting Members present at the meeting of the Council will need to vote in favour of the nomination

Officer contact:

Name: Michelle Rowe

Post: Democratic Services Manager

Email: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

Tel: 01223 699180

## 1.0 Background

- 1.1 A County, District or Unitary Council may, by a resolution passed by not less than two thirds of the voting Members present at a meeting of the Council, confer the title of Honorary Alderman on an individual who, in the opinion of the Council has rendered eminent service to the Council as a former Councillor.
- 1.2 At the meeting on 15th July 1997 the Council resolved to create the post of Honorary Alderman of Cambridgeshire County Council. It was agreed that former County Councillors who had served as members of the Council for a period of at least twenty years would be eligible for consideration as potential Honorary Alderman.
- 1.3 The title Honorary Alderman does not confer any special powers on the person but is intended to acknowledge the services of past Members of the Council. An Honorary Alderman may attend and take part in such civic ceremonies as the Council may from time to time decide. They do not have an automatic right to attend meetings of the Council or a Committee of the Council, or to receive any allowances under the Members' Allowances Scheme.

## 2.0 Current Position

- 2.1 Having reviewed the service of former County Councillors following the recent election, Group Leaders have nominated the following individuals to be considered for the post of Honorary Alderman:
  - Ian Bates [19 years and 11 months]
  - Peter Downes [19 years and 11 months]
- 2.2 Councillors Bates and Downes were first elected to the Council on 7 June 2001. County Council elections usually take place on the first Thursday in May. However, the elections were delayed from this usual date due to the 2001 UK foot and mouth crisis and were held the same day as the general election.
- 2.3 Group Leaders are of the view that as the above change in election date was beyond the control of the Council, an exception should be made in this case, and former County Councillors Bates and Downes should be considered for the post of Honorary Alderman.

## 3.0 Source Documents

- 3.1 [Honorary Alderman Legislation](#)

## Appointments to Outside Bodies and Annual Report of Representation on Outside Bodies 2020-2021

To: County Council

Date: 18th May 2021

From: The Monitoring Officer

Purpose: To consider appointments to outside bodies, and the Annual Report of Representation on Outside Bodies 2020-2021

Recommendation: That Full Council:

- a) Appoints to the Outside Bodies set out in Appendix A of the report; and
- b) Notes the Annual Report of Representation on Outside Bodies 2020-2021.

Officer contact:

Name: Michelle Rowe

Post: Democratic Services Manager

Email: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

Tel: 01223 699180

## 1.0 Background

### 1.1 Appointments to Outside Bodies

The Constitution (Part 4 – Rules of Procedure, Part 4.1 – Council Procedure Rules), states that –

At the annual meeting, the Council will:

- (vii) Appoint to outside bodies except where appointment to those bodies has been delegated by the Council.

### 1.2 Annual Report of Representation on Outside Bodies 2020-2021

As agreed by Council at its meeting on 11th December 2018, an annual report on outside bodies is presented at the annual meeting of Council.

## 2.0 Main Issues

### 2.1 Appointments to Outside Bodies

The list of appointments to outside bodies for full Council approval is attached at Appendix A.

### 2.2 Annual Report of Representation on Outside Bodies 2020-2021

The annual report, attached at Appendix B, lists each outside body separately and sets out the following:

- Aims and activities;
- The name(s) of the Council's representative(s);
- The status of the representative(s) on the body; and
- How many meetings are held a year.

### 2.3 It also includes a report from the representative(s) on what they have done over the last year.

### 2.4 Where an outside body has a number of Council representatives, it has been agreed that one representative could respond if appropriate.

### 2.5 The list of Outside Bodies has been updated to remove bodies that no longer require an appointment to be made by the Council.

## 3.0 Source Documents

### 3.1 None

## Cambridgeshire County Council

### Appointments to Outside Bodies: County Council Appointments

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
Greater Cambridge Partnership Executive Board	Quarterly	1	Councillor (Substitute - Councillor)	Other Public Body	Wilma Wilkie  Greater Cambridge Partnership  <a href="mailto:wilma.wilkie@cambridgeshire.gov.uk">wilma.wilkie@cambridgeshire.gov.uk</a>
Cambridgeshire and Peterborough Combined Authority	11	1	Leader of the Council – Councillor (Substitute – Deputy Leader of the Council Councillor )  (See Agenda Item No.12)	Other Public Body	Richenda Greenhill  Democratic Services  <a href="mailto:richenda.greenhill@cambridgeshire.gov.uk">richenda.greenhill@cambridgeshire.gov.uk</a>
Cambridgeshire and Peterborough Combined Authority – Overview and Scrutiny Committee	11	2	Councillor Councillor  Substitutes: Councillor Councillor  (See Agenda Item No.12)	Other Public Body	Anne Gardiner  Cambridgeshire and Peterborough Combined Authority  <a href="mailto:anne.gardiner@cambridgeshire-ca.gov.uk">anne.gardiner@cambridgeshire-ca.gov.uk</a>



Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
Cambridgeshire and Peterborough Combined Authority – Audit and Governance Committee	5	1	Councillor  Substitute: Councillor  (See Agenda Item No.12)	Other Public Body	Anne Gardiner  Cambridgeshire and Peterborough Combined Authority  <a href="mailto:anne.gardiner@cambridgeshire-ca.gov.uk">anne.gardiner@cambridgeshire-ca.gov.uk</a>
Cambridgeshire and Peterborough Fire Authority	3	13	1. Councillor 2. Councillor 3. Councillor 4. Councillor 5. Councillor 6. Councillor 7. Councillor 8. Councillor 9. Councillor 10. Councillor 11. Councillor 12. Councillor 13. Councillor	Other Public Body	Dawn Cave  Democratic Services  <a href="mailto:dawn.cave@cambridgeshire.gov.uk">dawn.cave@cambridgeshire.gov.uk</a>
County Councils' Network Council	3-4	4	1. Councillor 2. Councillor 3. Councillor 4. Councillor	Unincorporated Association	Simon Edwards Local Government House, Smith Square, London, SW1P 3HZ
East of England Local Government Association	1 minimum	1	Leader of the Council – Councillor	Unincorporated Association	Cheryl Davenport West Suffolk House Western Way Bury St Edmunds IP33 3YU

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
Greater Cambridge Partnership Joint Assembly	Quarterly	3	<p><i>Political proportionality of Cambridgeshire County Council seats on the Assembly shall reflect that amongst the Council's elected members for the divisions within South Cambridgeshire District Council and Cambridge City Council administrative boundaries and that the representatives shall be drawn from those divisions and will be appointed on the nomination of the relevant Group Leaders</i></p> <p>Currently:  1. Councillor  2. Councillor  3. Councillor</p>	Other Public Body	Wilma Wilkie  Greater Cambridge Partnership  <a href="mailto:Wilma.Wilkie@cambridgeshire.gov.uk">Wilma.Wilkie@cambridgeshire.gov.uk</a>
Local Government Association  National representative body of all Local Authorities	3-4	4	1. Councillor 2. Councillor 3. Councillor 4. Councillor	Unincorporated Association	Fatima de Abreu Member Services Assistant Local Government Association



# Annual Report of Representation on Outside Bodies

2020 – 2021

# Guidance for Members and Officers who Serve on Outside Bodies

A guide to the law for members and officers  
who are appointed to represent Cambridgeshire County Council on another body.

## 1. Introduction

- 1.1 The County Council appoints members and, less often, officers to serve on a wide range of organisations outside the council, including as directors of companies, trustees of charities, members of management committees and other roles on public bodies and voluntary organisations. These roles on outside bodies may give rise to occasional uncertainty about responsibilities and sometimes lead to conflicts of interest. For example, if an outside body comes into conflict with the Council and the member is a director or on the management committee of the outside body, it is likely that the member's prime duty would be to the outside body in the conduct of the outside body's affairs.
- 1.2 The purpose of this guidance is to summarise the legal position and responsibilities of members and officers who are appointed by the council to serve on outside bodies. It is not intended to be an exhaustive explanation of the law and if further advice is required, the Monitoring Officer should be contacted.
- 1.3 This guidance does not cover any situation where a member or officer who chooses to sit on an outside body in their own private capacity – in this case, they should ensure there is no conflict of interest with their position as a member or officer.
- 1.4 Members and officers may be appointed by the Council to be an "observer" or to undertake a monitoring role at an outside body, facilitating exchanges of views or information as an extension of their council duties but taking no part in the outside body's management or governance other than to attend and vote at annual or general meetings, or simply to attend. In this type of role members and officers will be mainly concerned with representing the council and will not have responsibility for the governance of the body. Care should be taken to ensure such attendance is minuted/recorded each time to correctly reflect this.

## 2. General

- 2.1 Before accepting the directorship or trusteeship of an external organisation, the member or officer should consider how onerous the responsibilities are likely to be and should only accept the office if satisfied that they have the time and capacity to undertake them.
- 2.2 Consideration should also be given to whether there is likely to be any significant conflict of interest between the role as a director or trustee and their role as a member or officer. If such a conflict is likely to arise to a significant degree then the role should not be taken on.
- 2.3 The member or officer should also assess the risks of things going wrong which might raise the prospect of a personal liability. Matters to be taken into account include the nature of the functions of the outside body and the amount of money it holds or deals with. For example, some external companies handle considerable sums of money in the course of each year and have major functions. On the other hand, the risks associated with relatively small local charities are much less.
- 2.4 Members and officers who serve on outside bodies must exercise independent judgement in the interests of the organisation in which they are involved. Whilst it is recognised that they may have a commitment to representing the County Council on the outside organisation, they must also be aware that it is their responsibility to decide what view to take on any question before the organisation. Where a member or officer serves on the outside body in a representative capacity, this should be made clear to that body. There will be a fine line to tread between the duty to the outside body and to the County Council.
- 2.5 Ultimately the member or officer in acting as a Director or Trustee or member of a Management Committee of an outside body, must act in accordance with that body's interests, and not those of the Council or even the council taxpayers at large. A mandate from the Council to vote one way or the other would put the member or officer in breach of the duty to the organisation. It is permissible to take account of the County Council's wishes, but not to vote simply in accordance with them. The overriding duty in considering an item before the outside body is to vote in accordance with the interests of that organisation.
- 2.6 A member or officer serving on an outside body must also ensure that avoidable loss is not incurred in managing that body. Individual responsibility cannot be avoided by not reading the papers or failing to ask for appropriate reports. Professional advice should also be sought where appropriate.
- 2.7 If there is a major dispute between the County Council and the outside body then the Council's representative can be placed in an untenable position. In these circumstances, the appointee should take advice from either the Chief Executive, the Monitoring Officer or the relevant Chief Officer.
- 2.8 At the end of the day, it is possible that a representative on an outside body may find themselves unable to adequately carry out their responsibilities properly, both as a member or officer of the County Council and as a Director/Trustee/Committee Member of the outside

body. That would be an exception, and should not deflect those appointed to outside bodies from being prepared to participate in the management and running of outside organisations.

2.9 Finally, it is recommended that:-

- (a) Upon being appointed to an outside body, appointees obtain essential documents such as the outside body's governing document and the latest annual report and accounts
- (b) Clarify if there are any insurances or indemnities in place
- (c) Ensure the organisation has sound financial practices and procedures – take an interest in the business plan and other financial reports
- (d) Understand how decisions are made in the organisation including delegations of powers
- (e) Appointees to outside bodies should take advice from the s151 Officer or the Monitoring Officer (as appropriate) if they have any financial or other concerns about the body to which they have been appointed.

### 3. Company Directors

3.1 The management of a company is generally the responsibility of a board of directors and the powers of the directors are usually set out in the company's Articles of Association (rules which govern the company's internal management). Directors are those who are appointed by the company to act in that capacity.

3.2 Company Directors have the following duties:-

- A fiduciary duty to the company (not individual shareholders) to act honestly and in good faith and in the best interests of the company as a whole. This means taking proper care of the assets of the company.
- A general duty of care and skill to the company. This means that Directors must exercise a degree of skill as may reasonably be expected from someone with that individual's particular knowledge and experience. However, Directors are not deemed to be experts, but are expected to use due diligence and to obtain expert advice if necessary.
- Directors must exercise independent judgement, although they may take account of the interests of any third party whom they represent. This may well require interests to be declared (see below). However, Directors cannot vote simply in accordance with the Council's mandate.
- Directors are not allowed to make a profit from their position. They must therefore disclose any interests they or their family may have in relation to the company's contracts. Whether they are then allowed to vote will depend on the company's Articles of Association.
- Directors must ensure compliance with the Companies Act in relation to the keeping of accounts and making of returns to the Registrar of Companies and the information to be shown on stationery.
- There is a duty to have regard to the interests of the company's employees, particularly, for example, in respect of health and safety.

- Directors also have a range of accounting and financial responsibilities, including the preparation of accounts for each financial year, ensuring accounting records are maintained sufficiently to demonstrate the company's day to day transactions, approving the annual accounts and laying them before a general meeting and ensuring that annual accounts and reports are sent to shareholders and anyone else entitled to receive them.

### 3.3 Individual Directors can also be liable in certain circumstances, including the following:-

- A company can only act within the scope set out in its Memorandum of Association, and those Directors who knowingly cause the company to act beyond these activities will be liable personally.
- Directors may also be liable for breach of trust, if they misapply the money or property of the company. Directors may also be liable if they fail to take action to prevent the breach of a Co-Director of which they are aware.
- In the event of a failure to act in accordance with the best interests of the company, or if Directors use their powers improperly or make a personal profit from their position as a Director, then they may be personally liable for loss to the company and may be required to give to the company the personal profit made.
- If the level of skill and care shown by a Director falls below that which could reasonably be expected and the company suffers loss, the Director will be liable for the loss incurred. However, if it believes the Director acted honestly and reasonably, a Court may excuse the Director from this liability.
- If a Director knows or ought to know that there is no reasonable prospect of the company avoiding liquidation, the Court may require the Director to contribute to the company's assets on liquidation if the company continues to trade. This is known as wrongful trading. No such order will be made if the Court is satisfied that the Director took all reasonable steps to minimise the loss to the creditors.
- Directors will also be liable if to their knowledge the company carried on business with intent to defraud creditors or any other person, or for any other fraudulent purpose.
- Where a company fails to pay National Insurance contributions and this is due to fraud or neglect on the part of any director(s) of the company, they may be held personally responsible for the outstanding contributions.

### 3.4 Finally, information (apart from confidential information) must be given to other councillors about their activities as required by the local authority.

## 4. Charity Trustees

### 4.1 Trustees of a charity are responsible for the control and administration of a charity and retain personal liability. Trustees must acquaint themselves with the terms of the Trust. In the case of a charity which is also a company, these terms will be found in the Memorandum and Articles of Association. Other Trusts will be found in the document under which the charity was established, such as a will or deed of gift or constitution.

