

COUNCIL MEETING

AGENDA

19th July 2022

Red Kite Room,
New Shire Hall,
Alconbury Weald,
Huntingdon
PE28 4YE

Cambridgeshire County Council Notice of Meeting

The meeting of the County Council will be held in the Red Kite Room, New Shire Hall, Alconbury Weald, Huntingdon PE28 4YE on Tuesday 19th July 2022 at 10.30a.m.

Agenda

Apologies for Absence

1. Minutes – 10th May 2022 and Motions Log (pages 12-39)
[available at [County Council meeting 10/05/2022](#)]

2. Chair's Announcements (oral)

3. Declarations of Interests (oral)
[\[Guidance for Councillors on declaring interests is available here\]](#)

4. Public Question Time (oral)

To receive and respond to questions from members of the public in accordance with Council Procedure Rule 9.3.

5. Petitions (oral)

To receive petitions from the public in accordance with Council Procedure Rule 9.4.

6. Items for determination from Policy and Resources Committees (oral)

(a) Strategy and Resources Committee

Treasury Management Report – Quarter Four Update 2021-22

To consider the following recommendation arising from the Strategy and Resources Committee meeting on 27th June 2022.
(minute no.81 refers)

To note the Treasury Management Quarter Four Outturn Report for 2021/22, and endorse it for consideration at Full Council.

Note: a copy of the report discussed by the Strategy and Resources Committee and the minutes of the meeting are available via the following link: [Strategy and Resources meeting 27/06/2022](#)

(b) Environment and Green Investment Committee
Nature and Climate Change Declaration

To consider the following recommendation arising from the Environment and Green Investment Committee meeting on 7th July 2022.
(minute no.75 refers)

- a) Support the Nature & Climate Declaration and recommend to Full Council to sign the Declaration;
- b) Endorse the Climate and Ecology Bill (2022) and recommend this to Full Council.

Note: a copy of the report discussed by the Environment and Green Investment Committee and the minutes of the meeting are available via the following link:
[Environment and Green Investment Committee - 7 July 2022](#)

7. Structure of the Corporate Leadership Team (pages 40-56)
8. Delegation of statutory function to determine an application to register a public right of way across county boundary (pages 57-60)
9. Appointments to Outside Bodies
Greater Cambridge Partnership Joint Assembly (page 61-64)
10. Motions submitted under Council Procedure Rule 10
 - a) Motion from Councillor Hilary Cox Condron

The Council notes that:

- Cambridgeshire residents are constantly exposed to paid promotion of activities or products which are potentially harmful for their mental and/or physical health and the environment they live in. These include, but are not limited to, junk food, alcohol, gambling and most polluting forms of transport (e.g. SUVs, fossil fuel companies).
- There is precedent for banning harmful product advertising in the context of public health. Most notably, most types of tobacco advertising were banned in 2003, including in public spaces such as bus shelters.
- Restricting the advertising and sponsorship of harmful products is not the same as banning the products themselves.
- Cambridgeshire County Council declared a climate emergency in 2019 and thus any action to minimise the negative impact on the environment, and to promote health and wellbeing for its residents, is urgent and should be welcomed.
- The Council has an ethical policy but does not yet specifically exclude junk food or fossil fuels, although does refer to a general exclusion with anything that 'appears to conflict with the Council's wider promotion of healthy and active lifestyles'.

- In response to a public question at the 22 July 2021 Cambridge City Council meeting, the Executive Councillor confirmed that the City Council has an interest in an aged contract relating to the supply of bus shelters. There is opportunity to work with the County Council to join contracts for other street assets, such as roundabouts and the County Council's own few bus shelters, and the City Council is in favour of considering an ethical advertising policy with them. Similar contexts might apply in other District Councils, thus County and District collaboration is key on this matter.
- The Council currently has income targets relating to the sale of advertising and sponsorship opportunities.

