

# CAMBRIDGESHIRE COUNTY COUNCIL

## NOTICE OF MEETING

The meeting of the County Council will be held at Shire Hall, Castle Hill, Cambridge on Tuesday, 11th December 2018 at 10.30a.m.

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## A G E N D A

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Prayers led by Dr Jagit Singh Srai, Cambridge Gurdwara

Apologies for Absence

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| 1. | Minutes – 16th October 2018<br>(available at <a href="#">County Council meeting 16/10/2018</a> ) | (previously<br>circulated) |
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|----|--------------------------|--------|
| 2. | Chairman's Announcements | (oral) |
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| 3. | Declarations of Interests | (oral) |
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*[Guidance for Councillors on declaring interests is available at <http://tinyurl.com/cc-c-conduct-code>]*

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| 4. | Public Question Time | (oral) |
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*To receive and respond to questions from members of the public in accordance with Council Procedure Rule 9.3.*

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| 5. | Petitions | (oral) |
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*To receive petitions from the public in accordance with Council Procedure Rule 9.4.*

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| 6. | Item for Determination from General Purposes Committee | (oral) |
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### **Treasury Management Report – Quarter 2**

To consider the following recommendation arising from the General Purposes Committee meeting on 27th November 2018 (minute 127 refers):

Forward to Full Council for approval.

*Note: a copy of the report discussed by the General Purposes Committee and the minutes of the meeting are available via the following link: [General Purposes Committee meeting 27/11/2018](#)*

7. Reports of the Constitution and Ethics Committee
- (a) Proposal to establish joint working across Cambridgeshire and Peterborough Health and Wellbeing Boards (pages 7-12)
- (b) Review of Outside Bodies (pages 13-16)
8. Appointment of Chairman/woman of the Health and Wellbeing Board (page 17)
9. Motions submitted under Council Procedure Rule 10 (oral)

**(a) Motion from Councillor Steve Count**

In 2014 the County Council negotiated with its recognised trade unions, a collective agreement which inserted in all employees' contracts a provision to require employees to take up to three days' mandatory unpaid leave if the County Council faced significant financial difficulties.

Across the country, many councils are facing a difficult financial situation and the County Council is no different. In this financial year (2018/19), the County Council was projecting a £14.6m overspend if no action was taken due mainly to the increased demand for its services.

With the hard work and commitment of the Senior Management Team (SMT) and our employees, that overspend was reduced to around £8m without resorting to cutting services or making staff redundant.

In these circumstances SMT considered that the terms of the collective agreement were triggered as the County Council was facing significant financial difficulties. Senior managers from SMT met with the trade unions and set out those financial difficulties and told the trade unions that the mandatory unpaid leave provisions would be implemented in the financial year (2018/19) so that employees would lose around 1.2% pay whilst gaining three extra days of leave, giving a saving of £900k to the County Council's budget.

SMT sought to reduce the impact of this agreement on employees by:-

- a) negotiating a variation to the collective agreement so that the lowest paid employees, those earning less than £26,000, were not included in the agreement;
- b) spreading the deductions in the salaries of employees over a twelve month period starting in

November 2018;

- c) allowing employees, who were required to work to maintain essential services, to take their unpaid leave over a twelve month period.

This Council agrees

- To note the decision of the Senior Management Team and its discussions with the trade unions as set out above;
- That the decision was fair and is supported by us as Councillors, made necessary under the present financial circumstances;
- That we as Councillors should not be exempted from the personal financial implications;
- That we as Councillors agree to 1.2% reduction in our allowances, spread over a twelve month period;
- That this motion is intended to apply to all sixty-one Councillors, not just the nine who have allowances in excess of £25,000;
- That the voting be recorded and that a vote for this motion is a voluntary request to Democratic Services to reduce the allowance as outlined. A vote against or abstention to be assumed to be no voluntary reduction. That any Councillors wishing their vote to be treated differently and for those not present should notify Democratic Services within one week of this meeting if they wish to take a 1.2% reduction in their allowance. For the sake of transparency, Democratic Services will publish on our website those Councillors who have agreed to a voluntary reduction in their allowances;
- That the Leader of the Council writes to inform all employees of the decision made by Councillors as a result of this Motion and thanks employees for their continued hard work and commitment for the residents of Cambridgeshire.

*[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]*

**(b) Motion from Councillor Sandra Crawford**

Council notes the recent announcement that loyal hard-working employees of the council, who provide excellent support and dutiful service, will be deprived of three days'

pay over the Christmas period due to the financial crisis engulfing the Council.

Council further notes that the same staff have already endured a real terms pay cut of 18% since the start of austerity in 2010.

Council agrees that we should strive to be an employer of choice providing good quality employment opportunities and fair systems of reward for our employees. This is not only the right thing to do; it also makes good business sense. Well-motivated valued employees deliver the best results. In so doing we enhance our role as community leaders, leading by example, helping to promote good quality employment for all citizens of the County.

Employees of the Council should no longer have to pay the price for the Government's decision to withdraw funding from the Council.