### 4.2 Charity Trustees have the following duties:-

- Trustees must act in accordance with the terms of the Trust.
- The property of the charity must be used for the purposes for which the charity was set up. It must also be applied fairly between those properly entitled to benefit from it.
- Trustees have a duty to exercise such care and skill as is reasonable in the circumstances having particular regard to any special knowledge or experience that they have or holds themselves out as having. In addition, where a Trustee acts in the course of a business or profession, particular regard must be had to any special knowledge or experience which it is reasonable to expect of a person acting in the course of that kind of business or profession.
- Trustees must always act in the interests of the charity and of its beneficiaries or potential beneficiaries and without regard to their own private interests. This means that Charity Trustees must not put themselves in a position where their interests and duties conflict.
- The work must generally be unpaid. Trustees may be paid for their expenses from the charity's income and, very occasionally, the Charity Commission may allow wider remuneration where this is in the interests of the charity.
- Trustees cannot benefit either directly or indirectly from the charity.
- They must act reasonably and prudently in all matters relating to the charity and must always bear in mind the interests of the charity. They should manage the charity as carefully as if they were running their own business. Although they may delegate certain of their functions under the Trustee Act 2000 and also under any powers in the trust document, they remain legally responsible and must supervise and control the work of officers.
- Trustees must act in accordance with all relevant legislation.
- They have a duty to provide information to the Charity Commissioners. Most charities (except small ones with an annual income under £1000 a year) are required to register under the charities legislation. The Charity Commissioners rely on this information when making a decision about a charity, so it is very important that it is accurate. It is an offence to give the Charity Commissioners false or misleading information, or to alter, conceal or destroy charity documents which may be required by the Commissioners.
- All registered charities are subject to a number of accounting and reporting requirements, depending on their income and expenditure. These involve maintaining proper accounts, preparing the annual statement of accounts and an annual report and in some cases submitting them to the Charity Commission; and where the charity's gross income and total expenditure exceeds £10,000, making an annual report to the Charity Commission. Charity trustees are under a duty to ensure that these accounting and reporting requirements are carried out and to approve the annual report and accounts.
- The accounts of registered charities with a gross income or total expenditure exceeding £10,000 must, at the option of the trustees, be either audited or independently examined. In addition, if either income or expenditure has been more than £250,000 in either of the previous two financial years then accounts must be audited by a registered auditor.
- Retaining accounting records and statements of account for at least 6 years.



## 5. Management Committees

- 5.1 Groups which are not charitable trusts or limited companies are "unincorporated associations" and have no separate legal identity from their members. The rules governing the members' duties and liabilities will be set out in a constitution, which is simply an agreement between the members as to how the organisation will operate. Usually the constitution will provide for a management committee to be responsible for the everyday running of the organisation. An unincorporated organisation may be charitable and registerable as a charity.
- 5.2 Broadly, management committee members must act within the terms of the constitution, and must take reasonable care in exercising their powers.
- 5.3 Generally, members of management committees are liable for the acts of the organisation, but are entitled to an indemnity from the funds of the organisation if they have acted properly. If there are not enough funds, the committee members are personally liable for the shortfall. If one person is appointed by the constitution to act as the agent of the organisation for certain purposes, then that person acts as the agent of all the members, who have joint liability for the agent's actions. Members of the management committee will have a personal liability if they act outside the authority given them or if they do not comply with the law.
- 5.4 Exceptions apply to certain consultative/advisory bodies such as EELGA & LGA where the representative will normally be expected to act in the Council's interests.

## 6. Regulated Committees

- 6.1 A company that is influenced by the Council (20% shareholding or more) or controlled by the Council (50% shareholding or more) will be a regulated company under the Local Authorities (Companies) Order 1995. This piece of legislation has a number of restrictions for members that sit on the board of regulated local authority companies, referring to them as "regulated directors".
- 6.2 These restrictions include:
- The maximum amount of remuneration is the greatest amount which would be payable by the Council in respect of a comparable duty performed on behalf of the Council, less any amount paid by the Council to the regulated director for duties to the Company;
  - The maximum amount of travelling or subsistence allowance which would be payable to that director by the Council of which he is a member if the relevant duty were an approved duty for the purposes of s174 of the Local Government Act 1972
  - When a regulated director becomes disqualified for membership of the Council, he/she must be removed as a director of the regulated company.

- 6.3 Where members sit on the board of an influenced or regulated company there will be an inherent conflict of interest in their roles as the Companies Act 2006 requires Directors to consider the best interests of the company and not the shareholders. However due to the restrictions on the remuneration and expenses of members in relation to such companies members are unlikely to have a disclosable pecuniary interest. Members should nonetheless declare their conflict of interest at Council meetings and avoid voting on or taking Council decisions in relation to such companies.

## 7. Other Public Bodies

- 7.1 There are bodies created by an Act of Parliament to carry out particular functions and whose constitution is set out in the legislation relating to that specific body. Examples include the Broads Authority, Internal Drainage Boards and school governing bodies.
- 7.2 The powers of the members of the body and duties and liabilities of those members individually and collectively depend upon the wording of the legislation in question. In general terms, however, the position of a member is similar to that of a councillor. It is therefore wise for a member of any of these bodies to obtain information for themselves from that body on its powers and duties, its Standing Orders and other procedures which they must follow and financial or other regulations which govern the conduct of its business.
- 7.3 In addition, conflicts of interest can occasionally arise for such appointees. In this respect, the general provisions described in Section 2 above will apply.
- 7.4 Finally, there is the developing area of partnerships and partnership boards. Generally, these are not legal entities in their own right and members are appointed purely to represent the County Council. In these circumstances the specific duties referred to above will not therefore tend to apply nor will there be a potential for a conflict of interest. On the other hand, the position may well be different if a separate legal entity is formed as part of the partnership working.

## 8. Declaration of Interests

- 8.1 If you have a Disclosable Pecuniary Interest in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter. In many case (but not all) cases a Member will not have a Disclosable Pecuniary Interest (and therefore need not make any declaration)) if the matter relates to an outside body to which the County Council have appointed the Member as its representative.
- 8.2 Members do however need to pay particular attention to whether a body on which they have a beneficial interest (which includes a body corporate of which they are a director – NB. “director” includes being a member of the committee of management of an industrial and provident society) has or is likely to have a contractual relationship with the council (NB. which includes grant agreements). If this is the

case then this is a specific disclosable pecuniary interest under the Localism Act 2011 as set out in the council's code of conduct and it need to be declared as such and the member must not take part in any decision making.

8.3 If you do not have a Disclosable Pecuniary Interest you may nevertheless have a “non-statutory disclosable interest” in a matter to be discussed if it affects:

- your well-being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter, unless the interest is “*one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest*” (s.10.2(b) of the council's code of conduct sets out what action should be taken). Please seek the advice of the council's Monitoring Officer if unsure about what needs to be declared in order to help avoid the appearance of bias.

8.4 When members discuss at Council meetings matters relating to an outside body on which they serve, they may take account of that outside body's interest. However, they must not vote simply in accordance with the mandate of that outside body. In short, the primary consideration is the public interest.

8.5 Officers should have regard to the Officer's Code of Conduct and discuss all potential conflicts of interest with their line manager, seeking advice from the council's Monitoring Officer where appropriate. Written file notes should be made and kept of all advice given and action taken.

## 9. Indemnities

9.1 An outside body can provide indemnities for its members as follows:

a) Companies can now give their Directors indemnities. However, such indemnities cannot cover:-

- (i) the Director's liability to the company itself or to other companies within the same group;
- (ii) fines imposed on a Director in criminal proceedings or in respect of a sum payable to a Regulatory Authority by way of penalty for non-compliance with any requirement of a regulatory nature; or
- (iii) Liabilities incurred by a Director in defending criminal proceedings where convicted, or in defending any civil proceedings brought by the company, or an associated company in which judgement is made against such Director.

(b) With regard to Charitable Trusts, an indemnity can be given from the Trust Fund provided the Trustee has acted properly and within their powers. Trustees may take out insurance to protect themselves against personal liability, but not for criminal acts, fraud etc. There will be no problem if the Trustees themselves pay the premiums but if they are paid out of the Charitable Funds the Trustees will need to consent to the Charity Commission unless the Trust Deed specifically allows it.

- (c) With regard to Management Committees, members will be entitled to an indemnity if they act in accordance with the Constitution and are not at fault. It is also possible to obtain insurance but if the organisation is to pay the premium it must be permitted by the Constitution.

## 10. Related Issues

- Occasionally, the County Council will be represented on outside bodies by third parties, rather than members or officers. This guidance applies in principle to these representatives, although some parts of it will necessarily not apply.
- From time to time, officers are, as a result of their position with the County Council, appointed to serve on an outside body by the body itself, rather than by the County Council. Examples include serving on the managing body of a professional association or appointment to a national body as a local authority representative. Again, most of the principles contained in this guidance will apply to that situation, depending on the nature of the outside body.
- Finally, officers may from time to time be asked to serve in their private capacity on outside bodies funded by the Council. This can often give rise to a conflict of interest for the officer, particularly in the situation where the officer is employed within the funding department. In these circumstances, the County Council takes the view that there will be circumstances where an officer should not serve on the outside body because of the potential for a conflict of interest.

## 11. Further Information

If you require any further information about the issues raised in this Guidance Note please contact the Council's Monitoring Officer.

Cambridgeshire and Peterborough Combined Authority	Councillor Count
Cambridgeshire and Peterborough Combined Authority - Audit and Governance Committee	Councillor Goldsack
Cambridgeshire and Peterborough Combined Authority - Overview and Scrutiny Committee	Councillor Connor Councillor Scutt
Cambridgeshire and Peterborough Fire Authority	Councillor Ashwood Councillor Bywater Councillor Gardener Councillor Giles Councillor Gowing Councillor Harford Councillor Hunt Councillor Kindersley Councillor McGuire Councillor Reynolds Councillor Scutt Councillor Shellens Councillor Smith
County Councils' Network Council	Councillor Count Councillor Meschini Councillor Nethsingha
East of England Local Government Association	Councillor Count
Greater Cambridge Partnership Executive Board	Councillor Bates
Greater Cambridge Partnership Joint Assembly	Councillor Kavanagh Councillor Nethsingha Councillor Wotherspoon
Local Government Association	Councillor Count Councillor Meschini Councillor Nethsingha

A428/A421 Alliance	Councillor Bates Councillor Wells Councillor Wisson
A47 Alliance Steering Group	Councillor Bates
A505 Royston to Granta Park Strategic Growth and Transport Study Steering Group	Councillor Bates Councillor Shuter
Alconbury Weald Councillor Liaison Group	Councillor Gardener Councillor Rogers
Anglian (Great Ouse) Regional Flood and Coastal Committee	Councillor Schumann Councillor Smith Councillor Wotherspoon
Anglian (Northern) Regional Flood and Coastal Committee	Councillor Connor
Barrington Cement Works and Quarry Liaison Group	Councillor Kindersley Councillor McDonald
Barrington Light Railway Sub Group	Councillor Kindersley Councillor McDonald
Cambridge Airport Consultative Committee	Councillor Whitehead
Cambridge and District Citizens Advice Bureau Management Committee	Councillor Jones
Cambridge BID Board	Councillor Shuter
Cambridge Sports Hall Trust Management Committee	Councillor Kavanagh
Cambridge University Hospitals NHS Foundation Trust Council of Governors	Councillor Howell
Cambridgeshire and Peterborough Combined Authority Executive Committee – Housing and Communities	Councillor Goldsack
Cambridgeshire and Peterborough Combined Authority Executive Committee – Skills	Councillor Ambrose Smith
Cambridgeshire and Peterborough Combined Authority Executive Committee – Transport and Infrastructure	Councillor Howell
Cambridgeshire and Peterborough Federation of Young Farmers Club	Councillor Smith
Cambridgeshire and Peterborough NHS Foundation Trust	Councillor Wilson

Cambridgeshire and Peterborough Road Safety Partnership Strategic Management Board	Councillor Shuter
Cambridgeshire and Peterborough Sustainability and Transformation Partnership Board	Councillor Bailey
Cambridgeshire Consultative Group for the Fletton Brickworks Industry (Whittlesey)	Councillor Connor
Cambridgeshire Coronavirus Community Fund Panel	Councillor Criswell
Cambridgeshire and Peterborough Flood & Water Partnership	Councillor Wotherspoon
Cambridgeshire Horizons Board	Councillor Bates
Cambridgeshire Music Hub	Councillor Every Councillor S Taylor
Cambridgeshire Police and Crime Panel	Councillor Giles Councillor Shellens Councillor Tierney
Cambridgeshire Schools Forum	Councillor Bywater Councillor Downes Councillor S Taylor
Clay Farm Centre Advisory Group	Councillor B Ashwood
College of West Anglia Governing Body	Councillor Nethsingha
Community Safety Partnerships	Councillor Costello Councillor Every Councillor French Councillor Meschini Councillor Nieto
Conservators of the River Cam	Councillor Bradnam
Duxford Neighbours Forum	Councillor McDonald
East Anglia Reserve Forces and Cadets Association	Councillor McGuire
East of England Local Government Association Children's Services and Education Portfolio-Holder Network	Councillor Bywater Councillor Hoy
East of England Local Government Association Resource Portfolio Holders Board	-
Eastern Agri-Tech Programme Delivery Board	Councillor Shuter

East-West Rail Consortium Central Section Member Steering Group	Councillor Bates
England's Economic Heartland Strategic Alliance Group	-
England's Economic Heartland Strategic Alliance - Strategic Transport Forum	Councillor Bates Councillor Count
ESPO Finance and Audit Committee	Councillor Howell
ESPO Management Committee	Councillor Bates Councillor Howell
ESPO Shareholder Representative	Councillor Howell
F40 Group	Councillor Downes
Fenland Association for Community Transport (FACT) Board	Councillor Boden
Great Fen Steering Committee	Councillor Costello
Greater Cambridge Local Plan Inception and Joint Local Planning Advisory Group	Councillor Wotherspoon
Greensand Country Landscape Partnership	Councillor Kindersley
Growing Fenland Project Delivery Stakeholder Groups	Councillor Boden Councillor French Councillor Hay Councillor Tierney
Hinchingbrooke Country Park Joint Group	Councillor Costello
Huntingdon Association for Community Transport (HACT) Board	Councillor Boden
Huntingdon BID Board	Councillor Rogers
Huntingdon Freeman's Trust	Councillor Shellens
Huntingdonshire Growth and Infrastructure Group	Councillor Bates Councillor Gardener Councillor Reynolds
Hunts Forum of Voluntary Organisations	Councillor Costello Councillor Criswell
King Edward Community Centre Association	Councillor Hay
LGSS Law Limited	Councillor Boden
Local Safeguarding Children's Board	Councillor Bywater



London Stansted Corridor Consortium Board	Councillor Bates
Manea Educational Foundation	Councillor Connor
March Educational Foundation	Councillor Gowing
Natural Cambridgeshire	Councillor Wotherspoon
Needham's Foundation, Ely	Councillor Bailey Councillor Every
Needingworth Quarry Liaison Group	Councillor Criswell Councillor Hudson Councillor Reynolds Councillor Smith
North Uttlesford Community Garden Local Delivery Board	Councillor Wotherspoon
North West Anglia NHS Foundation Trust Council of Governors	Councillor Sanderson
Parking and Traffic Regulations Outside London Adjudication Joint Committee (PATROL) and Bus Lane Adjudication Joint Committee (BLASJC)	Councillor A Taylor
Peterborough and Cambridgeshire Community Covenant (Military) Board	Councillor McGuire
Ramsey Wind Farm Community Benefit Fund Advisory Group	Councillor Costello Councillor Rogers
RECAP Board	Councillor Schumann
Royal Papworth Hospital NHS Foundation Trust Council of Governors	Councillor Jones
Shepreth School Trust	Councillor McDonald
Soham and District Sports Association Management Committee	Councillor Goldsack
Soham Moor Old Grammar School Fund	Councillor Goldsack
St Neots Master Plan Steering Group	Councillor Wisson
St Neots Museum Management Committee	Councillor Wells
This Land Board of Directors	Councillor Schumann
Trigg's Charity (Melbourn)	Councillor van de Ven
Visit Cambridge and Beyond Destination Management Company (DMO) Board of Directors	Councillor Shuter

Warboys Landfill Site Liaison Group	Councillor Rogers
Waterbeach Waste Management Park Liaison Group	Councillor Bradnam
Wisbech Community Development Trust	

# Cambridgeshire and Peterborough Combined Authority

## Background

Comprised of Cambridge City Council, Cambridgeshire County Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council and South Cambridgeshire District Council, the Combined Authority is the product of a devolution deal made with the government in 2016.