The Council welcomes that:

- The Greater London Authority (GLA), which controls Transport for London (TFL) property, were able to enact a Healthier Food Advertising Policy in 2018 prohibiting High Fat, Sugar or Salt (HFSS) food advertising on TFL property.
- Some councils, such as Bristol, have recently reviewed their ethical advertising policies. For instance, Bristol City Council, in its Partnerships and Collaboration Policy, does not permit advertising and/or sponsorship that contains, implies and suggests any of the following: "Promotion or availability of foods and drinks that are high in fat, salt and/or sugar (HFSS) as defined by the Department of Health and Social Care's nutrient profiling model, without exceptions. This includes advertisements where there is a range of food/drink featured, some of which is HFSS." and "Promotion or availability of alcoholic drinks. This includes advertisements where there is a range of drinks featured, some of which are alcoholic."
- Some councils already passed motions on these issues. For instance, North Somerset County Council passed a motion in 2020 to review and strengthen the Council's Low Carbon Advertising Policies. Norwich City Council passed a motion in 2021 in support of banning advertising of environmentally damaging products.

The Council expresses concern that:

- Some advertising of environmentally damaging products and junk food in particular is actively undermining the Council's priorities in public health and environmental policies.
- This undermines the work of schools, nurseries, children's centres and other organisations who are investing in healthy eating programmes, citizenship education and ensuring a healthy food environment inside their gates.
- Advertising is insidious in places where young people congregate e.g. near parks, sports grounds, etc and we need to ensure that promotion of physical exercise and an active lifestyle is not undermined by junk food advertising.

The Council is recommended to ask Strategy and Resources Committee to:

- consider phasing out all forms of junk food advertising in County Council assets, such as roundabouts. The Council will aim to instead use the advertising space to promote health promoting products, which may mitigate any loss of income.
- publish an advertising strategy that includes the Council's position on junk food, and consideration to environmentally damaging products (including industrially farmed animal products) in the context of the Council's net zero strategy, in addition to the exclusions currently included within the policy - such as gambling, alcohol and violence.
- investigate the possibility of a County wide Low Carbon Policy for advertising and sponsorship, and model any resulting financial impact.

The Council is also recommended to:

- work collaboratively with District Councils to have a joined-up approach to this issue via the Cambridgeshire Public Service Board, given that Districts have responsibility for applying national planning policy on advertising planning restrictions.
- ask the Chief Executive to write to the Secretaries of States for Health and Social Care, and Digital, Culture, Media and Sport asking to consider a ban on junk food advertising nationally in council owned spaces and public spaces more broadly.
- work collaboratively with the Local Government Association to promote best practice in this area.

[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 Mark Goldsack

A countywide approach to safety buffer zones for 30/40mph streets from National speed limit approach roads

This Council notes that:

- during the latest Local Highway Initiative (LHI) application campaign a very high percentage of applications were requesting 40mph buffer zones on roads accessing their local town, village, or community 30mph areas.

This Council acknowledges that:

- the LHI scheme does offer our communities the chance to request changes and improvements to the highway system, but that the application scheme can be cumbersome, expensive, and limited in terms of what a community can do, especially in time.

- Parish and Town councils, or local community applicants, must financially contribute to desired areas of need and want, and yet statistics are showing that a collective desire for buffers means that doing one per parish per year is unfair, and unsafe for our residents.
- 40Mmph buffer zones that have been implemented across the County via the LHI scheme provide proof that the scheme enhances community safety by slowing down traffic and supporting pedestrian and cyclists in those areas.
- the county council has a duty to protect the population, and this is a positive step to further doing so.
- the importance of taking responsibility for proven community safety improvements from a once per year LHI application process to the heart of the Council.

This Council therefore requests that a report be produced for a future Highways and Transport Committee detailing a review of all National Speed Limit access roads that lead into 30MPH road inhabited areas. It should include:

- a review of current speed policy and process.
- the possible cost and process associated with further speed reductions on village approaches (based on worked up examples) as well as the possible safety outcomes that could result from scheme implementation.
- an outline of a programme initiation document showing the time, cost and quality outcome elements of this scheme detailing how the approach should be offered to the local councils and if they accept, how they should be rolled out and the timescales involved.

[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 Steve Count

Core purpose: To raise governance concerns and highlight the potential dangers of a politically aligned Audit and Accounts Committee Chair and Committee.