Council therefore instructs the Chief Executive to:

- a. Reinstatement three days' pay to those employees currently under notice of its withdrawal
- b. Write to all employees before Christmas and express appreciation for their contribution and hard work throughout the year
- c. Continue to review our Human Resource strategy to ensure we are an employer of choice, and to make sure we have a resource and talent management plan to guarantee we attract and retain high calibre employees.

*[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]*

### **(c) Motion from Councillor Elisa Meschini**

Ahead of the budget setting meeting in 2019, this council notes with concern that a further £36.6m is forecast in savings for 2019/20, for a cumulative £247.1m budgeted savings since 2013/14.

When the Revenue Support Grant (RSG) was introduced in 2013, it accounted for 17.5% of the Council's total service budget. When adjusted for inflation alone, in order to fund the same proportion of the Council's budget in 2019/20, this should have increased from £85.9m to £99.9m. This council notes that, in addition to inflation, an increase in demand for council services caused by

demographic trends in the County has meant that, in order to again fund the same proportion of the Council's budget in 2019/20, the RSG should have increased further to £126.0m. This council notes with extreme concern that, based on current forecasts, the actual figure in RSG expected for 2019/20 is *negative* (-£7.2m).

This council notes that, since 2013, it has experienced a real terms reduction of 59.1% in government funding. This reflects the latest forecasts for changes in planned day to day spending by government department, which have seen the Ministry of Housing, Communities and Local Government experience a 60% reduction in funding as per the autumn budget 2017. This reduction in funding is not sustainable given the current level of demand and the amount of savings already made.

This council instructs the Chief Finance Officer to write to the Secretary of State for Communities and Local Government asking to make representations to the Treasury for a review of the funding formula for Cambridgeshire. Cambridgeshire is the fastest growing area of the UK, and over the 5 years between 2012—2016 it has contributed 1.08% to the national Gross Value Added (GVA). A fairer assessment of the funding formula should be based on and account for the rising demand for social care and children's services and the growth in older population.

*[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]*

10. Questions:

- (a) **Cambridgeshire and Peterborough Combined Authority and Overview and Scrutiny Committee** (pages 18-33)  
(Council Procedure Rule 9.1)
- (b) **Written Questions** (Council Procedure Rule 9.2) (oral)

To note responses to written questions from Councillors submitted under Council Procedure Rule 9.2.

Dated 3rd December 2018

  
Fiona McMillan  
Monitoring Officer

*The County Council is committed to open government and members of the public are welcome to attend this meeting. It supports the principle of transparency and encourages filming, recording and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening, as it happens. These arrangements operate in accordance with a protocol agreed by the Chairman of the Council and political Group Leaders which can be accessed via the following link or made available on request:*  
<http://tinyurl.com/ccf-film-record>

*The Council cannot provide car parking on the Shire Hall site so you will need to use nearby public car parks. Details of other transport options are available on the Council's website at: <http://tinyurl.com/ccf-carpark>*

*For more information about this meeting, including access arrangements and facilities for people with disabilities, 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)*

**PROPOSAL TO ESTABLISH JOINT WORKING ACROSS CAMBRIDGESHIRE AND  
PETERBOROUGH HEALTH AND WELLBEING BOARDS**

**To: Council**

**Meeting Date: 11th December 2018**

**From: Director of Governance and Legal Services and  
Monitoring Officer**

**Purpose: To consider proposed changes to the Constitution  
following the agreement by the Cambridgeshire Health  
and Wellbeing Board to establish a formal joint working  
relationship between the Cambridgeshire and  
Peterborough Health and Wellbeing Boards.**

**Recommendation: That Full Council:**

- a) approve amendments to the Council's Constitution,  
as recommended by the Constitution and Ethics  
Committee, and set out in Appendix 1.**
- b) authorise the Monitoring Officer, in consultation  
with the Chairman of the Constitution and Ethics  
Committee, to make any other minor or  
consequential amendments to the Constitution  
necessary for, or incidental to, the implementation  
of these proposals.**

<b><i>Officer contact:</i></b>		<b><i>Member contact:</i></b>	
Name:	Michelle Rowe	Name:	Councillor Mac McGuire
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Tel:	01223 699180	Tel:	01223 706398 (office)

## 1. BACKGROUND

- 1.1 The Cambridgeshire Health and Wellbeing Board (HWB) met on 22nd November 2018 and agreed to establish a Parent Board with joint sub-committee.
- 1.2 This proposal means that both Cambridgeshire & Peterborough HWBs will maintain their “Parent Board” but hold meetings of the “Joint Cambridgeshire and Peterborough Health & Wellbeing Board (a sub-committee comprising of both boards)” where items that are relevant to both committees will be discussed e.g. wider system integration issues. Legally the status of these joint meetings means they are referred to as a sub-committee however they will be able to discharge agreed functions of both Cambridgeshire and Peterborough HWBs and will have delegated decision making authority. Membership will comprise of the full membership of both the Cambridgeshire and Peterborough HWBs.
- 1.3 This proposal will require a change to the Council’s Constitution in order to delegate powers and functions currently within the remit of the Cambridgeshire HWB to a “Joint Cambridgeshire and Peterborough Health & Wellbeing Board (a sub-committee comprising of both boards)”. The proposed changes to the Council’s Constitution are set out in **Appendix 1** (*additions in bold and deletions in strikethrough*).
- 1.4 Following the agreement of the above proposal, the Cambridgeshire HWB also gave consideration to its existing membership. It was agreed that the voluntary sector which currently had a co-opted membership of the HWB should be a permanent member. This proposal will also require a change to the Council’s Constitution as set out in Appendix 1.
- 1.5 The Constitution and Ethics Committee met on 29th November 2018 to consider the preferred model recommended by the Cambridgeshire HWB to establish a formal joint working relationship between the Cambridgeshire and Peterborough HWBs. At this meeting, it agreed to recommend the proposed changes to the Council’s Constitution to full Council, as set out in Appendix 1.