Key ambitions for the Combined Authority include:

- doubling the size of the local economy;
- accelerating house building rates to meet local and UK need;
- delivering outstanding and much needed connectivity in terms of transport and digital links;
- providing the UK's most technically skilled workforce;
- transforming public service delivery to be much more seamless and responsive to local need;
- growing international recognition for our knowledge based economy; and
- improving the quality of life by tackling areas suffering from deprivation.

## Information

No. of representatives:	1
Meetings per annum:	11
Approved by:	Council
Guidance Classification:	Other Public Body
Representative for 2020/21:	Councillor S Count (Con)

## Report by Representative

Reports are presented at each Full Council meeting, where Members also have the opportunity to put questions to the Council's representative.

# Cambridgeshire and Peterborough Combined Authority

## Audit and Governance Committee

### Background

The Audit and Governance Committee's role is to review the Combined Authority's financial affairs, internal control, corporate governance arrangements and risk management.

### Information

No. of representatives:	1
Meetings per annum:	5
Approved by:	Council
Guidance Classification:	Other Public Body
Representative for 2020/21:	Councillor M Goldsack (Con)

### Report by Representative

Reports are presented at Full Council meetings.

# Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee

## Background

The role of the Overview and Scrutiny Committee is to scrutinise decisions by the Combined Authority or the Mayor.

## Information

No. of representatives: 2  
Meetings per annum: 11  
Approved by: Council  
Guidance Classification: Other Public Body

Representatives for 2020/21: Councillor D Connor (Con)  
Councillor J Scutt (Lab)

## Report by Representative

Reports are presented at Full Council meetings, where Members also have the opportunity to put questions to the Council's representatives.

# Cambridgeshire and Peterborough Fire Authority

## Background

The Fire Authority is the governing body responsible for delivering a fire and rescue service to Cambridgeshire and Peterborough. It was established in 1998 when Peterborough City became a unitary authority.

The main responsibilities of the Fire Authority are set out in the Fire and Rescue Services Act 2004 and include promoting fire safety, protecting life and property from fires and rescuing people from road traffic collisions.

The Fire Authority makes decisions about how the local fire and rescue service operates and reviews performance and policies. It also sets the budget each year and decides the corporate priorities.

## Information

No. of representatives: 13  
Meetings per annum: 3  
Approved by: Council  
Guidance Classification: Other Public Body

Representatives for 2020/21:

- Councillor B Ashwood (LD)
- Councillor S Bywater (Con)
- Councillor I Gardener (Con)
- Councillor D Giles (Ind)
- Councillor J Gowing (Con)
- Councillor L Harford (Con)
- Councillor B Hunt (Con)
- Councillor S Kindersley (LD)
- Councillor M McGuire (Con)
- Councillor K Reynolds (Con)
- Councillor J Scutt (Lab)
- Councillor M Shellens (LD)
- Councillor M Smith (Con)

## Report by Representative

Reports are presented at the March and October Full Council meetings, where Members also have the opportunity to put questions to the Council's representatives.

# County Council's Network Council

## Background

The County Councils Network (CCN) Council is a cross-party special interest group of the Local Government Association, representing England's county local authorities. Over the past few years, CCN has grown into an influential organisation, both nationally and within Parliament, with its reports and advocacy influencing debates on the future of local services, with its work securing concessions from national governments. Its small team is based in Westminster.

## Information

No. of representatives:	4
Meetings per annum:	3-4
Approved by:	Council
Guidance Classification:	Unincorporated Association
Representatives for 2020/21:	Councillor S Count (Con) Councillor E Meschini (Lab) Councillor L Nethsingha (LD) <i>Vacancy</i>

## Report by Representatives

### Councillor Count

The CCN represents the majority of County Councils as well as some unitary authorities. At each meeting there is normally a state of the nation (Upper tier) report on a particular theme, such as the integrated social care paper. Input and suggested actions added by leaders from across the country to be taken forward. Scheduled meetings always have a presentation and Q&A from a Government minister as well. These meetings are invaluable for networking and the CCN is probably our most successful strategic lobbying group, able to represent us well at National Level. This year it has been particularly enhanced by weekly national Teams meetings virtually throughout the last year in response to the pandemic. Sharing of information and actions has been particularly helpful. I regularly highlight our good work at Cambridgeshire, priming outside agencies and Government to respond well to investment proposals.

### Councillor Nethsingha

It has been useful to attend these meetings, which give good insight into the discussions between local and national government. CCN have done some effective campaigning on the need for more funding for councils which are responsible for social care. The current urgent need is for strong lobbying for more funding for SEND. Some London councils have got a better settlement from national government on this.

# East of England Local Government Association

## Background

The East of England LGA is a politically-led, cross party organisation which works on behalf of the 50 local councils in the East of England.

We aspire to be:

- A provider of innovative solutions to partners; delivering projects and services around key issues such as integration, commercialisation and organisational review.
- A highly respected and influential advocate for our members; promoting their leadership of their locality, as well as fighting for them to get the resources, powers and freedoms necessary to perform that role successfully.
- A catalyst for collaborative working; bringing together groups of councils to harness their collective strength and knowledge.
- An invaluable resource of specialist expertise and capacity; providing advice and support to councils on key issues.

## Information

No. of representatives:	1
Meetings per annum:	1 minimum
Approved by:	Council
Guidance Classification:	Unincorporated Association

Representative for 2020/21:	Councillor S Count (Con)
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## Report by Representative

### Councillor Count

Meetings have often clashed with other priorities, so I have attended or arranged substitutes dependent on agendas. At the last meeting I attended, we concentrated on delivering a budget with considerably less funding. The organisation continues to represent our area, primarily through an Eastern lens, well to Government. The Western view is predominantly led by our involvement with the Arc group.



# Greater Cambridge Partnership Executive Board

## Background

The Greater Cambridge Partnership works together to grow and share prosperity and improve quality of life for the people of Greater Cambridge, now and in the future, through multi-million pound improvements in vital infrastructure.

It is led by a decision-making Executive Board which coordinates the overall strategic vision and drives forward the partnership's programme of work. It is run in accordance with a clear governance structure, agreed by all partners.

## Information

No. of representatives: 1  
Meetings per annum: Quarterly  
Approved by: Council  
Guidance Classification: Other Public Body

Representative for 2020/21: Councillor I Bates (Con)

## Report by Representative

### Councillor Bates

I only attended one meeting, no contentious issues. The next meeting is in July.

# Greater Cambridge Partnership Joint Assembly

## Background

The Greater Cambridge Partnership works together to grow and share prosperity and improve quality of life for the people of Greater Cambridge, now and in the future, through multi-million pound improvements in vital infrastructure.

The Joint Assembly provides advice to the Executive Board, drawing on the broad expertise of its 15 members, who are three elected councillors from each of the three councils in the Greater Cambridge area. The other City Deal partners each nominate three representatives, as stakeholders from a range of organisations within the fields of business and academia.

## Information

No. of representatives: 3  
Meetings per annum: Quarterly  
Approved by: Council  
Guidance Classification: Other Public Body

Representatives for 2020/21: Councillor N Kavanagh (Lab)  
Councillor L Nethsingha (LD)  
Councillor T Wotherspoon (Con)

## Report by Representatives

### Councillor Kavanagh

It is imperative to continue to have County Council representation on the GCP Joint Assembly as the challenges to transform public transport, reduce congestion and improve air quality in Cambridge City and Greater Cambridge increase. Although not a decision-making body, the Greater Cambridge Partnership (GCP) Joint Assembly functions very effectively as a forum for expressing views on infrastructure project proposals and as a conduit for recommendations to be communicated to the GCP Executive Board. The Assembly is highly valued as a democratic forum by residents who make representations on behalf of their Cambridge City and Greater Cambridge communities at the Assembly meetings. This year GCP generally made good progress with major infrastructure planning and implementation of schemes, apart from the unfortunate pause in the Cambourne to Cambridge scheme planning. The City Access Strategy is evolving well and the burgeoning Greenways cycle routes are generating much support. GCP has now taken responsibility for completing the Chisholm Trail. GCP is also involved in collecting data relating to supporting skills and employment in Greater Cambridge.

### Councillor Nethsingha

The joint assembly has been working constructively on a range of issues, and work on digital transformation, housing and skills has made good progress. Some of the key issues in transport have been held up by the lack of clarity from the Combined Authority on the future of the CAM metro system. There has been good progress on the Greenways cycle schemes, which should encourage an increase in active travel across a wider area of the GPC.

## Councillor Wotherspoon

I stood down as chair at the start of the June meeting. It would be a fair characterisation to say that the year has been dominated by disagreement over the Cambourne to Cambridge high quality segregated public transport scheme. An independent audit is being undertaken of the GCP preferred route running along the south of the A428 past Hardwick and Coton and “indicative northern route corridor options” being promoted by the Mayor. James Palmer attended the meeting of the Executive Board of the Greater Cambridge Partnership on Thursday 1 October 2020. There was an element of “If you can’t beat ‘em, join ‘em” about it, and he was ostensibly gracious about it in saying “Let’s have our arguments in private and our solutions in public.”

# Local Government Association

## Background

A politically-led, cross-party organisation that works on behalf of councils to ensure local government has a strong, credible voice with national government. We aim to influence and set the political agenda on the issues that matter to councils so they are able to deliver local solutions to national problems.

## Information

No. of representatives:	4
Meetings per annum:	3-4
Approved by:	Council
Guidance Classification:	Unincorporated Association
Representatives for 2020/21:	Councillor S Count (Con) Councillor L Nethsingha (LD) Councillor J Meschini (Lab) <i>Vacancy</i>

## Report by Representatives

### Councillor Count

This follows the same format and commentary as the County Councils' Network Council meetings I attend. The difference is the wider multi-tier stage and thereby difference in content and attendance.

### Councillor Nethsingha

Membership of the LGA continues to be very useful, although the move to online meetings has meant there is less opportunity for the type of informal conversations at conferences which have been very helpful in the past. The lack of these this year has emphasised for me the enormous benefit of LGA conferences, and I have missed the chance to talk to colleagues across the country. I have been involved in discussions at the CYP Board, and in particular on the systems in place for dealing with unaccompanied asylum seeker children and the government's new commissions on children in care and education recovery.

## A47 Alliance Steering Group

### Background

To act as a special interest group to support the strategic case for improvements on the A47 corridor between the port at Great Yarmouth and the A1.

The A47 Alliance shall support the transport authorities along the route, the New Anglia Local Enterprise Partnership (LEP) and the Greater Cambridge Greater Peterborough LEP.

### Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative

Representative for 2020/21:	Councillor I Bates (Con)
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No report submitted.

# Anglian (Great Ouse) Regional Flood and Coastal Committee

## Background

The Regional Flood and Coastal Committee is a body through which the Environment Agency carries out its work on flood risk management and is responsible for:

- maintaining or improving any watercourses which are designated as main rivers;
- maintaining or improving any tidal defences;
- installing and operating flood warning systems;
- controlling actions by riparian owners and occupiers which might interfere with the free flow of watercourses; and
- supervising Internal Drainage Boards.

## Information

No. of representatives: 3  
Meetings per annum: 2  
Approved by: Environment & Sustainability Committee  
Guidance Classification: Other Public Body representative

Representatives for 2020/21: Councillor M Smith (Con)  
Councillor J Schumann (Con)  
Councillor T Wotherspoon (Con)

## Report by Representative

### Councillor Wotherspoon

Meets four times a year under the auspices of the Environment Agency. Raises a Local Levy to support projects. Given our RFCC raises one of lowest levies in the country, our three members proposed a 2.5% increase for the current financial year but the majority voted for 1.5%. Pursuing flood risk betterment opportunities, especially in the vicinity of St Neots, presented by the dualling of the A428 from the Black Cat to Caxton Gibbet and East-West Rail, and offered by the new Environmental Land Management Scheme being introduced by the Agriculture Act 2020. Much of the January and April meetings was taken up with a review of the Christmas and New Year flooding from a main river perspective (principally the Great Ouse and tributaries such as Alconbury Brook).

## Anglian (Northern) Regional Flood and Coastal Committee

### Background

See description for Anglian (Central) Regional Flood and Coastal Committee.

Cambridgeshire shares a seat on this Committee with Peterborough City Council and Rutland County Council. Cambridgeshire County Council currently attends these meetings as an observer only – as stated it's a shared seat and voting rights for the year 1 April 2017 – 31 March 2018 are held by the Peterborough City Council Member. The RFCC however encourages all members (whether they are able to vote or not) to attend all Committee meetings.

No report submitted.

### Information

No. of representatives: 1  
Meetings per annum: 4-5  
Approved by: Environment & Sustainability Committee  
Guidance Classification: Other Public Body representative

Representative for 2020/21: Councillor D Connor (Con)

## Barrington Cement Works and Quarry Liaison Group

### Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

### Information

No. of representatives: 2  
Meetings per annum: 2-3  
Approved by: Environment & Sustainability Committee  
Guidance Classification: Other Public Body representative

Representatives for 2020/21: Councillor S Kindersley (LD)  
Councillor P McDonald (LD)

### Report by Representative

#### Councillor Kindersley

Due to Covid-19, the group has not met but it is still current.



## Barrington Light Railway Sub Group

### Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

### Information

No. of representatives:	2
Meetings per annum:	As required
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative

Representatives for 2020/21:	Councillor S Kindersley (LD) Councillor P McDonald (LD)
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### Report by Representative

#### Councillor Kindersley

Due to Covid-19, the group has not met but it is still current.

# Cambridge Airport Consultative Committee

## Background

The purpose of the Consultative Committee is to provide an effective forum for discussion about all matters concerning the operation and development of Cambridge Airport.

## Information

No. of representatives:	1
Meetings per annum:	3
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor J Whitehead (Lab)

## Report by Representative

### Councillor Whitehead

Nothing to report of any significance on the Cambridge Airport, as it has more or less ceased to function as a commercial airport.

## Cambridge BID Board

### Background

A five-year initiative set up by Cambridge businesses/organisations to ensure continued investment in Cambridge City Centre.

### Information

No. of representatives:	1
Meetings per annum:	6
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Regulated Director

Representative for 2020/21:	Councillor M Shuter (Con)
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### Report by Representative

#### Councillor Shuter

The Cambridge BID Board meets approximately six times a year, and through its levy on central Cambridge businesses it arranges extra emergency street cleaning and events to promote Cambridge retail business. The County Council's seat on the board enables closer understanding and cooperation on matters such as street lighting and highways. It serves a five-year term and was voted back in for a second term with strong support from central Cambridge business.

# Cambridge and District Citizens Advice Bureau Management Committee

## Background

To provide free, independent, confidential and impartial advice to the public. Its aims are to provide the advice people need for the problems they face and improve the policies and practices that affect people's lives.