The Council notes that:

- the joint administration took over control of Cambridgeshire County Council (CCC) in May 2021 and led by the Liberal Democrat leader Councillor Lucy Nethsingha, it made significant changes to the committee structure and subsequently significant changes to the constitution.
- the joint administration has undertaken a peer review, which covered many strategic corporate areas and some specific areas of concern.
- new governance arrangements were not included in the peer review and more recently the Chief Executive Stephen Moir, with the full backing of all group leaders has instigated a review of governance.

- there are many issues new and old which have already been and continue to feed into that review in an attempt to improve governance for residents affected by decisions made at the Council.
- the Chair of the Audit and Accounts Committee is appointed by full Council, which has often appointed a chair of a different political persuasion than the leading party in order to instil independence, robust challenge and confidence from the public that the committee was truly independent.

The Council acknowledges that:

- this organisation has a revenue budget in excess of £700m a year and has statutory responsibilities placed on it regarding the lives of its residents. It is therefore essential that its Audit and Accounts Committee is appropriately effective.
- for an effective Audit and Accounts Committee to function, the committee itself, the internal auditor and external auditor must all have a real, and apparent independence that everyone has confidence in.
- some authorities have appointed independent chairs and independent members, with pre-requisites for membership. These pre-requisites can also help address any imbalances in fair representation, which are not addressed by the Councillor membership of the committee.

This Council expresses concern that:

- the current appointed chair of the Audit and Accounts Committee is a member of the Joint Administration.
- this alignment of political ideologies, in such an important position of influence as the Chair of Audit and Accounts Committee, weakens the concept that the committee is truly independent of influence and has the potential to weaken good governance and good decision making.
- the confidence of the public and the press may be diminished when it examines this arrangement. This can be further exacerbated when the voting structure is politically proportional, meaning the committee itself is politically aligned to the political leadership, who are performing decision making.
- a further weakness can occur in audit and accounts committees, when the pool of councillors from which members of the committee can be chosen, have insufficient financial and process experience to deliver effective scrutiny challenge.

This Council therefore requests that the Chief Executive as part of the governance review's examinations and recommendations includes the following:

- examines the effectiveness and independence of the Audit and Accounts Committee
- a recommendation for effective chairing of Audit and Accounts Committee meetings
- a recommendation for creating a more independent non-political led committee

- takes account of both the real potential, as well as the perception of potential, for political partisanship to influence the committee
- addresses the potential for a committee not having a pool of members able to provide sufficiently robust challenge or diversity of relevant experience, knowledge and ability.

[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]

d) Motion from Councillor Ros Hathorn

This Council notes that active travel infrastructure plays a vital role in:

- connecting communities
- providing new opportunities for individuals in terms of employment, education, caring and leisure
- encouraging a culture of active travel which can lower childhood obesity levels and improve adult health
- providing new choices for those who do not have a car including giving greater independence to those under the age of 17
- helping the county reach its net zero target of 2045

The Council acknowledges that:

- as more active travel infrastructure is built it will have growing maintenance costs.
- Government Department for Transport (DfT) funding is provided based on the DfT Highway Maintenance funding formula. Local authorities make the decisions on where to spend this money across the whole network, In Cambridgeshire these decisions are based on the condition of the asset and the adopted Highway Operational Standards.
- the DfT does not make specific reference to the significance of active travel or include it explicitly within their funding formula, putting pressure on local authorities to accommodate a growing network of new generation active travel routes.
- Local Authority maintenance budgets are under increasing pressure to balance the numerous challenges across a changing network
- there is no commitment to or indication that the government will make an explicit inclusion of active travel infrastructure in the DfT maintenance block funding formula in the future.
- active travel needs new funding models which will both maintain the active travel infrastructure in place and support the delivery of really good new schemes.

- we have high active travel ambitions, and policy to support its delivery, it is essential that we use the planning process to its best effect to deliver on our ambitions across the county.
- consideration of the maintenance requirements for active travel infrastructure is currently being reviewed as part of the Highways Operational Standards review. This motion seeks to support not undermine that work by demonstrating that funding to support active travel is supported by the full council.
- some schemes, however, will be finalised before that review is complete.