Source Documents	Location
Council’s Constitution	<a href="http://tinyurl.com/Constitution-CCC">http://tinyurl.com/Constitution-CCC</a>
Cambridgeshire Health and Wellbeing Board – 22 November 2018	<a href="#">Health and Wellbeing Board 22nd November: Agenda</a>
Constitution and Ethics Committee – 29 November 2018	<a href="#">Constitution and Ethics Committee meeting 29/11/2018</a>





## Appendix 1

### 12. CAMBRIDGESHIRE HEALTH AND WELLBEING BOARD

#### Introduction

The Cambridgeshire Health and Wellbeing Board (HWB) is established as a committee of the County Council under section 102 of the Local Government Act 1972. Its remit is to work to promote the health and wellbeing of Cambridgeshire's communities and its focus is on securing the best possible health outcomes for all residents.

#### Membership

- Five County Councillors (to include the Chairman/woman, or Vice-Chairman/woman or any member of the following: Adults, the Health, and the Children and Young People Policy and Service Committees)
- Five nominated District Council representatives (supported by Senior District Council officer with Observer Status)
- Three representatives of the Clinical Commissioning Group (CCG) (nominated by the CCG Governing Body)
- Five representatives for NHS providers (a mix of non-executive directors and executives, one each from Cambridge University Hospitals NHS Foundation Trust; Cambridgeshire and Peterborough NHS Foundation Trust; Cambridgeshire Community Services NHS Trust; Hinchingsbrooke Health Care NHS Trust; Papworth Hospital NHS Foundation Trust)
- One representative of the local HealthWatch\*
- Director of Public Health\*
- Executive Director: People and Communities\*
- Chief Finance Officer (Section 151 Officer)
- Representative of NHS Commissioning Board\*
- **One representative of the Voluntary Sector**

\* Statutory members of the HWB. There is also a statutory requirement for at least one Local Authority Councillor, and at least one representative of the CCG, to be a member of the HWB.

#### Powers and functions

Delegated Authority	Statutory Reference/ Condition
Authority to respond to consultations about commissioning plans issued by clinical commissioning groups in connection with Section 26 of the Health and Social Care Act 2012	Section 26, Health and Social Care Act 2012
Authority to encourage persons who arrange for the provision of any health or social care services in the Council's area to work in an integrated manner	Section 195, Health and Social Care Act 2012



<b>Delegated Authority</b>	<b>Statutory Reference/ Condition</b>
Authority to provide any advice, assistance and support it thinks appropriate for the purpose of encouraging the making of arrangements under Section 75 of the National Health Service Act 2006 <b>[Cambridgeshire only]</b>	Section 195, Health and Social Care Act 2012 Section 75, NHS Act 2006
<del>Authority to prepare the Joint Strategic Needs Assessment (JSNA)</del>	<del>Section 116, Local Government and Public Involvement in Health Act 2007</del> <del>Section 196, Health and Social Care Act 2012</del>
Authority to prepare the Joint Health and Wellbeing Strategy based on the need identified in the Joint Strategic Needs Assessment and overseeing the implementation of the Strategy <b>[Cambridgeshire only]</b>	Section 116A, Local Government and Public Involvement in Health Act 2007. Section 196, Health and Social Care Act 2012
Authority to discharge any other functions specifically reserved to be undertaken by the Health and Wellbeing Boards as set out in legislation, guidance, circulars and directives received from national government. <b>[Cambridgeshire only]</b>	



## **12.1 JOINT CAMBRIDGESHIRE AND PETERBOROUGH HEALTH & WELLBEING BOARD (A SUB-COMMITTEE COMPRISING OF BOTH BOARDS)**

The Health and Wellbeing Board shall establish a Joint Cambridgeshire and Peterborough Health & Wellbeing Board (a sub-committee comprising of both boards) with the following membership and powers.

### **Membership**

Membership will comprise the full membership of both the Cambridgeshire and Peterborough Health and Wellbeing Boards. The Chairman/woman of the Sub-Committee shall alternate annually between the Chairman/woman of the Cambridgeshire and Peterborough Health and Wellbeing Boards. The Vice-Chairman/woman of the Sub-Committee shall be selected and appointed by the membership of the Sub-Committee.

### **Overview of Functions**

The Sub-Committee has delegated authority to exercise all the Health and Wellbeing Board's functions relating jointly to Cambridgeshire and Peterborough, with the exception of functions relating to Cambridgeshire only which will remain with the Cambridgeshire Health and Wellbeing Board.