## Information

No. of representatives:	1
Meetings per annum:	4-6
Approved by:	Communities & Partnership Committee
Guidance Classification:	Charity and limited company
Representative for 2020/21:	Councillor L Jones (Lab)

## Report by Representative

### Councillor Jones

CAB has been a vital resource for residents during the pandemic. It quickly shifted its work online and updated its technology infrastructure (eg softphone) to enable clients to use phone, email or face-time appointments to get help with their problems. It adapted its approach and supported staff and volunteers to feel confident and secure in remote working. As the pandemic deepened, Cambridge and District CAB supported very high numbers of people with independent, confidential and impartial advice about debt and benefits concerns, including payment of council tax, parking penalties and rent arrears.

Demand for CAB advice has continued to increase over the year and the number of food vouchers issued doubled. It has increased its outreach advice work, for example at Addenbrokes. CAB deploys its expertise in specialist welfare rights work, energy advice and foodbank advice work with the Trussell trust and is the sole fully approved provider of expert debt relief advice. It continues at the forefront of work with GPs on social prescribing. It remains useful to have a county presence on the board of trustees to strengthen links between the County Council and CAB. Before the pandemic struck the county council had been working with CAB to build these closer relationships and enable its wide expertise to be deployed for the benefit of Cambridgeshire residents. It is hoped this work can continue in future.

# Cambridge Sports Hall Trust Management Committee

## Background

A management committee administering the running of the Kelsey Kerridge Sports Hall in Cambridge.

## Information

No. of representatives:	1
Meetings per annum:	6
Approved by:	Communities & Partnership Committee
Guidance Classification:	Charity
Representative for 2020/21:	Councillor N Kavanagh (Lab)

## Report by Representative

### Councillor Kavanagh

This had been a difficult year for the Kelsey Kerridge Sports Centre because of the global pandemic. However, the reopening in July was well done after the closure period due to Covid-19 measures. Separate risk assessments were required for all areas of the Sports Centre as well as for staff. Restrictions on individual sports were being managed by the relevant governing bodies and this had to be monitored closely. People were returning and the finances had begun to improve prior to the need to conform to the rules of the second national lockdown in November 2020. The Board acknowledges that 2021 is also going to be a challenging one but the April reopening, made possible by the latest Government "road plan" guidelines, indicates the Sports Hall should return to pre- pandemic capacity if all restrictions are completely lifted in June. As the County representative does not have voting rights on the Board it is not imperative a County Member attends the meetings.

# Cambridge University Hospitals NHS Foundation Trust Council of Governors

## Background

The Board of Governors represents patients, public and staff. The majority of the Governors are elected by the membership. Governors provide a direct link to the local community and represent the interests of members and the wider public in the stewardship and development of the Trust.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Health Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor M Howell (Con)

## Report by Representative

### Councillor Howell

Governors have continued to meet, virtually not physically, throughout the last year. Discussions have taken place on many subjects but primarily on the impact of COVID 19 on the hospital and how it has coped.

As I stated last year, Addenbrookes has been in the frontline of the battle against and treatment of, COVID 19. We should all be very proud of all members of Addenbrookes staff and be grateful that this is a hospital, should we need to, we are able to access.

Although COVID 19 has meant changes throughout the hospital with staff working in different department and wards we must remember other areas have continued. Maternity and Accident and Emergency has continued as have other services vital to the wellbeing of our community.

All members of staff have been offered the vaccine due to their profession and 90% have done so. Those who have chosen not to be vaccinated views are respected, although they are being asked if the hospital are able to support them in having the vaccine in the near future. I should add, I am supportive of those who have decided not to have the vaccine, as I believe compulsion is not a step we should take.

Repeating the words I wrote last year, I am sure everyone connected to the Council is extremely proud of Addenbrookes and especially all the staff engaged in the fight against COVID 19. It humbles us to see our friends and neighbours supporting and intervening with those who have COVID 19. We all know hospitals save lives but we should be especially grateful, in the current climate, of the amount of lives and continuing good health the staff of Addenbrookes are saving and helping to recover.

# Cambridgeshire and Peterborough Combined Authority

## Executive Committee – Housing and Communities

### Background

The main role of the Housing and Communities Committee is to make recommendations to the Combined Authority Board on:

- Housing Strategy
- The Housing Investment Fund
- The programme of housing projects

### Information

No. of representatives:	1
Meetings per annum:	6
Approved by:	The Council's representative on the Combined Authority Board nominates the representative and substitute to this committee.
Guidance Classification:	Other Public Body
Representative for 2020/21:	Councillor M Goldsack (Con)

### Report by Representative

#### Councillor Goldsack

I have only joined this committee in March and attended just one meeting. The committee is well-chaired by Chris Boden and has had its challenges, notably the change in approach for the government money for housing development. Much has been reported about this and at the time of writing I feel that I do not have sufficient knowledge or background to share with others in this report.

# Cambridgeshire and Peterborough Combined Authority

## Executive Committee - Skills

### Background

The Skills Committee's main role is to make recommendations to the Combined Authority Board on Skills Strategy and the skills budget, innovation fund and the Adult Education Fund.

### Information

No. of representatives:	1
Meetings per annum:	6
Approved by:	The Council's representative on the Combined Authority Board nominates the representative and substitute to this committee.
Guidance Classification:	Other Public Body
Representative for 2020/21:	Councillor D Ambrose Smith (Con)

### Report by Representative

#### Councillor Ambrose Smith

Matters delegated to the Skills Committee by the Combined Authority Board were agreed by the committee in November 2019

I have been impressed in the way the CPCA has advanced the delivery of Skills in a way which will secure success for people and the needs of business and the economy.

Three Senior Responsible Officers for skills delivery have been recruited to cover: -

Adult Education: Singh Garcha

Workforce Skills: Fliss Miller

Higher Education: Mahmood Foroughi

#### The roles and goals of the SROs

1. To invest in FE capacity building to increase capacity in the north and reduce technical skills gaps in the south, increasing the £30m invested by at least 30%.
2. To invest HE capacity building in Peterborough and the Fens, securing over £100m to fund the five core buildings that will establish the University of Peterborough as a commercially viable and fast-growing university.
3. To transform Adult Education, focusing it to reduce educational deprivation and inequality of opportunity, helping people to progress at work and firms to increase productivity.



4. To recover and rebuild the apprenticeship market, first on volume and progressively on impacts on career progression, opportunity, and productivity, including higher level apprenticeships at the new university.
5. To help more people to find and develop careers, whether in work, out of work and in school, that provide life chances, increase health and well-being, and meet the needs of business and the economy.
6. To deliver a step change in skills market visibility and insight, as the basis for an evolving strategy with clear outcomes and performance metrics for all our interventions.

# Cambridgeshire and Peterborough Combined Authority

## Executive Committee – Transport and Infrastructure

### Background

The main role of the Transport and Infrastructure Committee is to make recommendations on the following matters to the Combined Authority Board:

- The Local Transport Plan
- Bus Strategy
- The transport revenue budget, including any transport levy
- The annual programme of strategic transport projects and the associated capital investment budget
- Borrowing powers exercised as the Local Transport Authority
- Creation of the key route network

### Information

No. of representatives:	1
Meetings per annum:	6
Approved by:	The Council's representative on the Combined Authority Board nominates the representative and substitute to this committee.
Guidance Classification:	Other Public Body
Representative for 2020/21:	Councillor M Howell (Con)

### Report by Representative

#### Councillor Howell

I have attended two meetings of the Combined Authority Executive Committee having been appointed in January 2021. In that time, it is interesting to view and scrutinise the massive work the CA is undertaking throughout Cambridgeshire and Peterborough. Representation is from all District Councils, Peterborough and Cambridgeshire County Council and the Mayor.

# Cambridgeshire and Peterborough Federation of Young Farmers Club

## Background

To provide training and social facilities for young members of the community.

## Information

No. of representatives: 1  
Meetings per annum: 6  
Approved by: Children & Young People Committee  
Guidance Classification: Unincorporated Association Member

Representative for 2020/21: Councillor M Smith (Con)

No report submitted.

# Cambridgeshire and Peterborough Flood & Water Partnership

## Background

The partnership is required by legislation - namely the Flood and Water Management Act 2010.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor T Wotherspoon (Con)

## Report by Representative

### Councillor Wotherspoon

As the Lead Local Flood Authority the county council oversees flood risk management. The partnership brings together Peterborough, the districts, emergency planning, police, fire and rescue, Highways England, our own highways department, Anglian Water, the Environment Agency, engineers of the groups of Internal Drainage Boards, and our Flood and Water team. There are something like 78 flood risk management authorities altogether. I chair this umbrella body, which usually meets three times a year but had an extra meeting at the start of February. We have been collating over 750 reports of flooding since just before Christmas, with about a third of these involving water inside people's houses, and helping agencies prioritise the response and recovery.

# Cambridgeshire and Peterborough NHS Foundation Trust

## Background

Provides mental health and specialist learning disability services across Cambridgeshire and Peterborough. Also provides some specialist services on a regional and national basis. Partners are Cambridgeshire County Council, Peterborough City Council, NHS Cambridgeshire and NHS Peterborough.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Health Committee
Guidance Classification:	Partner Governor on the Council of Governors
Representative for 2020/21:	Councillor G Wilson (LD)

## Report by Representative

### Councillor Wilson

The County Council has delegated the delivery of mental health services and some specified duties to the Cambridgeshire and Peterborough Foundation Trust (CPFT) for people over 18 years with mental health needs. The intention is to ensure delivery of an integrated health and social care service which is so well co-ordinated that it appears to services users and carers it is being delivered by one organisation - seamlessly. As the appointed governor from the County Council, I attend the CPFT Governor meetings. I provide a useful member link between CPFT and CCC and then feedback issues to the council's Adults committee as needed.

# Cambridgeshire and Peterborough Road Safety Partnership Strategic Management Board

## Background

The Partnership (CPRSP) is a public sector initiative formed in April 2007 to provide a single point of contact for the provision of road safety work and information.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Highways & Transport Committee  
Guidance Classification: Other Public Body representative

Representative for 2020/21: Councillor M Shuter (Con)

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No report submitted.

# Cambridgeshire and Peterborough Sustainability and Transformation Partnership Board

## Background

To focus on the medium and long-term strategy of the STP and answer the 'big' questions, to set the vision for Cambridgeshire and Peterborough's population based on health needs, and ensure the programme is structure to enable this to be delivered.

## Information

No. of representatives:	1
Meetings per annum:	TBC
Approved by:	Adults Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor A Bailey (Con)

## Report by Representative

### Councillor Bailey

The STP Board is responsible for the delivery of the NHS Long Term Plan in Cambridgeshire and Peterborough. Lead Members for Adult Social Care in Cambridgeshire and Peterborough were invited to join the Board in January 2018. The Board is made up of stakeholders in health and social care in Cambridgeshire and Peterborough including the NHS Trusts, the CCG and the two upper tier local authorities. The formal Board meetings are open to the public and additional informal meetings are also held in private. On 1st April 2021 the system in Cambridgeshire and Peterborough has been granted Integrated Care System (ICS) status. It is critical that the two upper tier authorities retain a presence on the Board to ensure the voice of social care is represented and that the focus on joined up services is uppermost.

# Cambridgeshire Consultative Group for the Fletton Brickworks Industry (Whittlesey)

## Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor D Connor (Con)

No report submitted.



# Cambridgeshire Horizons Board

## Background

Cambridgeshire Horizons still exists as a Limited company to oversee three “live” Rolling Fund investments, two loans and one equity investment, with an initial total value of £20.5m, to support a number of growth projects and developments around Cambridgeshire.

## Information

No. of representatives:	1
Meetings per annum:	1
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Company Director
Representative for 2020/21:	Councillor I Bates (Con)

## Report by Representative

### Councillor Bates

Meeting convened for 20th April, where the outstanding income will be distributed.

# Cambridgeshire Music Hub

## Background

A partnership of school music providers, led by the County Council, to deliver the government's National Plan for School Music.

## Information

No. of representatives:	2
Meetings per annum:	3
Approved by:	Children & Young People Committee
Guidance Classification:	Other Public Body representative
Representatives for 2020/21:	Councillor L Every (Con) Councillor S Taylor (Ind)

## Reports by Representatives

### Councillor Every

The Cambridgeshire Music Board receives no funding from Cambridgeshire County Council and is a non-profit organisation which is underwritten by Commercial and Investment Committee but is closely aligned to the Children and Young People's Committee as it provides a County educational service. Its major source of funding is the Arts Council. It is the lead organisation working throughout Cambridgeshire County to deliver the work laid out in the National Music Education Plan providing services to settings and children and young people across learning, progression, music-making, targeted inclusion and project work, advisory and training and arts therapies. The Board is committed to working on broadening our reach, including working with children and young people from disadvantaged backgrounds, children at risk of exclusion, children with disabilities and learning difficulties, from ethnic minorities including BAME and Traveller/Gypsy/Roma communities and children in challenging circumstances (such as living in rural areas and/or areas of high deprivation).

The Board meets regularly to look at Board and governance matters, the finance situation, development of and the future programmes, projects, activities and commissions

Although always embracing digital technology in order to facilitate access to music tuition and draw in those students from more deprived areas who do not currently engage with music and/or live further away from where these activities take place, the advent of COVID-19 hastened and developed that process and during the lockdown over 85% of normal delivery was effectively taken up by students and schools. This pattern will be further explored as part of the forward strategy.

The Board is currently seeking bigger premises which will provide greater opportunities for larger performances, rehearsal space of various sizes and instrument storage which will also be a community facility providing opportunities for increased revenue.

### Councillor Taylor

Cambridgeshire Music is the county hub for music education and arts therapies. Creative industries contributed more than £111bn to the UK economy in 2018.

This last year has proven hard for many people, NHS, business and educational organisations. Despite the challenging circumstances, Cambridgeshire Music Hub has continued to deliver a wide range of high quality music education. The hub has shown huge resilience and innovation in swiftly adapting to changing circumstances by increasing its level of digital learning provision. The hub continues and improves to try and reach as many children and young people in the County including NEET.

I definitely have enjoyed my years on the Cambridgeshire Music Hub Board supporting the great work the staff do. Well done to the hub staff that were redeployed to other areas of the Council to help out with the Covid Pandemic. Keep up the great work you all do with the children and young People of Cambridgeshire.

# Cambridgeshire Police and Crime Panel

## Background

The role of the panel is to scrutinise the Police and Crime Commissioner.

## Information

No. of representatives: 3  
Meetings per annum: 7 approximately  
Approved by: General Purposes Committee  
Guidance Classification: Other Public Body representative

Representatives for 2020/21: Councillor D Giles (Ind)  
Councillor M Shellens (LD)  
Councillor S Tierney (Con)

## Reports by Representatives

### Councillor Giles

Little of note happens at the few meetings that are called. This year the PCC Deputy, Ray Bisby, has been the representative and seems to use his role as a barrier between questions put by members and the Police force. Often the answers to the questions we ask is that 'It is an 'operational matter' so cannot be discussed. This I find extremely off putting and unnecessary. Unfortunately we have to agree. But I'm not sure why.

I also find it difficult to come to terms with that we are unable to direct questions to the Chief Constable because that is apparently the role of the Commissioner. Zoom meetings have highlighted the need for better front lighting especially for the Chief Constable. I have commented to the Chief Constable that he needs this front lighting because all we see is a very shadowy outline of (presumably) him. I have mentioned this before, but it remains the same gloomy outline. Perhaps it's intentional.