This Council therefore:

- asks the Highways and Transport service to prioritise developing active travel specific maintenance measures within the Highways Operational Standards (HOS) and explore ways in which ongoing maintenance requirements can be removed as a barrier to good scheme design.
- asks the Highways and Transport service to undertake a review of the highway hierarchy used to deliver the asset management maintenance programme to ensure it reflects active travel growth and the ambitions of the council.
- supports Active Travel England's talk of a 'new golden age of walking and cycling' [Active Travel England update](#), and asks the Chief Executive to write to the Department of Transport and Active Travel England to:
 - o outline the Council's concerns that councils' will not be able to deliver the active travel infrastructure necessary for this without a commitment from government to fund the maintenance of an expanding network of ambitious new generation cycleways and footways;
 - o lobby for explicit inclusion of active travel infrastructure in the DfT maintenance block funding formula,
 - o lobby for active travel to be included as a priority within the Highway Maintenance Incentive fund.
- agrees to fully utilise the planning process to secure the highest quality developer infrastructure to meet the ambitions and aspirations of Cambridgeshire and agrees to strive for a more ambitious approach to schemes being developed currently so it can deliver better active travel schemes earlier.

[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]

e) Motion from Councillor Alex Beckett

Problem pavement parking within our urban environments is a constant problem. It obstructs free passage and creates a hostile environment for many people particularly the most vulnerable in society with visual or mobility impairments. It creates a safety hazard where pushchairs are forced into the road to avoid a parked vehicle. A [confused.com](#) survey of 2000 adults found that 72% had been forced into the road to avoid a car parked on the pavement and 44% had felt unsafe because of this. A YouGov poll by Living Streets found a staggering 87% of parents with children aged 4-11 had to step into the road due to a parked vehicle.

While in some areas due to the width of the highway, pavement parking is difficult to avoid without removing all parking, there are large areas where there is simply no reason to park on the pavement and where a lack of enforcement is abused by antisocial drivers. Local authorities can restrict pavement parking by means of a Traffic Regulation Order (TRO). The most direct route to this within Cambridgeshire County Council is by means of an Local Highway Initiative (LHI) bid however these are often overloaded and forced to consider a small area. There is no coherent strategy within LHI bids. A concerted effort across extended areas would reduce pressure on the LHI programme and deliver cost efficiencies while presenting a coherent message to residents about how seriously we take this issue. With a TRO in place enforcement can be completed by civil parking inspectors in areas where this is delegated.

This Council therefore notes that:

- Parking on the pavement is a persistent problem and causes serious safety issues for the disabled, damages our pavements and prevents access for pedestrians.
- Whilst in some areas we may support formalised pavement parking, there are areas where we would seek to prevent it, and where a lack of enforcement is abused by antisocial drivers.
- Pavement parking can be prohibited via a Traffic Regulation Order and then enforced by civil parking enforcement. However, this can be expensive and there is currently no way to implement this outside the already overburdened Local Highway Initiative Scheme.
- There is a Bill to amend the law relating to parking on verges and footways in England outside of Greater London and in Wales, which will make it an offence to park on pavements however timescales or success are unknown and as currently drafted will not resolve all issues:

The bill as proposed [Pavement Parking Bill](#)

- Obviously if this is successful it will save the cost of multiple TROs, and will avoid the challenges associated with displaced parking, but we do not know if/when this will be introduced or if it will go far enough to prevent problem parking in all areas.

This Council therefore:

- Asks the highways department to prepare a paper for Strategy and Resources Committee proposing a group of pilot areas in Cambridge City for TRO implementation, outlining the costs required to implement.
- Asks Strategy and Resources Committee to assess this paper and provide a budget for implementation and enforcement of this work to prevent informal pavement parking within the city.
- Asks Highways and Transport Committee to assess the impact of this trial upon its implementation.

- If successful, ask the highways department to expand this work and bring a further paper to Highways and Transport Committee for all urban areas within Cambridgeshire with informal pavement parking, when it is appropriate to do so (mindful that Civil Parking Enforcement powers are needed to locally enforce the TRO).

[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 (pages 65-84)
and Overview and Scrutiny Committee
(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 11th July 2022

Fiona McMillan
Monitoring Officer

Full Council Motion Log

This is the updated Motion Log as of 11th July 2022. It captures the actions arising from motions agreed at meetings of Full Council and updates Members on the progress in complying with delivery of the necessary actions.