<b>Delegated Authority</b>	<b>Statutory Reference/ Condition</b>
<b>Authority to respond to consultations about commissioning plans issued by clinical commissioning groups in connection with Section 26 of the Health and Social Care Act 2012 [Cambridgeshire &amp; Peterborough jointly]</b>	<b>Section 26, Health and Social Care Act 2012</b>
<b>Authority to encourage persons who arrange for the provision of any health or social care services in the Council's area to work in an integrated manner [Cambridgeshire &amp; Peterborough jointly]</b>	<b>Section 195, Health and Social Care Act 2012</b>
<b>Authority to provide any advice, assistance and support it thinks appropriate for the purpose of encouraging the making of arrangements under Section 75 of the National Health Service Act 2006 [Cambridgeshire &amp; Peterborough jointly]</b>	<b>Section 195, Health and Social Care Act 2012 Section 75, NHS Act 2006</b>
<b>Authority to prepare the Joint Strategic Needs Assessment (JSNA) [Cambridgeshire &amp; Peterborough jointly]</b>	<b>Section 116, Local Government and Public Involvement in Health Act 2007 Section 196, Health and Social Care Act 2012</b>



<b>Delegated Authority</b>	<b>Statutory Reference/ Condition</b>
<b>Authority to prepare the Joint Health and Wellbeing Strategy based on the need identified in the Joint Strategic Needs Assessment and overseeing the implementation of the Strategy [Cambridgeshire &amp; Peterborough jointly]</b>	<b>Section 116A, Local Government and Public Involvement in Health Act 2007. Section 196, Health and Social Care Act 2012</b>
<b>Authority to discharge any other functions specifically reserved to be undertaken by the Health and Wellbeing Boards as set out in legislation, guidance, circulars and directives received from national government. [Cambridgeshire &amp; Peterborough jointly]</b>	

**REVIEW OF OUTSIDE BODIES**

**To:** Full Council

**Meeting Date:** 11th December 2018

**From:** Director of Governance and Legal Services and  
Monitoring Officer

**Purpose:** To consider proposed changes to the Constitution, recommended by Constitution and Ethics Committee, following the outcome of a full review carried out by Strategic Management Team (SMT) of all the outside bodies that have a relationship with the Council to establish their relevance and current status.

**Recommendation:** That Full Council:

- a) approve amendments to the Council's Constitution, as recommended by the Constitution and Ethics Committee, and set out in the report at Section 2; and
- b) authorise the Monitoring Officer, in consultation with the Chairman of the Constitution and Ethics Committee, to make any other minor or consequential amendments to the Constitution necessary for, or incidental to, the implementation of these proposals.

<b><i>Officer contact:</i></b>		<b><i>Member contact:</i></b>	
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Tel:	01223 699180	Tel:	01223 706398 (office)

## **1. BACKGROUND**

- 1.1 At its meeting on 27th September 2018, the Constitution and Ethics Committee considered guidance which had been drafted as part of the Council's consideration of actions flowing from the investigation into complaints involving the community transport organisations Fenland Association for Community Transport (FACT), Huntingdon Association for Community Transport and Ely and Soham Association for Community Transport (ESACT).
- 1.2 Due to the high profile nature of the community transport investigation and the need to ensure all members of council were aware of the guidance, the Committee was asked to consider whether the guidance should be ratified by Full Council, once agreed by the Committee, as part of Full Council's remit is to appoint representatives to outside bodies.
- 1.3 In considering the guidance, Members acknowledged that they had found themselves in situations where they were judged to have held an interest without their knowledge and that while there were brief mentions of these issues in the Localism Act and the Council's Code of Conduct, these mentions were insufficient and had left Members and officers uninformed of their obligations.
- 1.4 It was therefore proposed that before taking the guidance to Full Council a full review should be carried out, as quickly as possible, of all the outside bodies that had a relationship with the Council to establish their relevance and current status, noting that some bodies might not require a representative of the Council. After the review, the outside bodies nomination list would be redrawn and all relevant Members and officers briefed and informed of their legal status e.g. observer, director or trustee.
- 1.5 Members acknowledged that taking the guidance to Full Council would allow all Members the opportunity to become aware of its existence while emphasising its importance to them. However, it was agreed that following the outcome of the fundamental review of appointments to all outside bodies and the way they were categorised, to sit alongside the guidance, the Committee would determine whether to issue the guidance or refer it to full Council.
- 1.6 The Committee met again on 29th November 2018 to consider proposed changes to the Constitution following the outcome of a full review carried out by SMT of all the outside bodies that have a relationship with the Council to establish their relevance and current status.
- 1.7 At this meeting, it was agreed that the guidance should not be forwarded to Council for approval but should instead be issued to Members together with the revised list of outside bodies reflecting their current legal status. It was also recommended that the Monitoring Officer should consider appropriate training models for Members on their responsibilities and liabilities depending on their specific level of involvement.
- 1.8 The Committee agreed that a report listing each outside body separately and setting out the following should be produced for each Annual Meeting of Full Council:
  - aims and activities
  - the name of the Council's representative
  - the status of that representative on the body
  - how many meetings are held a year
  - whether expenses are paid by the organisation
  - whether there is insurance provision in place

- a report from the Member representative on what they have done over the last year.