The proposed merger between the Fire & Rescue service has (thankfully) taken a back seat after the appointment of the Deputy PCC. That meant he could avoid responding to questions about the arrangements with the Fire Service as he did not want to pre-empt his successor.

I feel that this year very little has been achieved but note that the Police precept has risen considerably.

### Councillor Shellens

We have had a "marking time" year as the Acting Commissioner continued for an additional year as the previous election to replace Jason Ablewhite fell victim to Covid's obliteration of elections.

The panel continues to be largely non-political and has continued to be well chaired. The Chief Constable has attended when he can.

It continues to be an almost complete waste of time as we are excluded from “operational matters” and for all important decisions are offered, in effect, a single choice.

The concept is misconceived and should be withdrawn.

### Councillor Tierney

The Committee works well and allows some scrutiny of the work of the PCC and office.

# Cambridgeshire Schools Forum

## Background

The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area.

## Information

No. of representatives:	3
Meetings per annum:	6
Approved by:	Children & Young People Committee
Guidance Classification:	Other Public Body representative

Representatives for 2020/21:	Councillor S Bywater (Con) Councillor P Downes (LD) Councillor S Taylor (Ind)
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## Reports by Representatives

### Councillor Bywater

The forum welcomed the uplift in funding from Government for Cambridgeshire but there still remains significant financial pressure in education due to continuing increases in costs related to High Needs. Needless to say, this has and continues to cause pressure in the High Needs Block and will result in a significant cumulative and underlying deficit being carried forward into 2021/22.

### Councillor Downes

The Schools Forum comprises Heads and Governors from County schools (LA and academy), governors, and unions. There are three places for County Councillors who are non-voting observers though they may speak at the meetings. They are nominated by their political groups. The Schools Forum is an advisory body reporting to the CYP Committee. Its focus is on school funding and it makes recommendations in relation to what little flexibility still remains with the Local Authority.

The main issue this year has been the shortage of fund for the SEND Block. The Schools Forum could have recommended transferring funds from The Schools Block to the High Needs Block but declined to do so, thus increasing the carried forward deficit in that funding stream.

### Councillor Taylor

This past year has been very challenging for all involved in education with the ongoing Covid Pandemic and of course the funding constraints from government for the education sector including SEND funding. I feel it is necessary to be an observer on the Schools Forum as this gives me a perspective from the schools point and how they are coping with the funding situation as well as trying to put information across from Cambridgeshire County Council. I can bring this back to CYP when voting.

## Clay Farm Centre Advisory Group

### Background

The Advisory Group will support and make recommendations to the Centre Manager and /or Partnership review meetings.

### Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor B Ashwood (LD)

### Report by Representative

#### Councillor Ashwood

The Centre has of necessity been closed for large parts of the last 12 months but the Library has been operating 'Select and Collect' and a group of volunteers have been delivering books to those unable to visit in person. Library hours are now back to normal with limits on numbers. The new Medical Centre on the 2nd floor opened in March 2020 and the Centre has been acting as a vaccination hub for a small group of practices.

# Community Safety Partnerships

## Background

Statutory Crime and Disorder Reduction Partnerships (CDRPs, also known as Community Safety Partnerships (CSPs)) were set up in each district council area of Cambridgeshire in 1998 (Cambridge City, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire (Crime Reduction Partnership)). The partnerships are responsible for carrying out a three yearly audit to review the levels and patterns of crime, disorder and misuse of drugs, to analyse and consult on the results, and subsequently develop a three-year strategy for tackling crime and disorder and combating the misuse of drugs.

## Information

No. of representatives:	5 (1 to each District)
Meetings per annum:	3-4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body representative
Representatives for 2020/21:	Councillor A Costello (Con) Councillor L Every (Con) Councillor J French (Con) Councillor E Meschini (Lab) Councillor L Nieto (Con)

## Report by Representatives

### Councillor Costello

The Huntingdonshire Community Safety Partnership has not met since October 2019, when a meeting was held to discuss organising Place Based Boards under the Think Communities banner. This was led by Jo Lancaster, the CEO of Huntingdonshire District Council. The purpose was to amalgamate different partnerships under one Board. This has not yet progressed probably due to the immediate priorities of dealing with the pandemic.

### Councillor Every

The 1988 Crime and Disorder Act (and subsequent related Acts) places a statutory duty on the Police, Local Authorities and Probation, together with Health Authorities and other agencies, to develop and implement a strategy for reducing crime and disorder in their area. Our Partnership has been formed to carry out the provisions of the Act and to prepare and implement a joint crime and disorder reduction strategy in the District with common objectives and targets for the Police, the Local Authorities and other partnership agencies and to implement this strategy within the local community.

The partnership commissions a strategic assessment and ensures it is updated every year. The contents of this form the consultation with the persons and bodies specified by the Home Secretary. There is a Strategy and Annual Rolling programme based on the evidence provided. There are objectives and long and short term performance targets, particularly the reduction of re-offending by adults and young people. We have a monitoring programme and make the resources available (where possible) to implement the plan. Our approach is problem solving and our Delivery Group takes a task and finish approach.



The ECCSP has undergone changes this year, with a new Strategic Board and Delivery Group, meeting 4 times a year rather than the original twice a year. The action plan covers the following themes:

- The 'eyes and ears' EC strategy to raise awareness of all issues pertinent to this programme, deliver training and monitor outcomes
- Transforming lives helping to positively change young people's lives;
- Domestic Violence
- Safer Streets
- Modern Day slavery
- Organised crime and county lines exploitation
- Support for care leavers;
- Hate incidents and discrimination
- SCAMS
- Reducing re-offending
- Anti-social behaviour;
- Community Engagement and Consultation
- Parish and community training
- Investigating Domestic Homicides occurring in the area

As Chair of ECCSP, I also attend the County wide CSP Board meeting 4 times a year where all CSP chairs and agency representatives come together to discuss latest themes and initiatives and report back on area findings and activities.

### Councillor French

There are many partners that attend on a regular basis and feed into the partnership. They all work for the benefit of the community to keep us safe. We meet on a 3 monthly basis and have continued to do so from the first lockdown.

# Conservators of the River Cam

## Background

The Conservators are the statutory navigation authority for Cambridge between the Mill Pond in Silver Street to Bottisham Lock with lesser responsibilities up-stream to Byron's Pool.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Environment & Sustainability Committee  
Guidance Classification: Other Public Body representative

Representative for 2020/21: Councillor A Bradnam (LD)

## Report by Representative

### Councillor Bradnam

The duties and powers of the Conservators are derived from Acts of Parliament, dating back to 1702. Board members are appointed for terms of three years by the City Council (7), University (3), Environment Agency (2) and the County Council (1) and have quarterly public meetings. Income comes from registration of boats and work for the Environment Agency and local authorities through whose land the river flows. The Conservancy is run by the River Manager and five staff. Conservators manage the river between Mill Pool and Bottisham Lock and are the landlord for the towpath from Chesterton to Bottisham Lock. The Council is the tenant and has responsibility for maintenance. Registration income from commercial punts reduced under the pandemic restrictions of 2020 but finances were supported by licence fees arising from the Chisholm Trail Bridge work and sale of the Conservators' House at Clayhithe.

## Duxford Neighbours Forum

### Background

Liaison meeting with the Director of the Museum.

### Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor P McDonald (LD)

### Report by Representative

#### Councillor McDonald

Regular discussions pre and post Lockdowns, including discussion with South Cambridgeshire District Council's business team on development of the JV with Gonville & Caius College.

## Eastern Agri-Tech Programme Delivery Board

### Background

Oversees the spending of the grant funding to develop the agri-tech industry in the corridor from Cambridge to Norwich.

### Information

No. of representatives:	1
Meetings per annum:	12
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor M Shuter (Con)

### Report by Representative

#### Councillor Shuter

The Agri-Tech board meets approximately six times a year or as required to satisfy demand. It distributes Government money by way of grant previously from the LEP, but now under the direction of the Combined Authority.

It has recently been granted further funds from the government.

There are two basic categories of Growth and Innovation and it covers a range of Agricultural and food industries across the East of England.

It works on a “Dragons Den” type of format and the board meets and assesses the merits of each individual application after a presentation from the business concerned.

# East Anglia Reserve Forces and Cadets Association

## Background

To raise, recruit and administer the Territorial Army Volunteer Reserve and Cadet Forces.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Communities & Partnership Committee  
Guidance Classification: Unincorporated Association Member

Representative for 2020/21: Councillor M McGuire (Con)

No report submitted.

# East of England and Local Government Association Children's Services and Education Portfolio Holder Network

## Background

The network brings together the lead members for children's service and education from the 11 strategic authorities in the East of England. It aims to:

- Give councils in the East of England a collective voice in response to consultations and lobbying activity;
- Provide a forum for discussion on matters of common concern and share best practice; and
- Provide the means by which the East of England contributes to the work of the national Local Government Association (LGA) and makes best use of its members' outside appointments.

## Information

No. of representatives:	2
Meetings per annum:	4
Approved by:	Children & Young People Committee
Guidance Classification:	Other Public Body representative

Representatives for 2020/21:	Councillor S Bywater Councillor S Hoy
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## Report by Representatives

### Councillor Bywater

The East of England LGA Children's Services and Education Portfolio-Holder Network has been extremely helpful and I continue to make good contacts. Meeting other lead members across the region is vital, in particular when trying to understand similar pressures as our own. Discussing the way in which these issues are being approached and tackled by other Authorities is extremely thought provoking. For example, Elective Home education and the call for evidence which prompted the CYP committee to look into this and provide some recommendations.

### Councillor Hoy

See report by Councillor Bywater.

# East-West Rail Consortium Central Section Member Steering Group

## Background

The East West Rail Consortium has the objective of promoting and securing a strategic railway connecting East Anglia with Central, Southern and Western England, including a spur to Aylesbury. It brings together local authorities and local enterprise partnerships, as well as Network Rail and the Department for Transport, in a collaborative partnership that has actively supported the development and delivery of East West Rail for over 20 years. 2019 is a pivotal year for East West Rail, with the public inquiry into the Transport and Works Act Order for the western section, and the East West Railway Company consulting on route options for the central section between Bedford and Cambridge.

## Information

No. of representatives:	1
Meetings per annum:	To be agreed
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor I Bates (Con)

## Report by Representative

### Councillor Bates

This company is undertaking a consultation, due end of April – something to keep an eye on as to where the new stations will be i.e. Cambourne, St Neots.

# England's Economic Heartland Strategic Alliance Strategic Transport Forum

## Background

England's Economic Heartland (EEH) is the Sub-national Transport Body for the Oxford-Cambridge Arc and surrounding areas. The Strategic Transport Forum allows partners to work together with one voice when formulating policy.

## Information

No. of representatives:	2
Meetings per annum:	To be agreed
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body representative

Representatives for 2020/21:	Councillor S Count (Con) Councillor I Bates (Con)
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## Report by Representative

### Councillor Bates

They have been consulting on transport policies for this corridor.

### Councillor Count

Initially founded as a strategic transport group, a concentration of strategic authorities, this increased its self-determined role into a powerful economic driver of the Heartlands economies. Cambridgeshire has been fully involved, regularly attending and very supportive. Some of our closest County individual leader relationships have been formed here. This powerful group has successfully garnered Government attention by securing investment into the Oxford to Cambridge Arc. Now secured, the alliance is the (Non-statutory or shadow) sub national transport body. Government has pushed more of its activity through the Arc body. I am appointed to the executive of the Oxford to Cambridge Arc, onto the executive, by the Combined Authority. Which is considering how, (possibly through growth boards) to fully deliver the potential of economic growth across the ARC.



## ESPO Finance and Audit Sub-Committee

### Background

This is a Sub Committee of the Eastern Shires Purchasing Organisation (ESPO) Management Committee, which is a local authority purchasing consortium made up of the following six local authorities: Cambridgeshire County Council, Leicestershire County Council, Lincolnshire County Council, Norfolk County Council, Peterborough City Council and Warwickshire Council.

### Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	General Purposes Committee
Guidance Classification:	Other Public Body representative
Representative for 2020/21:	Councillor M Howell (Con)

### Report by Representative

#### Councillor Howell

The purpose of the Finance and Subcommittee is: -

- To understand the financial planning process undertaken by ESPO.
- To support the financial planning process by reviewing the content and presentation of draft financial plans for the Management Committee.
- To contribute to the setting of financial performance targets and the monitoring of efficiencies.
- To receive and review regular reports on monitoring of budgets and performance and other financial management.
- To receive and review audit and governance reports.

To date, February 2021, the finances of ESPO have been in good order and all audit recommendations have been adopted. They was no serious issues to note.

## ESPO Management Committee

### Background

Purchasing and contracting service for 10 member Authorities.

### Information

No. of representatives: 2  
Meetings per annum: 4  
Approved by: General Purposes Committee  
Guidance Classification: Other Public Body representative

Representatives for 2020/21: Councillor I Bates (Con)  
Councillor M Howell (Con)

### Report by Representative

#### Councillor Howell

ESPO is a public sector owned, Cambridgeshire, Leicestershire, Lincolnshire, Norfolk, Warwickshire County Councils, and Peterborough City Council, professional buying organisation, specialising in providing a wide range of goods and services to the public sector for 40 years. ESPO offer a comprehensive, one-stop shop solution of over 25,000 catalogue products, 120 frameworks and bespoke procurement services.

**Financial:** Despite the challenges of COVID 19 ESPO is set to record a trading surplus of £4m for the trading year 2020-21. This will see a profit level of some 80% of what was planned prior to the onset of COVID. The rebate income as a result of the public sector accessing ESPOs procurement solutions has achieved a record high at £8.3m and ESPO now has approximately 2.5bn public procurement expenditure under management.

**Operations:** ESPO has worked hard to manage product availability throughout the last year and has consistency achieved its 98 per cent stock availability target from its product lines of circa 10,000 in its Enderby Warehousing.

Sickness absence has continued to be well managed and ahead of the corporate targets set by the Servicing Authority. Over the last three years sickness at ESPO has reduced by approximately 40% as a result of concerted management effort. COVID absence has attributed at a rate of approximately 20 per cent of all sickness absence in 2020.

ESPO has run a COVID secure site over the trading year and has never ceased operating its warehousing and logistics operations. There have been additional calls on ESPO such as supporting PPE procurement and distribution and food parcels to the vulnerable. Costs have been well managed although there has been some relative inefficiencies from working in the adjusted ways e.g. less pick rates per hour.

The office staff have been largely working from home on a flexible basis and have been supported by the internal IT team to make this as seamless as possible. Some key roles have continued on site such as Facilities and Management and Health and Safety and Customer Services teams - albeit under the new COVID guidelines.

#### Key Projects:

ESPO successfully went live in April with a new single web platform as part of its digital agenda. The new website has enhanced functionality and brings together two (outdated) websites.

Planning permission for a new warehousing site has been lodged with/via Leicestershire County Council following approval of the full business case for expansion by ESPO Management Committee.

International sourcing and sales ambitions continue with the first dedicated international catalogue being produced and growing sales internationally, albeit set back by the COVID trading year.

The MySchoolFund initiative with Sainsbury's Argos has been launched allowing schools, parent and ESPO to receive cash back from everyday expenditure within store. To date nearly 1,000 schools have signed up to be part of the free of charge scheme and it is set to grow further in 2021.

Building on the success of the Sainsbury's Argos venture, ESPO are examining another national company to partnership with. This will be to considering exploring another area of the market which would bring benefit to both companies

Cambridgeshire County Council Currently holds the Chairmanship of ESPO which is relinquished in June 2021.