Motions from Full Council on 10th May 2022					
Councillor	Topic	Responsible Officer	Action	Update	Status
Councillor Mark Goldsack	Tracking motions	Democratic Services Manager	Incorporate an action log, for commenting and noting, to be considered as part of the item on the minutes on every Council agenda (except for the February budget meeting).	Update: 11.07.2022 A log of motions, agreed by Full Council, will be appended to the minutes of each meeting (except for the February budget meeting). The first iteration includes all motions since May 2021, with actions henceforth being removed once they have included an update demonstrating that they have been completed.	Complete
Councillor Sam Hoy	SEND schools	Director of Education	The Children and Young People Committee to consider changing the School Transport policy to add in different, more reasonable journey times for children with SEND when it receives an update report on SEND provision at its meeting in May.	Update: 11.07.2022 This was included in a report presented to the Children and Young People Committee on 5th July 2022.	Complete

		Director of Education	The Children and Young People Committee to receive a report with the costs of transporting children with SEND to schools other than their local school.	Update: 11.07.2022 Included in the July Report for Children and Young People Committee.	Complete
		Director of Education	The Children and Young People Committee to consider committing to urgently build a new Special School in Fenland.	Update: 11.07.2022 Included in the July Report for Children and Young People Committee.	Complete
Councillor Ros Hathorn	Street planters and green bus stops	Executive Director for Place and Economy	Develop guidance on the Council's website which makes it easier for these projects to move forward, and to provide a briefing paper to members of the Environment & Green Investment and Highways and Transport Committees this summer with a view to communities being able to consider such projects within the year of the Queen's Platinum Jubilee as a way of commemorating this event.	Update: 11.07.2022 Guidance / text on the website for street planters is under consideration by the Director for Highways and Transport, alongside signposts for bus stops with a view to her leading this project. Input from the Assistant Director for Planning, Growth and Environment, the Head of Service for Historic and Natural Environment, as well as the Environment and Green Investment Committee will be considered.	Ongoing

Councillor Lucy Nethsingha	Waste recycling	Executive Director for Place and Economy	A briefing note be written and circulated to members of the Environment and Green Investment Committee looking at the ways in which the Council can continue to work with RECAP (Recycling Cambridgeshire and Peterborough) to support increased re-cycling, working closely with district and other partners.	Update: 11.07.2022 Following a meeting with Councillor Nethsingha, officers in the RECAP Waste Partnership are undertaking research and gathering evidence regarding potential initiatives and schemes to increase recycling rates in Cambridgeshire, which could be delivered and trialled through RECAP and relevant partners. These will be presented as examples within the briefing note for members of the Environment and Green Investment Committee, and will consider estimated costs. Scoping meetings have been held and are ongoing.	Ongoing
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Motions from Full Council on 15th March 2022

Councillor	Topic	Responsible Officer	Action	Update	Status
Councillor Ros Hathorn	Repair cafes and other reuse, recycling and upcycling initiatives	Director Business Improvement and Development	A report to be brought to the meeting of the Communities, Social Mobility and Inclusion Committee on 21 July 2022 (deferred to September 2022 committee with agreement from Cllrs Hathorn and Goldsack) with a model whereby the County Council can support the rollout of new repair, recycling, upcycling and reuse initiatives, to support existing schemes, and consider the efficient use of	Update: 11.07.2022 The paper to Communities, Social Mobility and Inclusion Committee has been deferred to September to allow time for a model, co-designed with communities, to be proposed. Meetings with community groups have commenced. Further work on this has been discussed with Councillors Hathorn and Goldsack. Action related to this motion is closely linked to the Council's decentralisation approach and the	Ongoing

			limited funds and suitable scheme evaluation criteria.	waste recycling motion from the Council meeting in May 2022.	
Councillor Alex Bulat	Elections bill and voter eligibility	Head of Communications	Work collaboratively with District Councils to develop a strategy of communications on voter eligibility including accessible information about changes in eligibility for EU citizens and the range of voter ID options that can be used.	Update: 11.07.2022 Discussions are underway to develop this strategy, and the service liaised with communications leads in districts holding 2022 elections regarding the promotion of accessible information. This will be picked up again ahead of the next elections.	Ongoing
		Director of Customer and Digital Services	Use this programme to increase its efforts to encourage eligible voters who are not registered to vote. For instance, but not limited to, working collaboratively with District Councils who can include information about voter registration and eligibility in council tax letters, council social media communications, local magazines, and through using our County's networks of local partners and community groups where appropriate.	Update: 11.07.2022 The service will liaise with district partners, who are responsible for maintaining and updating the electoral register, so that these approaches can be used to promote voter registration when the electoral registers are refreshed.	Ongoing
		Head of Communications	Disseminate information on the Council's channels and through its partnership work, such as collaborating with Community Connectors and relevant	Update: 11.07.2022 All information provided currently is disseminated in this way, and as new information is developed as part of the strategy, this will happen too.	Complete