## 2. PROPOSED CHANGES TO THE CONSTITUTION

- 2.1 Part 3a – Allocation of Responsibility for Functions – Full Council and Committees states the following:

### Council Functions

Only the Council will exercise the following functions:

- Appointing representatives to outside bodies unless the appointment has been delegated by the Council
- Making appointments to the Fire Authority

- 2.2 Constitution and Ethics Committee is proposing that the separate list of outside bodies appointed to by Council should remain.

- 2.3 Part 3B - Responsibility for Functions - Committees of Council - General Purposes Committee states the following:

The GPC has a number of specific functions including the following:

- Appointing members to a range of external bodies

Delegated Authority	Delegation/ Condition
Authority to nominate representatives to Outside Bodies other than the Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association	

- 2.4 GPC currently refers appointments to the other partnership liaison and advisory groups to the relevant policy and service committee.

- 2.5 Constitution and Ethics Committee is proposing that the above Delegated Authority to GPC should be amended to include the Combined Authority and Greater Cambridge Partnership, which are Council appointments.

- 2.6 It is also proposing that Delegated Authority should be given to each Policy and Service Committee to nominate representatives to Outside Bodies, which cover their service area. The following would therefore need to be added to the terms of reference for each Policy and Service Committee including GPC:

Delegated Authority	Delegation/ Condition
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association	

### 3. CONCLUSION

- 3.1 There will therefore be, excluding Council appointments, one list of outside bodies, which will indicate the Policy and Service Committee responsible for the appointment and provide information on of the body's legal status e.g. observer, director or trustee.

Source Documents	Location
Council's Constitution	<a href="http://tinyurl.com/Constitution-CCC">http://tinyurl.com/Constitution-CCC</a>
Constitution and Ethics Committee – 27 September 2018 and 29 November 2018	<a href="#">Constitution and Ethics Committee meeting 27/09/2018</a> <a href="#">Constitution and Ethics Committee meeting 29/11/2018</a>



**APPOINTMENT OF CHAIRMAN/WOMAN OF THE HEALTH AND WELLBEING BOARD**

<b>MEETING:</b>	<b>CHAIRMAN/WOMAN:</b>
Health and Wellbeing Board	Councillor Roger Hickford to replace Councillor Peter Topping



**Agenda Item No.10(a)**

**Cambridgeshire & Peterborough Combined Authority**

**Reports from Constituent Council Representatives on the Combined Authority**

**Member representatives**

<b>Meeting</b>	<b>Dates of Meeting</b>	<b>Representative</b>
<b>Overview and Scrutiny Committee</b>	<b>29 October 2018 26 November 2018</b>	<b>Councillor David Connor Councillor Lucy Nethsingha</b>
<b>Combined Authority Board</b>	<b>31 October 2018 28 November 2018</b>	<b>Councillor Steve Count Councillor Ian Bates (substituting)</b>

**The above meetings have taken place in October and November.**

**Overview and Scrutiny Committee – Monday 29 October and 26 November 2018**

The Overview and Scrutiny Committee met on 29 October 2018 and the decision summary is attached at **Appendix 1**.

It also met on 26 November 2018. The decision summary will be circulated as soon as it is available.

**Combined Authority Board meeting – Wednesday 31 October 2018**

The Combined Authority Board met on 31 October 2018 and the decision summary is attached at **Appendix 2**.

It also met on 28 November 2018. The decision summary will be circulated as soon as it is available.

**The agendas and minutes of the meetings are on the Combined Authority's website – Links in the appendices.**



## Appendix 1

# Overview and Scrutiny Committee -Decision Summary

**Meeting:** 29th October 2018

**Minutes:** [Overview and Scrutiny Committee- Decision Summary](#)

Chair: Cllr Lucy Nethsingha

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	<b>Apologies</b>	Apologies received from:  Cllr Doug Dew substituted by Cllr Jon Neish.  Cllr Tom Sanderson.
2.	<b>Declaration of Interests</b>	There were no declarations of interest.
3.	<b>Minutes</b>	The minutes of the meeting held on the 24th September were agreed as a correct record subject to the following amendments:

		Under point 6.2 that 'Reassurance was provided from the Interim Chief Executive that there had been issues around the shortlisting process and documentation available and that shortlisting would be recorded in the future.'
<b>4.</b>	<b>Public Questions</b>	There were no public questions received.
<b>5.</b>	<b>Interim Transport Plan</b>	<p>The Committee received the report from the Transport Programme Manager which outlined the Local Transport Plan that had been agreed by the Transport Committee on the 10th October 2018. The following points were discussed:</p> <ul style="list-style-type: none"> <li>• Members were advised that district council officers and planning officers had been engaged by the project team and had been involved in two workshops that had taken place.</li> <li>• The officer agreed with members that it was important to tie in the programme of the Local Transport Plan to take into account the local plans for the district councils.</li> <li>• Members raised a concern that it appeared that only members would be consulted as they felt it was important that highways authority officers should be engaged with as they had a wealth of experience that should be utilised at each stage.</li> <li>• The Director for Strategic Planning who was in attendance at the meeting advised that all the strategies for the Combined Authority and local councils must tie into one another despite different timeframes and that the nonstatutory spatial plan would include the findings from the Local Transport Plan.</li> <li>• Members raised a concern that the HCV route map had not been taken into account in the Local Transport Plan and it was felt that this should be</li> </ul>