## ESPO Shareholder Representative

### Background

Representing Cambridgeshire's interests with respect to ESPO Trading Limited.

### Information

No. of representatives:	1
Meetings per annum:	-
Approved by:	General Purposes Committee
Guidance Classification:	Other Public Body Representative (the Council partly owns ESPO Trading Limited (less than 20%) so the Councillor is the shareholder representative)

Representative for 2020/21:	Councillor M Howell (Con)
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### Report by Representative

#### Councillor Howell

Set up in 2018, ESPO Trading Limited is the a private trading arm owned by ESPO the Consortium that gives the opportunity for ESPO to bring its services to a wider audience outside of designated public bodies. Each of the six member authorities are equal shareholders in ESPO Trading Limited and shareholder representatives (Elected Members) will be responsible for taking strategic decisions and agreeing the Annual Business Plan for the Company.

The Trading Company is doing well and is able to explore markets not normally approached by ESPO. Overseas development is a subject that is now being viewed and a Non-Executive Director has been appointed with particular skills in that sphere.

## F40 GROUP

### Background

F40 represents a group of the poorest funded education authorities in England where government-set cash allocations for primary and secondary pupils are the lowest in the country.

### Information

No. of representatives:	1
Meetings per annum:	To be agreed
Approved by:	Children & Young People Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor P Downes (LD)

### Report by Representative

#### Councillor Downes

The F40 group is a consortium of the counties who have traditionally been the worst funded for education. In fact there are now 42 members, most of them Conservative-controlled since, historically, Conservative councils spent relatively rather less on education. The group meets quarterly to discuss strategies for increasing pressure on government to improve their distribution mechanism; we receive a weekly up-date of newspaper articles on school funding; F40 meets from time to time with government officials and ministers. Cambs CC pays a subscription of £500 per year which enables F40 to have a part-time paid secretary. This was reduced in the current year but the full fee will be asked for in April 2021.

F40 has a mixture of elected councillors and specialist LA funding officers

F40 has continued to meet during the last 12 months of lockdown. I have attended a every meeting. After each meeting I report back to Jonathan Lewis.

Government budgets are under enormous strain at the moment and that will no doubt have an impact on education, so it's important that F40 continues to monitor the situation and speak up for schools and the need for more funding in the future.

The two main issues of the last year have been:

- a) The shortfall in funding for Special Needs SEND. This is acute in most LAs and many, including Cambridgeshire, are carrying forward a deficit under h this heading. Six LAs are in an even worse position than we are.
- b) Response to consultation on sparsity. As this affects quite lot of schools in Cambridgeshire, I am reproducing in full the F40 comments as an example of the detailed and specialist work undertaken by the F40 group:

Disagree with the DfE statement that recent changes to the formula have already made the funding system fairer, allocating funding based on schools' and pupils' needs and characteristics – not accidents of geography and history. The introduction of the minimum funding level factor has, in many cases, made pupil needs and characteristics irrelevant to funding.

Disagree that the decision to increase the minimum funding level factor for primaries had a significant positive impact on small schools. They would not be eligible as the lump sum means their average funding per pupil is too high to be eligible. Indeed, in the rare event of a school being eligible for MFL top up, any increases in the sparsity value would be lost through a corresponding reduction in top up.

Further consideration should also be given to the impact of the Minimum Funding Guarantee, where schools become eligible or see an increase in funding as the impact of adjusting baseline funding may result in unintended losses in funding.

Consider the proposals in themselves don't present particular concerns and do aid some schools, but don't address the underlying issue of ensuring sufficient funding is provided to 'all' necessary small schools to compensate for their inability to achieve economies of scale or as the consultation states, attract additional pupils. We recognise the challenge in defining this, however, the Department should look to review the alignment of which schools are eligible for funding through this factor with the list of schools they have identified as rural to assess whether further amendments can be made to the methodology. <https://www.gov.uk/government/publications/rural-primary-schools-designation>.

The current system does not take account of small schools that are close to another school, but are potentially necessary as they don't offer an easy option to consolidate. Scenarios could include schools of different faiths, a junior school where the next nearest is a (full) primary or even simply where two schools are close to each other, but both are fairly well attended and necessary as there are insufficient places at one of the schools to enable the other to close.

The current factor considers sparsity, not rurality, and proposals will not help many small schools to ensure their future sustainability.

Schools supporting sparse and rural areas form a vital part of the local community and we believe there should be a factor in the formula to recognise necessary small schools.

Significant efficiencies have already been achieved by these schools and it's becoming impossible for them to find further efficiencies, therefore, unless an approach to further funding is found, the Department, as a consequence, is in conflict with its own policy around a presumption to avoid rural school closures, as this will become unavoidable.

We recognise the challenge in defining this, however, the Department should look to review the alignment of which schools are eligible for funding through this factor with the list of schools they have identified as rural to assess whether further amendments can be made to the methodology. <https://www.gov.uk/government/publications/rural-primary-schools-designation>

A possible option to address the rurality issue could be a small reduction in the distance criteria, which would result in a small but significant increase in the number of schools eligible (Q9). We would suggest a distance criteria perhaps of 1.5 miles.

Another issue with the current formulae is the “cliff edge” created with the factors used, meaning schools in and out of eligibility for funding each year, such as pupil living locations, also adds unhelpful instability and adds to the uncertainty around long-term sustainability. With funding increases for small schools, typically below inflation, viability questions will continue to grow, therefore, greater funding certainty would be welcomed and could perhaps be accommodated through the use of average data over a period or some form of protection mechanism.

The option to reduce the distance criteria may also offer a solution in part as this could be used to taper funding further, removing a “cliff edge”.

Consideration as to whether home to school transport criteria around safe walking routes could be incorporated within the formula as this is an important factor in considering the necessity of a small school. Indeed, if a lack of funding for small rural schools resulted in closures, this would have an adverse impact on public spending as it would increase the cost of home to school transport.

The nature of the roads should also be considered when using road distance. In calculating road distance, it should only include roads of a reasonable classification e.g. not including farm tracks. Travel time may also be another consideration, comparing rural roads to more major travel routes. A 1.8-mile journey along some routes may take far longer than a 4-mile journey along other routes.

Some ongoing dialogue or amendment process for LAs is likely to be necessary as local knowledge may remain a factor in certain instances. For example, the change of a road layout or even location of an entrance to a school could have a bearing on eligibility for funding.

It's unclear as to the evidence base of the current level of sparsity funding and why a further £10,000 equates to the value of the lost economies of scale, therefore, a bottom up approach to this factor and the wider formula should be considered.

An alternative option to addressing the pressure faced, particularly by necessary small schools, would be to remove the lump sum and sparsity from the minimum funding level (MFL) formula as this funding artificially increases the per pupil funding in small schools. The current approach leads to inequity, with sparse schools having to use this additional funding to offset diseconomies of scale, whereas schools in receipt of MFL funding can direct this top-up towards increasing basic entitlement funding beyond a level a small school could afford.

Further thought is also required regarding the potential funding for sparsity for new schools as they grow and how this aligns with growth funding for diseconomies of scale. Another potential area for consideration is appropriateness of providing sparsity funding where the school is full, however, the operating model is designed to be below the average number of pupils per year group.

# Fenland Association for Community Transport (FACT) Board

## Background

The purpose of the Board of FACT is:

- a) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and
- b) to steer FACT (and HACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Member of a Management Board of a "Registered Society" under the Co-operative and Community Benefit Society Act 2014

Representative for 2020/21:	Councillor C Boden (Con)
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## Report by Representative

### Councillor Boden

Fenland Association for Community Transport Ltd (FACT) was established in 1989 as a registered Industrial & Provident Society (later redesignated as a Registered Society). Together with HACT (Huntingdonshire) and ESACT (Ely & Soham) it was the subject of a County Council investigation which concluded in 2018 that the jointly run FACT/HACT/ESACT organisation had, in whole or in part, wrongly used funds meant for community transport to cross-subsidise commercial work. Within a short period of time the management of the organisation was replaced and all of the long-standing directors resigned.

Since then it's been widely reported in the local press that the police had been called in by the new management team and that a (second) police enquiry (named "Operation Dearborn") had been established, focusing on the former manager of the organisation in relation to personal financial transactions during the period from 2012 to 2018.

To the best of my knowledge, consideration of those matters is ongoing by the relevant authorities.

Following the introduction of a new management team, the Registered Society reverted exclusively to its charitable roots.

During the last year, the organisation has been very active, concentrating upon COVID-19 related work for the community, providing food and medicine shopping, a food bank, a new befriending club and a community hub.

In the last year the activities of FACT and ESACT have been merged into the HACT charity, and HACT has been re-named "FACT Community Transport" under the same Charity Commission Registration number that HACT had operated under.



The Registered Society "Fenland Association for Community Transport Ltd" is no longer operational, but CCC should continue to make an appointment to the Board until the Registered Society is formally dissolved, to ensure that all outstanding matters are properly managed.

# Great Fen Steering Committee

## Background

Steering Group to oversee and guide the development of the Great Fen Project.

## Information

No. of representatives:	1 (observer status)
Meetings per annum:	6
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor A Costello (Con)

## Report by Representative

### Councillor Costello

The Great Fen Steering Committee used to meet four times in the year at various locations, sometimes for a few hours to deal with business and other times for the whole day which would include a workshop, however, this has not happened during the pandemic and all meetings have been virtual. During the lockdowns, the Great Fen was still open to the public and many people took advantage of being able to walk during the countryside admiring the vast array of fauna, wildlife birds and insects. The volunteers were unable to help during the pandemic which put extra strain on employed staff to undertake existing programmes of work whilst looking to build for the future with other organisations to create a Fens Biosphere.

# Greater Cambridge Joint Local Planning Advisory Group

## Background

To facilitate a shared policy position on the development of the new Greater Cambridge Local Plan.

## Information

No. of representatives:	1
Meetings per annum:	TBC
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Unincorporated Association Member
Representative for 2020/21:	Councillor T Wotherspoon (Con)

## Report by Representative

### Councillor Wotherspoon

I am the sole county council representative on this group, along with three Cambridge City councillors and three South Cambridgeshire District Councillors. The two principal workstreams are: the North East Cambridge Area Action Plan, comprising the Cambridge Science Park, St John's Innovation Park, the rest of the land around Cambridge North station and the land to be vacated by the relocation of the Anglian Water Cambridge Waste Water Treatment Plant; and the next iteration of the joint Local Plan for Cambridge and South Cambridgeshire. The year's principal milestones were publication of responses to the Call for Sites in the middle of September and 2,000 pages comprising much of the evidence base on which the new Local Plan will be based, such as the integrated water management study, transport baseline, infrastructure delivery plan, green infrastructure opportunity mapping, viability assessment and sustainability appraisal.

# Greensand Country Landscape Partnership

## Background

The Greensand Country Landscape Partnership has been formed by a range of partners in the area to work with landowners and local communities and help make Greensand Country a living and working landscape that is cherished by present and future generations.

## Information

No. of representatives:	1
Meetings per annum:	To be agreed
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative

Representative for 2020/21:	Councillor S Kindersley (LD)
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## Report by Representative

### Councillor Kindersley

From a Cambs perspective, Sustrans has been working with the Greensand Country Landscape Partnership to extend the existing Greensand Cycleway, which previously ended in Sandy, up to Gamlingay in the east, so that it finishes (or starts, if you are riding from east to west) in the same place as the Greensand Ridge Walk. Signage is being installed in Gamlingay. This year's Greensand Country Festival (with new sponsor Mulberry Homes) will take place across the landscape, from Leighton Buzzard to Gamlingay, throughout May. The festival is a celebration of the distinct Greensand Country and helps to encourage those living within the area to get out and explore the outstanding countryside on their doorstep. The festival will showcase a diverse and exciting programme of events and activities, with something to suit every interest.

# Growing Fenland Project Delivery Stakeholder Groups

## Background

A Cambridgeshire and Peterborough Combined Authority Funded Master Planning Group.

Stakeholder groups:

- Chatteris
- March
- Whittlesey
- Wisbech

## Information

No. of representatives: 4  
Meetings per annum: To be agreed  
Approved by: Environment & Sustainability Committee  
Guidance Classification: Other Public Body Representative

Representatives for 2020/21: Councillor C Boden (Con)  
Councillor J French (Con)  
Councillor A Hay (Con)  
Councillor S Tierney (Con)

## Reports by Representatives

### Councillor Boden

I was appointed as the CCC representative to the Whittlesey Stakeholder Group for the Growing Fenland project. The million pounds of capital funding made available was allocated to three projects: a new Whittlesey Heritage Centre (next to the internationally important Must Farm bronze age site), a Whittlesey Heritage Walk/Cycle route and £100,000 towards the capital costs associated with decriminalising on-street parking regulation enforcement in the town. The remaining £124,000 is being allocated in May to local businesses in Whittlesey which are bidding for capital grants towards restart or expansion costs. The Group will continue to meet to oversee the implementation of the funding decisions.

### Councillor French

Significant capital funding had been made available to Fenland District Council via Cambridgeshire & Peterborough Combined Authority ( CPCA ) Market Towns Initiative which has been given the name Growing Fenland.

CPCA made funding available through their Market Towns Initiative to deliver the priorities outlined in the Growing Fenland Towns plans.

Changes to the original programme included.

Capital funding available had doubled to £1M (ring fenced for each Town)

Capital funding to be spent by March 2022.

A commitment of £50,000 was made by the CPCA to produce a masterplan for each Town.

The master planning project was given a working title of Growing Fenland which linked the proposed growth of the local economy to our important agricultural heritage.

Four Town masterplans were produced, following the process outlined in the Growing Fenland- Town Reports. Paper tabled at the FDC Cabinet meeting held on 9<sup>th</sup> January 2020.

All four Town reports were approved at several formal meetings from October 2019 to January 2020 which included.

FDC Cabinet 09.01.20

CCC Communities & Partnership Committee 23.1.20

CPCA Board meeting 29.01.20

Growing Fenland bids

The Growing Fenland Towns teams had regular meetings to discuss and submit bid applications to the CPCA to draw down the £1M funding allocated to each Town.

Listed below are the schemes.

Whittlesey. Interactive Flood Signs £56,000

Whittlesey Heritage Visitors Centre £500,00

Whittlesey Heritage Walk £218,169

Whittlesey Business Capital Grant £124,331

Wisbech Footfall Counters £19,500

Wisbech replacement Shop watch radios £33,800

Wisbech capital Grant scheme £200,000

All four Towns agree to contribute £100,00 each to introduce Civil Parking enforcement across the District. £400,00 in total.

March team decided only to allocate £100,000 for CPE as we were waiting for the outcome of the bid from Central Government re the High Street bid.

March funding.

£900,000 CPCA Market Town Fund for March

£1,100,000 CPCA additional support grant.

£6,447,129.000 MHCLG Future High Street Fund grant

Total project. £8,447,129.

## Councillor Tierney

This committee meets infrequently but its work is important and I have found it interesting and useful.

# Hinchingbrooke Country Park Joint Group

## Background

To monitor the operation of Hinchingbrooke Country Park.

## Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor A Costello (Con)

## Report by Representative

### Councillor Costello

The Hinchingbrooke Country Park Joint Group meet twice a year, October and March and I last attended on 12th March of this year. The park had been open throughout the lockdowns although the Café and Visitor Centre were not available to the public. Rangers have found their workload increased as volunteers were unable to attend. There has been a general increase in visitors during the pandemic seeking to exercise and enjoy the fresh air. During the summer of 2020, 2 outdoor cinemas were organised which were extremely popular and helped to raise vital funds lost through the closure of the Café and Visitor Centre. Staff also used their website to maintain contact and provide information on what was available during this time.

# Huntingdon Association for Community Transport (HACT) Board

## Background

The purpose of the Board of HACT is:

- c) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and
- d) to steer HACT (and FACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Trustee of a Charity
Representative for 2020/21:	Councillor C Boden (Con)

## Report by Representative

### Councillor Boden

Huntingdonshire Association for Community Transport (HACT) is a Charitable Incorporated Organisation registered with the Charity Commission since 2013. Together with FACT (Fenland) and ESACT (Ely & Soham) it was the subject of a County Council investigation which concluded in 2018 that the jointly run FACT/HACT/ESACT organisation had, in whole or in part, wrongly used funds meant for community transport to cross-subsidise commercial work. Within a short period of time the management of the organisation was replaced and all of the long-standing trustees resigned.

Since then it's been widely reported in the local press that the police had been called in by the new management team and that a (second) police enquiry (named "Operation Dearborn") had been established, focusing on the former manager of the organisation in relation to personal financial transactions during the period from 2013 to 2018.

To the best of my knowledge, consideration of those matters is ongoing by the relevant authorities. All relevant matters were also reported by the new management to the Charity Commission.

Following the introduction of a new management team, the charity has reverted exclusively to its charitable roots and is now running healthily.

During the last year, the charity has been very active, concentrating upon COVID-19 related work for the community, providing food and medicine shopping, a food bank, a new befriending club and a community hub.

In the last year the activities of FACT and ESACT have been merged into the HACT charity, and HACT has been re-named "FACT Community Transport" under the same Charity Commission Registration number that HACT had operated under.



This is a continuing charitable enterprise to which CCC should continue to appoint a representative. However, that appointment should be in the new name of "FACT COMMUNITY TRANSPORT"

# Huntingdon BID Board

## Background

BID is the town management vehicle for Huntingdon. It is an arrangement where businesses in a defined area agree improvements they want to make, over and above what the public agencies have to do. The fund is ring fenced and used solely to deliver the agreed set of projects and activities voted on by the businesses within the BID area.

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## Information

No. of representatives:	1
Meetings per annum:	10
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor T Rogers (Con)

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## Report by Representative

Councillor Rogers

No meetings called, as far as I am aware.

# Huntingdon Freeman's Trust

## Background

A charity assisting individuals and organisations falling within the Huntingdon Town Council area only.

## Information

No. of representatives:	1 (4 year appointment)
Meetings per annum:	11
Approved by:	Communities & Partnership Committee
Guidance Classification:	Trustee of a Charity
Representative for 2020/21:	Councillor M Shellens (LD)

## Report by Representative

### Councillor Shellens

Discussion continues to be non-political as we concentrate on those in need in Huntingdon.

Grants have been provided for people requiring white goods/ carpets etc, a modest provision to students reducing the cost of Uni, a regular grant to local schools to provide a little extra budget and help to those with mobility issues who require scooters. Each grant is subject to individual scrutiny.

More recently, consideration has been given to providing longer term (3 year) resources in the areas of early years and mental health. This will facilitate the deployment of additional resources in these two troubling areas.

# Hunts Forum of Voluntary Organisations

## Background

Hunts Forum of Voluntary Organisations is an umbrella body for voluntary and community groups in Huntingdonshire. It is an independent, non-profit making group formed from a coalition of local voluntary organisations and run by an elected committee of voluntary sector representatives. It supports voluntary and community organisations with information, advice and training.

## Information

No. of representatives:	2
Meetings per annum:	4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body Representative
Representatives for 2020/21:	Councillor A Costello (Con) Councillor S Criswell (Con)

## Report by Representatives

### Councillor Costello

Hunts Forum of Voluntary Organisations is an umbrella group that supports as the title suggests local voluntary organisations, not just in Huntingdonshire but in other areas of the county as well. As with all organisations, Hunts Forum has had to adapt to the changes brought about by the pandemic and much of their work is now undertaken virtually or by phone, in particular training and advice sessions. Some staff were furloughed as the Maple Centre, where they are based could not open and therefore revenue was also lost from those who rented out the rooms. The organisation was able to take advantage of the grants offered by the government and so is still financially viable and looking forward to being able to re-open the Maple Centre and continuing to offer support to all voluntary organisations.

### Councillor Criswell

Hunts Forum delivers support for voluntary organisations and parish councils across the county. They receive funding from HDC and us at CCC. They provide advice, training and help access funding. They also lobby locally and nationally on behalf of the VS. The CEO sits on strategic bodies and is therefore able to provide valuable feedback in both directions. Hunts forum is also a partner in the Support Cambridgeshire contract that CCC commissions. I attend Board meetings as a non-voting member on behalf of CCC. This provides useful linkage with the VS and gives me oversight of activities that we help fund.

# King Edward Community Centre Association

## Background

Leases and manages the King Edward Community Centre in Chatteris.

## Information

No. of representatives: 1  
Meetings per annum: TBC  
Approved by: Communities & Partnership Committee  
Guidance Classification: Trustee of a Charity

Representatives for 2020/21: Councillor A Hay (Con)

## Report by Representative

### Councillor Hay

The Chatteris King Edward Centre is run by a Board of Trustees of which I am one. Also on the Board of Trustees are representatives from Fenland District Council and Chatteris Town Council. The Centre is a Community asset which is supported by an annual grant from the Town Council and is available for receptions, parties, conferences, and training events etc. Rooms are hired out for a wide range of organisations from Pre-school to U3A, The WI to a Community Church, and Short Mat Bowls to the Community Cinema. There truly is something for every age group and interest.

In previous years we had a total of 23 organisations/community groups who used the centre. Due to Covid 19 restrictions over the past year the centre was closed in March 2020 re-opening in July 2020 for educational purposes only, then closed again in November 2020 re-opening again for educational purposes only in January 2021. As things stand we are currently looking to open for all Centre users on May 17th when the current lockdown restrictions are further eased. As well as running the Centre, members of the Committee Publish a Quarterly Newsletter, "Chatteris Centre Point" this however was put on hold after the last publication in Dec 2019, this in part was down to businesses withdrawing advertising and volunteer deliverers being hesitant due to the pandemic and has yet to restart.

Covid 19 has impacted on the Finances of the Centre with takings down by £22,000 this has been offset to a certain extent by FDC business Covid grants and The Government furlough scheme..

# LGSS Law Limited

## Background

Company jointly owned by West Northamptonshire Council, North Northamptonshire Council, Central Bedfordshire Council and Cambridgeshire County Council to provide legal services to the owner councils and to other organisations within the public sector and not for profit sector.

## Information

No. of representatives:	1 (Consultee member)
Meetings per annum:	4
Approved by:	General Purposes Committee
Guidance Classification:	Other Public Body Representative (Council's representative on a company it part owns)

Representative for 2020/21:	Councillor C Boden (Con)
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## Report by Representative

### Councillor Boden

LGSS Law Limited is a social enterprise law firm.

LGSS Law Ltd was set up in 2014 as a jointly owned Limited Company (since 2016 it has been one-third owned each by CCC, Northamptonshire County Council and Central Bedfordshire Council). The Company is a Teckal Company, providing legal services primarily to the three local authority members. So long as at least 80% of a Teckal Company's turnover is derived from its members, there is no need for the member councils to go through procurement procedures to use the company's services.

Three years ago the Company's management was in a poor state, leading to a loss of £1.209m being incurred in 2018-19 and a significant deficit being carried forwards in the P&L reserve. There was a change in management and we appointed a very experienced non-executive Chairman, Professor Stephen Mayson, to help guide the Company back to profitability. Financially and operationally, the last 12 months have been very successful for LGSS Law Ltd. In the year to 31st March 2021 (for which accounts are yet to be audited) the Company significantly improved its financial performance, almost completely wiping out the P&L deficit inherited from 2018-19. I now anticipate the continuing profitability of the Company will permit dividends to be paid to the members, including CCC, from 2021-22 onwards.

In the last month, because of the abolition of Northamptonshire County Council, its one third shareholding has been split between the two successor Unitary Authorities, so the Company now has four shareholder Councils, although CCC's one-third share of the Company remains unchanged.

In April 2021 it was announced at the Cambridgeshire Legal Society Legal Awards ceremony that LGSS Law Ltd had received the accolade of "Law Firm of the Year" - a remarkable turnaround in less than three years!

## Local Safeguarding Children’s Board

### Background

LSCBs have been established by the government to ensure that organisations work together to safeguard children and promote their welfare. In Cambridgeshire this includes Social Care Services, Education, Health, the Police, Probation, Sports and Leisure Services, the Voluntary Sector, Youth Offending Team and Early Years Services.

### Information

No. of representatives:	1
Meetings per annum:	-
Approved by:	Children & Young People Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor S Bywater (Con)

### Report by Representative

#### Councillor Bywater

The Local Safeguarding Partnership is the primary forum where all key agencies involved in the safeguarding of children meet, discuss local and national developments in relation to securing the best outcomes for vulnerable children and young people, and hold one another to account with respect to practice issues. The partnership is established in line with statutory guidance [Working Together to Safeguard Children, 2018] and it is essential that the chair of the Children and Young People Committee attends the partnership board.

## London Stansted Corridor Consortium Board

### Background

A group of authorities and organisations in a corridor from London to Cambridge and Peterborough who are lobbying for improved infrastructure and connectivity.

### Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor I Bates (Con)

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No report submitted.



## Manea Educational Foundation

### Background

Established to provide grants and financial assistance for people up to the age of 25 years living within the Parish of Manea.

### Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	Communities & Partnership Committee
Guidance Classification:	Unincorporated Association Member
Representative for 2020/21:	Councillor D Connor (Con)

No report submitted.

# March Educational Foundation

## Background

Provides assistance with the education of people under the age of 25 who are resident in March.

## Information

No. of representatives:	1 (5 year appointment)
Meetings per annum:	3-4
Approved by:	Children & Young People Committee
Guidance Classification:	Trustee of a Charity

Representative for 2020/21:	Councillor J Gowing (Con)
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## Report by Representative

### Councillor Gowing

This has been a difficult year with Kit Owen, the Chairman, sadly passing away due to Covid.

Martin Field was elected as the new Chairman and we have continued meeting via Zoom. The bequest from the late Patsy Brewin consisting of property and land with building permission is in the process of being sold. Monies from this will be used to assist students from Neale-wade with their higher Education.

# Natural Cambridgeshire

## Background

Natural Cambridgeshire consists of a broad range of local organisations, businesses and people whose aim is to bring about improvements in their local natural environment.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative

Representative for 2020/21:	Councillor T Wotherspoon (Con)
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## Report by Representative

### Councillor Wotherspoon

My first Board meeting was on 2 February. Its governance review had completed transition to a Charitable Incorporated Organisation on 8 January. Discussion of measuring natural capital and the metric for applying biodiversity net gain policies. With perfect timing, during the meeting the Royal Society had hosted publication by the government of the final report (a mere 610 pages) of the Independent Review on the Economics of Biodiversity, led by Professor Sir Partha Dasgupta (Frank Ramsey Professor Emeritus, University of Cambridge). The Review examines and highlights the institutional and systemic changes required of the private and public sectors, in order that balance can be restored to the natural world, of which we are all a part and upon which we rely to prosper.

# Needham's Foundation, Ely

## Background

Needham's Foundation is a Charitable Trust, the purpose of which is to provide financial assistance for the provision of items, services and facilities for the community or voluntary aided schools in the area of Ely and to promote the education of persons under the age of 25 who are in need of financial assistance and who are resident in the area of Ely and/or are attending or have at any time attended a community or voluntary aided school in Ely.

## Information

No. of representatives:	2
Meetings per annum:	2
Approved by:	Children & Young People Committee
Guidance Classification:	Trustee of a Charity

Representatives for 2020/21:	Councillor A Bailey (Con) Councillor L Every (Con)
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## Reports by Representatives

### Councillor Bailey

This is a great charity benefiting children and young people educated in Ely in the state sector with costs for additional educational activities as well as provision of grants to state maintained schools. Over the last year the charity has also been able to offer continued support to the Bishop Laney Sixth Form in Ely with the provision of bursaries for young people to be able to continue their education in East Cambs. It is a hugely worthwhile organisation and a pleasure to have been involved.

### Councillor Every

This is a local charity run by Trustees which provides grants to schools and young people who live, have lived or go to school in Ely. The schools provide annual plans and request funding, usually for facilities that cannot be funded from the school's budget, thereby adding value to the young people's experiences, eg audio visual equipment for a school hall. The Foundation receives applications from individual students requesting funds that are applicable to their studies, eg a lap top for studies, travelling, or uniforms. Parents and carers are requested to provide information on their income and decisions are usually made for the benefit of those who are more disadvantaged. They provide 10 bursaries a year for those students in the Bishop Laney 6<sup>th</sup> form who have been on Free School Meals or the Pupil Premium and needing support to continue studying.

They are currently in the process of realising assets which can be added to the fund in order to support more young people in the area. New criteria resulting from Covid is likely to be implemented.

# Needingworth Quarry Liaison Group

## Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## Information

No. of representatives: 4  
Meetings per annum: 2  
Approved by: Environment & Sustainability Committee  
Guidance Classification: Other Public Body Representative

Representatives for 2020/21:  
Councillor S Criswell (Con)  
Councillor P Hudson (Con)  
Councillor K Reynolds (Con)  
Councillor M Smith (Con)

## Report by Representative

### Councillor Criswell

Needingworth Quarry Liaison Group provides a valuable interaction with;

- 1) Hanson, whose site is one of the largest in the country and provides minerals for many infrastructure projects. It provides a forum for discussing HCV movements;
- 2) The RSPB, who oversee the site restoration to develop a large wildlife reserve with reed beds of national significance. This includes plans for public access, visitor centres etc.
- 3) Local parish councils – allowing discussion on any local concerns or problems associated with the site.

# North West Anglia NHS Foundation Trust Council of Governors

## Background

The North West Anglia NHS Foundation Trust was formed on 1 April 2017. The trust runs three busy hospitals – Peterborough City Hospital, Hinchingsbrooke Hospital and Stamford & Rutland Hospital. Governors are the 'voice' of members of partner organisations in the running of the hospitals, so that hospital services always reflect the needs and expectations of local people.

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No report submitted.

## Information

No. of representatives:	1
Meetings per annum:	To be agreed
Approved by:	Health Committee
Guidance Classification:	Other Public Bodies (Partner Governor)
Representative for 2020/21:	Councillor T Sanderson (Ind)

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## Parking and Traffic Regulations Outside London Adjudication Joint Committee (PATROL) & Bus Lane Adjudication Joint Committee (BLASJC)

### Background

PATROL represents over 300 local authorities in England (outside London) and Wales

### Information

No. of representatives:	1
Meetings per annum:	As required
Approved by:	Highways & Transport Committee
Guidance Classification:	Other Public Body Representative

Representative for 2020/21:	Councillor A Taylor (LD)
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No report submitted.

# Peterborough and Cambridgeshire Community Covenant (Military) Board

## Background

The Armed Forces Covenant Board aims to improve the outcomes and life choices of military personnel, reservists, their families and veterans living in Cambridgeshire and Peterborough. The Covenant Board also aims to enhance the relationship between civilian and military communities.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor M McGuire (Con)

No report submitted.