		<p>integrated into the plan. Officers agreed to provide a written response to this query.</p> <ul style="list-style-type: none"> <li>• Members were concerned around the assumption made about the north and south of the county rather than the east and west of the county and queried where these assumptions had come from. The officer advised that the assumptions that had been made so far had come from the engagement that had been received from the workshops.</li> <li>• Members felt it would be helpful to receive a list of organisations and officers involved in the steering group and working group for the Local Transport Plan and also for the remits of the groups to be circulated to the committee to enable them to fully understand the processes being undertaken.</li> <li>• The bus review was underway and would be brought to the Board in the early part of next year which in turn would lead to a bus strategy. Consultation on this would be before April.</li> <li>• A question was asked around whether the Combined Authority was resourced enough to deal with the feedback that would be received from the consultation once it had been sent out to the public, the officer advised that there was staff to deal with the feedback received.</li> </ul> <p>The Committee agreed that the Chair should ask the following questions to the Board on Wednesday 31st October:</p> <ol style="list-style-type: none"> <li>1) The Committee requests that the HCV route map is taken into account and is integrated fully with the Local Transport Plan.</li> <li>2) The Committee raised concerns around the assumptions made over the North - South priorities over the East - West within the report and</li> </ol>
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		<p>wondered how this assumption had been reached? There were also concerns raised that there appeared to be no reflection of the issues raised in the CPIER report?</p> <p>3) The Committee wanted to know that the level of consultation with the district councils at the initial stages would be thorough to allow the councils to incorporate the Local Transport Plan into their local plans.</p> <p>4) The Committee wanted reassurance that the Combined Authority would have the resources to manage the interest that would be received once the Local Transport Plan went out for consultation to the public?</p> <p>5) If the consultation responses created a need for phase three to be re-written would the Combined Authority be prepared to adjust the Local Transport Plan?</p>
6.	<b>Performance Reporting</b>	<p>The Committee received the report from the Director for Strategy and Planning. The following points were discussed:</p> <ul style="list-style-type: none"> <li>• The Committee were advised that the report was a proposal for the shape of future performance reporting; that the Board had requested something very clear, simple and transparent that had a small number of key performance indicators which would reflect the key commitments of the devolution deal for the Combined Authority.</li> <li>• The Director advised that there was always a trade-off between the need for clarity and the need for detailed information. The current form would be assessed and reviewed and if it needed to be amended in future then it would.</li> <li>• The Director advised that a more detailed version could be created for each individual committee to consider their own areas.</li> </ul>

		<ul style="list-style-type: none"> <li>• A member raised a concern that environmental factors were not one of the key indicators and that this should be included, officers agreed that they would consider this point.</li> </ul> <p>The Committee agreed that the Chair should raise the following point at the Board meeting on the 31st October 2018:</p> <p>The Committee felt that the performance reports that would be sent to the new Committees should contain greater detail than the overview report that would be sent through to the Board.</p>
7.	<b>Chief Executives Letter</b>	<p>The Committee was invited to ask questions to the Interim Chief Executive regarding the letter that had been published in the media recently regarding concerns about the governance of the Combined Authority. The following points were raised and discussed with the Interim Chief Executive:</p> <ul style="list-style-type: none"> <li>• Following receipt of the letter there has been engagement with CPSB to gain their views which had been fed into the review on the Combined Authority.</li> <li>• There was now a senior management team in place at the Combined Authority which had enabled the authority to move forward and as a result there was now active engagement with numerous stakeholders including the CPSB on a regular basis.</li> <li>• In response to a question raised about concerns on engagement in the investment and the skills and industrial strategies officers advised that the strategies were still in development and would need to go through the Board members before they could be discussed with the constituent councils. In terms of the investment strategy there was a process in place which needed to be set within the context of the Medium Term Financial Plan.</li> </ul>