# Ramsey Wind Farm Community Benefit Fund Advisory Group

## Background

To provide a community benefit fund of £40,000 for community projects within the Parish boundaries of Ramsey, Bury, Upwood and the Raveleys.

## Information

No. of representatives:	2
Meetings per annum:	1
Approved by:	Communities and Partnership Committee
Guidance Classification:	Other Public Body Representative
Representatives for 2020/21:	Councillor A Costello (Con) Councillor T Rogers (Con)

## Report by Representatives

### Councillor Costello

I sit on the Ramsey Wind Farm Community Benefit Fund Advisory Group which makes decisions once a year about applications received from local organisations from Ramsey, Bury and Upwood for £40,000 which is allocated according to the effect of the Wind Farm on these parishes. It is so important to understand the benefits that these donations will give to the local communities and advance information is given so that members have time to consider and understand the benefits the grant will provide.

### Councillor Rogers

Annual Meeting held and over £40,000 distributed to local projects.

## RECAP Board

### Background

RECAP (Recycling in Cambridgeshire & Peterborough) is a partnership of authorities across Cambridgeshire & Peterborough working together to provide excellent waste and recycling services to meet local needs. The RECAP Board is the Member level group of this partnership.

### Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Highways & Transport Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor J Schumann (Con)

### Report by Representative

#### Councillor Schumann

RECAP holds between 4-6 meetings a year and continues to have an active membership from the district councils throughout the county. RECAP has continued to be actively engaging with the consultations that government are carrying out regarding the Recycling and Waste strategy. Over the past 12 months there have been a number of recycling campaigns which have been funded by RECAP. These are designed to target areas which encourage the public to increase their recycling habits. In addition to this work RECAP have agreed to carry out a waste analysis with the waste contractor in order to better understand which waste is still being incorrectly disposed of and inform future campaigns and considerations as to how to increase recycling.

# Royal Papworth Hospital NHS Foundation Trust Council of Governors

## Background

NHS Foundation Trusts are not-for-profit, public benefit corporations. They are part of the NHS and provide over half of all NHS hospital and mental health services. The County Council is represented on the Council as a nominated Governor.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Health Committee
Guidance Classification:	Other Public Bodies
Representative for 2020/21:	Councillor L Jones (Lab)

## Report by Representative

### Councillor Jones

Papworth has become fully established on the biomedical campus and integrated where appropriate into the health care system, bearing in mind that it also has a national and international-facing role. Designing patient pathways that maximise Papworth's expertise has been a feature of the last two years, with some acceleration of partnership working during the pandemic. Papworth has treated some of the most seriously sick COVID patients, in particular those needing ECMO, and its survival and recovery rates have been very high.

This year has proved the value of having a presence on the Board of Governors, since information about what the county council is doing and its role in the pandemic, in particular, is not widely known to governors. Papworth has become involved in the quarterly liaison meetings with councillors and is booked to attend a Health Committee meeting in the near future. The Committee also review and comment on its quality account so links between the Trust and the Council, in its work on health scrutiny, are now firmly in place.

# Shepreth School Trust

## Background

Provides financial assistance towards educational projects within the village community, both to individuals and organisations.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Children & Young People Committee  
Guidance Classification: Trustee of a Charity

Representative for 2020/21: Councillor P McDonald (LD)

## Report by Representative

### Councillor McDonald

Regular discussions and grants awarded to students during the last year.

# Soham and District Sports Association Management Committee

## Background

Charity providing sport for the local community.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Unincorporated Association Member
Representative for 2020/21:	Councillor M Goldsack (Con)

## Report by Representative

### Councillor Goldsack

In a challenging year the centre has hardly opened to the public. It prepares for a new chapter now and remains solvent although there are questions about a couple of major areas of maintenance needed. User groups have remained loyal but will need great effort to bring back all, especially the indoor bowling fraternity. Under the guidance of Paul Day the centre is in good shape and good hands through a user group driven committee membership.

# Soham Moor Old Grammar School Fund

## Background

Charity promoting the education of young people attending Soham Village College who are in need of financial assistance or to providing facilities to the Village College not normally provided by the education authority. Biggest item of expenditure tends to be to fund purchase of books by university students.

## Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	Children & Young People Committee
Guidance Classification:	Unincorporated Associate Member
Representative for 2020/21:	Councillor M Goldsack (Con)

## Report by Representative

### Councillor Goldsack

Under the direction of Peter Taylor, well assisted by Jenny Millard, the charity is in a strong position. Assets are being well looked after and overall demand for the support has been good from local schools but remains lighter than could be met from local pupils. Some good administrative work by Jenny and Nigel Johnson has helped the smooth running of the charity and it sits well for a continued strong future.

# St Neots Master Plan Steering Group

## Background

The masterplan project has been developed by the Board of Cambridgeshire and Peterborough Combined Authority to ensure that the market towns in Cambridgeshire are all interconnected in an overall plan that supports the region's future prosperity.

Governance arrangements have been established to achieve collective community ownership of the St Neots Masterplan for Growth, responsibility for delivery of masterplan initiatives, and as a vehicle to oversee future iterations of the masterplan itself. This is made up of representatives from public, private and third sectors.

## Information

No. of representatives:	1
Meetings per annum:	-
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative

Representative for 2020/21:	Councillor J Wisson (Con)
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## Report by Representative

### Councillor Wisson

St Neots Master Plan Steering Group – is made up of elected members from St Neots Town Council, Huntingdonshire District Council and Cambridgeshire County Council, officers from HDC and county, business leaders including the curator of St Neots museum to look at options for regeneration of St Neots using funding from HDC, Combined Authority and MHCLG as follows –

- £3,748,815 from the Future High Street Fund
- £3.1m from the Cambridgeshire and Peterborough Combined Authority
- £5.25 million from Huntingdonshire District Council

Transport plans have been undertaken in the town looking at options for proposed traffic schemes and pedestrian foot fall surveys undertaken to better understand pedestrian movements through the town.

Schemes to be considered for the funding include –

- regeneration of the Old Falcon Inn
- redevelopment of the Priory Centre/Priory Quarter
- improvements to the Market Square
- improvements to the High Street
- improvements to the St Neots Road Bridge
- a new waterfront route

New street furniture, bus shelters, recycling bins and bicycle racks have already been funded and installed.

## St Neots Museum Management Committee

### Background

Provides advice and management support to St Neots Museum for the benefit of the local community.

### Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Highways & Transport Committee  
Guidance Classification: Other Public Body Representative

Representative for 2020/21: Councillor D Wells (Con)

### Report by Representative

#### Councillor Wells

The museum continues to be very active in offering historical and cultural events to St Neots. I have not been able to attend any meetings this year.



## This Land Board of Directors

### Background

This Land is a development business established with the aim of offering a new approach to development, that is much more customer and community focused than the traditional UK house builder model.

### Information

No. of representatives:	1
Meetings per annum:	12
Approved by:	Commercial & Investment Committee
Guidance Classification:	Company Director (the Councillor is one of two Non-Executive Directors on this Board (the other being an officer) as shareholder representative)

Representative for 2020/21:	Councillor J Schumann (Con)
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### Report by Representative

#### Councillor Schumann

This Land board meets quarterly and has welcomed the additions of shareholder representatives as non-executive directors in order to facilitate a good communication between the company and the council. Over the past twelve months the executive of the company and the board have developed a business case which was approved by the shareholder representative, through the Commercial and Investment committee. The company is delivering against this business plan and the board receives regular updates as to the progress of the company. The board plays an important role in monitoring the company and shares these assurance, via the Chairman of the This Land board, to the shareholder at the shareholder meetings. There have been a number of changes in the personnel at This Land over the past twelve months, the board have been keen to ensure that the company is supported by the right people and staffing structure which remains cost effective but delivers against its ambitious business plan.

## Trigg's Charity (Melbourn)

### Background

Trigg's Charity provides financial assistance to local schools / persons for their educational benefit.

### Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	Children & Young People Committee
Guidance Classification:	Unincorporated Association Member
Representative for 2020/21:	Councillor S van de Ven (LD)

### Report by Representative

#### Councillor van de Ven

The Trigg Trust only meets to consider small grant applications from local schools once per year, around November. Due to the pandemic, it was decided to pause and resume, hopefully, in 2021. Applications from schools had not been forthcoming, unsurprisingly, given the pandemic.

## Warboys Landfill Site Liaison Group

### Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

### Information

No. of representatives:	1
Meetings per annum:	1-2
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor T Rogers (Con)

### Report by Representative

#### Councillor Rogers

Still ongoing and two virtual meetings held. Major decisions required as to landscaping the site to meet planning considerations.

# Waterbeach Waste Management Park Liaison Group

## Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## Information

No. of representatives:	1
Meetings per annum:	2-3
Approved by:	Environment & Sustainability Committee
Guidance Classification:	Other Public Body Representative
Representative for 2020/21:	Councillor A Bradnam (LD)

## Report by Representative

Councillor Bradnam

The Group meets twice a year. It is important to have County Council representation as the site has the potential to affect the health and welfare of residents in local villages and traffic on the A10. The Group hears the views of a wide variety of stakeholders including parish council, neighbouring landowners, local businesses and District and County Councillors

An application to build an Energy from Waste facility on the site was refused by the Planning Committee last year on grounds of landscape impact and harm to heritage assets. An appeal from applicant was dismissed this year.

The County Councillor can seek guidance from County Planning officers, raise residents' concerns with the operator and feedback and support parish councils.

## Cambridgeshire and Peterborough Combined Authority: Membership and Other Appointments

To: County Council

Meeting date: 18 May 2021

From: Chief Executive

Purpose: To decide the County Council's representatives on the Cambridgeshire and Peterborough Combined Authority for the municipal year 2021/22.

Recommendation: That Council makes the following appointments/ nominations to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2021/22:

- a) appoint the Leader of Council to act as the Council's appointee to the Combined Authority and one substitute member;
- b) nominate two members to the Overview and Scrutiny Committee, and two substitute members from the same political parties as those appointed;
- c) nominate one member to the Audit and Governance Committee and one substitute member from the same political party.
- d) authorise the Chief Executive to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee, in consultation with Political Group Leaders, if the political balance is amended by the Combined Authority between now and the next Council meeting.

Officer contact:

Name: Michelle Rowe  
Post: Democratic Services Manager  
Email: [Michelle.Rowe@cambridgeshire.gov.uk](mailto:Michelle.Rowe@cambridgeshire.gov.uk)  
Tel: 01223 699180

## 1.0 Background

- 1.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, each Constituent Council must appoint one of its elected members and a substitute member to the Combined Authority. Each Council made these appointments at its respective Council meeting in May 2017 for the 2017/18 municipal year and was requested to do so for each subsequent municipal year. The Council is now asked to appoint members and substitute members for the municipal year 2020/21.

## 2.0 Main issues

### Non-Executive Committees

- 2.1 The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires the Combined Authority to establish an Overview and Scrutiny Committee and an Audit Committee and sets out the rules for membership. The membership of the Overview and Scrutiny and the Audit Committees as a whole should reflect so far as reasonably practicable the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough.
- 2.2 On 6 May 2021, there were local elections for the County Council, Cambridge City Council and Peterborough City Council, as well as several by-elections. The Combined Authority has reviewed the political balance on constituent councils and has requested constituent councils to make the following appointments to these committees.

### Overview and Scrutiny Committee

- 2.3 The Combined Authority agreed that, to ensure an equitable representation across each constituent authority, two members from each council should be appointed to the Overview and Scrutiny Committee. This gives a total membership of fourteen members.
- 2.4 The implications of applying political proportionality to a fourteen member Overview and Scrutiny Committee are detailed in Appendix 1 to follow.
- 2.5 The Council is required to nominate two members to the Overview and Scrutiny Committee for the municipal year 2021/22 based on the political balance set out in Appendix 1 (to follow).

### Audit and Governance Committee

- 2.6 The Combined Authority has established an Audit and Governance Committee consisting of seven constituent members: one member from each constituent council.

- 2.7 The implications of applying political proportionality to a seven member Audit and Governance Committee are detailed in Appendix 2 to follow. The Council is required to nominate one member to sit on the Audit and Governance Committee for the municipal year 2021/22 based on the political balance set out in Appendix 2 (to follow).

### Substitute members

- 2.8 The Combined Authority has agreed that substitute members should be appointed for each position on the Audit and Governance Committee and the Overview and Scrutiny Committee. Any substitute members should come from the same party as the Member they are substituting for to maintain political balance.
- 2.9 For the Overview and Scrutiny Committee, if constituent councils have appointed members from the same political parties, those Councils might only wish to appoint one substitute rather than two. The quorum set down in legislation is two thirds of the total membership. Therefore, it is preferable to appoint two members in case both members are absent from a meeting and need to substitute.

### Conclusion

- 2.10 All appointments and nominations made by constituent councils will be reported to the Combined Authority's annual meeting on 2nd June 2021.
- 2.11 The political balance calculations in the Appendices to follow are based on up to date statistics given by constituent councils and take account of the outcome of the local elections that took place on the 6th May 2021. However, there may be last minute changes in the lead up to constituent councils' annual meetings and the Combined Authority's annual meeting on 2nd June 2021.
- 2.12 If there are consequential changes to the overall political balance, the Combined Authority may need to review the membership and the allocation of seats to political parties on the above committees. The Combined Authority's Monitoring Officer will advise constituent councils if any subsequent changes have been necessary, and whether any changes need to be made to their nominations.
- 2.13 Council may also wish to consider giving delegated authority to the Chief Executive to approve any consequential changes to these appointments in consultation with the relevant Political Group Leaders to avoid the need to wait for the next meeting of Council to make any changes to appointments.

## 3.0 Alignment with corporate priorities

- 3.1 Communities at the heart of everything we do

There are no significant implications for this priority.

- 3.2 A good quality of life for everyone

There are no significant implications for this priority.

- 3.3 Helping our children learn, develop and live life to the full

There are no significant implications for this priority.

#### 3.4 Cambridgeshire: a well-connected, safe, clean, green environment

There are no significant implications for this priority.

#### 3.5 Protecting and caring for those who need us.

There are no significant implications for this priority.

### 4.0 Significant implications

#### 4.1 Resource implications

In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, no remuneration is to be payable by the Combined Authority to its members.

#### 4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications for this priority.

#### 4.3 Statutory, Legal and Risk Implications

The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires a combined authority to ensure that the members of the committee taken as a whole reflect so far as reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils when taken together.

#### 4.4 Equality and Diversity Implications

There are no significant implications for this priority.

#### 4.5 Engagement and Communications Implications

There are no significant implications for this priority.

#### 4.6 Localism and Local Member Involvement

There are no significant implications for this priority.

#### 4.7 Public Health Implications

There are no significant implications for this priority.

#### 4.8 Environment and Climate Change Implications on Priority Areas

There are no significant implications for this priority.



## 5.0 Source documents

- 5.1 [Previous reports to Council](#) - 22 November 2016, 14 February 2017, 23 May 2017, 15 May 2018, 14 May 2019 and 19 May 2020

## 6.0 Appendices (to follow)

- 6.1 Appendix 1 – Overview and Scrutiny Committee political balance calculations.
- 6.2 Appendix 2 – Audit and Governance Committee political balance calculations
- 6.3 Accessible versions of the appendices are available on request from [Democratic.Services@cambridgeshirepeterborough-ca.gov.uk](mailto:Democratic.Services@cambridgeshirepeterborough-ca.gov.uk)