		<ul style="list-style-type: none"> <li>• The legal advice that had been provided to Mayor regarding the resignation of the Chief Executive Officer had been provided by an independent legal source and had not been provided in house.</li> <li>• The previous Chief Executive Officer had requested that no further details around his personal data be released however, it could be looked into whether there was a non - disclosure agreement.</li> <li>• Members queried who had made the decision to make the payment and when and were advised that the Mayor would have made the decision and there would have been a Mayoral decision notice which would be confidential, but officers could check and provide a date for the decision notice.</li> <li>• Members queried if other staff contracts allowed for similar severance payments and were advised that it would depend on the conditions of the termination.</li> <li>• Members were advised that the Audit and Governance Committee had requested that the external auditor look into the severance payment when the final year accounts were considered. The Chair advised she would discuss this with the Audit Chairman and report back to the committee on this.</li> <li>• Members asked if it would be possible to view the contract of employment for the Chief Executive Officer post and were advised that this was a confidential document, but that legal advice would be taken to see if it could be disclosed to the committee members.</li> <li>• The Chair asked whether the company that had been referenced in the letter released to the media had in fact been created and officers advised that no company had been formed.</li> </ul>
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		The members thanked the Interim Chief Executive Officer for attending and answering the committee's questions.
<b>8.</b>	<b>Review of the Combined Authority Board Agenda</b>	<p>The Committee reviewed the agenda due to come to the Board on Wednesday 31<sup>st</sup> October 2018.</p> <p>The Committee discussed the following items:</p> <p><u>Item 2.4 - Cambridge Autonomous Metro: Update</u></p> <p>Members raised concerns around the quality of the report and queried what the purpose of the report was and asked whether the precise remit that had been provided to the consultants to write the report could be circulated to the committee.</p> <p>The Committee agreed that the following should be asked at the Board meeting:</p> <ol style="list-style-type: none"> <li>1) The Committee requested that more detail be included in future reports and asked if the remit that was provided to the consultants to produce this work could be provided to the Overview and Scrutiny Committee.</li> <li>2) The Committee also requested that further information around financing be provided?</li> </ol>
<b>9.</b>	<b>Member Update on Activity of Combined Authority</b>	<p>The Committee received a brief update from Cllr Sargeant as Acting Chair of the Task and Finish Group.</p> <p>The Group had met with the Director of Transport and Interim Chief Finance Officer and had interviewed a potential consultant. Following this meeting the members had raised some concerns that the work the consultant would do would replicate the exact work other advisors had already provided the Combined Authority and therefore would not add any value.</p>

		<p>The members had requested that the Scrutiny Officer contact Centre for Public Scrutiny to gain some advice and possible support and they would be discussing this at their next meeting which would be held at the close of this meeting.</p> <p>Cllr Sargeant proposed that the terms of reference for the Task and Finish Group be amended as below:</p> <ol style="list-style-type: none"> <li>1) To review the processes, evidence gathering, consultation and decision making in the development of the MRT project including comparing and contrasting with the development of any similar infrastructure initiatives and any lessons therein learnt</li> <li>2) To ensure that the MRT project fits within an integrated transport network which will deliver against the broader objectives of the Combined Authority, the analysis and recommendations of the CPIER Report and will align with schemes being delivered by GCP, the emerging Local Transport plan and the Bus Strategy?</li> </ol> <p>The Committee agreed to amend the terms of reference. No other member updates were received.</p>
<b>10.</b>	<b>Constitution Update</b>	<p>Members received the report from the Scrutiny Officer which outlined the changes to the constitution agreed by the Combined Authority Board on the 26th September.</p> <p>A member queried whether the new committees would be taking any key decisions for the Overview and Scrutiny Committee to call in and were advised that only key decisions which had been delegated by the Board would be made by the committees.</p> <p>Members requested that all dates for the Transport, Skills and Housing Committees be circulated to the committee.</p>

		The Committee noted the report.
<b>11.</b>	<b>Combined Authority Forward Plan</b>	The Committee considered the Combined Authority Forward Plan and requested that the Bus Strategy item that was being taken to the November Board meeting be brought to the Overview and Scrutiny Committee November meeting.
<b>12.</b>	<b>Overview and Scrutiny Work Programme Report</b>	<p>The Committee received the report which outlined the work programme for the committee for the municipal year 2018/19.</p> <p>The Committee requested that the Bus Strategy be added to their November agenda.</p> <p>The Committee requested that the Investment Strategy/MTF Plan be added to the November meeting.</p> <p>The Committee requested that the Scrutiny Officer extend the length of the meeting to accommodate the larger agenda for November's meeting.</p>
<b>13.</b>	<b>Date of Next Meeting</b>	The next meeting would be held on the 26th November 2018 at East Cambridgeshire District Council.



## Appendix 2

# **CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY**

## **Decision Statement**

**Meeting:** 31st October 2018

**Minutes:** [Cambridgeshire & Peterborough Combined Authority](#)

Summary of decision taken at this meeting

Item	Topic	Decision
	<b>Part 1- Governance Items</b>	
1.1	<b>Announcements, Apologies and Declarations of Interest</b>	<p>The Mayor welcomed Patrick Arran to his first meeting since his appointment as Interim Monitoring Officer.</p> <p>Apologies were received from J Ablewhite, Police and Crime Commissioner, substituted by R Bisby, Deputy Police and Crime Commissioner.</p> <p>There were no declarations of interest.</p>

1.2	<b>Minutes – 25th July 2018</b>	It was resolved to approve the minutes of the meeting of 26 September 2018 as a correct record.
1.3	<b>Petitions</b>	None received.
1.4	<b>Public Questions</b>	A question was received from Councillor Chris Boden, however he was not in attendance so his written question was read to the Board.
1.5	<b>Forward Plan</b>	<p>The Board reviewed the Forward Plan of Executive Decisions which was published on 29 October 2018.</p> <p>It was resolved unanimously to note the Forward Plan.</p>
1.6	<b>Appointment to Business Board</b>	<p>The Board considered a recommendation to appoint Councillor Wayne Fitzgerald as substitute for Councillor Charles Roberts on the Business Board in place of Councillor Anna Bailey.</p> <p>It was resolved unanimously to:</p> <p style="padding-left: 40px;">a) appoint Councillor Wayne Fitzgerald as substitute for Councillor Charles Roberts, Portfolio for Economic Growth on the Business Boar</p>

1.7	<b>Membership of the Combined Authority and Committees - Amendments</b>	<p>The Board considered changes to the substitute membership of the Combined Authority Board and Overview and Scrutiny Committee.</p> <p>It was resolved unanimously to note:</p> <ul style="list-style-type: none"> <li>a) the appointment by Cambridgeshire County Council of Councillor Ian Bates temporarily as its substitute member on the Combined Authority Board</li> <li>b) the appointment by Peterborough City Council of Councillor Shaz Nawaz as one of its substitute members on the Overview and Scrutiny Committee for the remainder of the municipal year 2018/19</li> </ul>
	<b>Part 2- Combined Authority Matters</b>	
2.1	<b>£100m Housing Programme - Scheme Approvals</b>	<p>The Board considered a report detailing a new scheme to consider in the context of the overall investment pipeline for the Combined Authority's £100m programme.</p> <p>It was resolved unanimously to:</p> <ul style="list-style-type: none"> <li>a) commit grant funding of £1.634m from the £100m Affordable Housing Programme to support delivery of new affordable housing scheme at Lion Works, Station Road, Whittlesford.</li> </ul>
2.2	<b>Commission of the Local Transport Plan</b>	<p>The Board considered a report seeking confirmation of the scope and outputs proposed in the commission of the Local Transport Plan (LTP) for the Combined Authority area.</p> <p>It was resolved unanimously to:</p> <ul style="list-style-type: none"> <li>a) agree the scope of the Local Transport Plan for the Combined Authority</li> <li>b) agree the stakeholder engagement strategy</li> </ul>

2.3	<b>East-West (North) Corridor – A47 Dualling Study – Strategy, Phasing and Prioritisation Stage 0</b>	<p>The Board considered a request to approve additional funding of up to £1m consisted of £800k to establish a supply chain and meet County Council and land costs plus a £200k contingency fund.</p> <p>It was resolved unanimously to:</p> <ul style="list-style-type: none"> <li>a) note the findings of the revised A47 Strategic Outline Business Case, and Options Appraisal Report which confirms that a strong case exists for the dualling of the whole section of the route.</li> <li>b) note the three identified route options being developed to the standards of both HE DCO Compliant PCF Stage 0 and SGAR.</li> <li>c) approve the continuation of Skanska consultancy support via the existing Cambridgeshire County Council framework arrangement and Budget of additional funding of up to £1,000,000, (at a level of £800,000 plus £200,000 contingency subject to CEO / CFO release) for the development of HE DCO Compliant PCF Stage 0 products to achieve a Green SGAR approval.</li> <li>d) note the need to identify funding for a contribution towards the development stage of up to £30,000,000 of an estimated total £60,000,000 over the period 2019 to 2025 as a contribution to the design and development of the preferred route.</li> <li>e) delegate authority to the Transport Director, in consultation with the Chairman of the Transport Committee, to consider and negotiate the concept of amending the continuation or cessation of the current proposed Highways England Intervention at Guyhirn, to then utilise the funding in the development of the wider scheme.</li> </ul>
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2.4	<b>Cambridge Autonomous Metro: Update</b>	<p>The Board received an update on the CAM project and specifically on the decisions taken at the July Board.</p> <p>It was resolved by a majority to:</p> <ul style="list-style-type: none"> <li>a) note the progress of the CAM project towards the production of the Strategic Outline Business Case by December 2018</li> <li>b) agree the outcomes of the review of the A429 Camborne to Cambridge project, following the pause agreed at the July Combined Authority Board meeting</li> <li>c) note the progress of the work to assess the potential delivery models to ensure the priority transport projects (including the CAM) can be delivered at pace.</li> </ul>
2.5	<b>A605 Kings Dyke Level Crossing Closure</b>	<p>The Board considered a request for funding to enable the construction of King's Dyke level crossing closure scheme to proceed to completion in 2020, following the completion of detailed design.</p> <p>It was resolved unanimously to:</p> <ul style="list-style-type: none"> <li>a) note the independently reviewed Business case supporting the progression of the scheme as value for money</li> <li>b) agree to provide funding contribution of up to £16.4m over the original £13.6m allocation to enable the scheme to progress to construction</li> <li>c) agree the apportionment of 40 / 60 as a split of any under / over spend against the above budget between Cambridgeshire County Council and the Combined Authority as set out in the report.</li> </ul>



2.6	<b>Performance Reporting</b>	<p>The Board considered future performance reporting arrangements. It was resolved unanimously to:</p> <p>a) agree the proposed performance reporting arrangements described in this paper.</p>
	<b>PART 3- Date of Next Meeting</b>	
3.1	<b>Wednesday,</b> <b>28 November 2018</b> <b>Council Chamber, Fenland Hall,</b> <b>County Road, March PE15 8NQ</b>	