			organisations working in partnership with the Council.		
		Chief Executive	Ask the Chief Executive to write to the Minister of State for the Cabinet Office, asking that the Elections Bill be amended to extend local election voting rights in England and Northern Ireland to all qualifying foreign nationals in line with voting rights in Scotland and Wales. This would be a UK-wide approach and fair to all our residents who are council tax payers and deserve the right to be represented.	Update: 11.07.2022 The Chief Executive wrote to the Minister of State for the Cabinet Office on 22 nd April 2022. No response has been provided by the Cabinet Office Minister to date.	Complete
Councillor Hilary Cox-Condron	Inequalities	Director of Customer and Digital Services	Adopt the Public Sector Duty regarding Socio-economic Inequalities so that when the County Council is making decisions of a strategic nature, about how it exercises its functions, it has due regard to the desirability of exercising these functions in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage.	Update: 11.07.2022 Following the adoption of the socio-economic inequalities' duty, officers have met to consider how the Council reflects this duty following its equalities' strategy refresh, scheduled in 2022. A draft version of this strategy, incorporating this duty, will be presented to the Strategy and Resources Committee ahead of its formal sign-off later this year by full Council.	Ongoing
		Director of Customer	Adapt our equality impact assessment tools and processes to take account of	Update: 11.07.2022	Complete

		and Digital Services	this duty so that Members and Officers are assisted in their decision-making and assured that changes in Council policy and practice take into account the impact of decisions on those with protected characteristics as well as the impact of those decisions on those who experience socio-economic disadvantage.	<p>News of the commitment has been shared with the Equalities, Diversity & Inclusion Leadership Forum, Working Group and staff network, and with all staff via a blog on the staff intranet and via the Council's weekly staff newsletter.</p> <p>The Equalities Impact Assessment (EqIA) e-form and guidance has been updated to reflect this commitment. This refreshed online EqIA was launched in May 2022. A Members briefing on EqIAs has been scheduled for Monday 18 July 2022, and an invitation will be sent out closer to the time.</p>	
		Director of Customer and Digital Services	Regularly review and update the data we have about socio-economic inequality across the county, including as it relates to the experiences of our communities living in rural isolation and/or poverty/deprivation, working with our communities and our partners to publish this data in an accessible and transparent way through the website Cambridgeshire Insight.	<p>Update: 11.07.2022</p> <p>The Cambridgeshire Insight website automatically draws the latest available information into reports and visuals about socio-economic inequality from national data collections. The data from Census 2021 is a crucial new data set which will underpin updates to socio-economic indices, such as the Index of Multiple Deprivation. The Office for National Statistics publishes Census data release plans on its website, and the first release of basic information is due in summer 2022.</p>	Complete
		Director of Customer and Digital Services	Review, develop, and implement training and communications for staff and Members to raise awareness of this duty within our wider Equality, Diversity and Inclusion work, and to develop our	<p>Update: 11.07.2022</p> <p>There is ongoing development of a set of mandatory and wrap around learning for Council staff and Members regarding different aspects of Equality, Diversity and Inclusion, including Equality Impact Assessments. External expertise</p>	Ongoing

			<p>understanding of how it applies to our policies and practices, in the services we deliver, and in the services we commission from others.</p>	<p>is working alongside the Council's Learning and Development Team to provide support with the content of the learning packages, and this will be made available early in the Autumn. The company providing this expertise has gathered feedback and views from across the organisation to inform the design and approach to be taken.</p> <p>A Members briefing for this has been scheduled for 18 July 2022, and an invitation will be sent to Members closer to the time.</p>	
Councillor Edna Murphy	Tree planting	Executive Director for Place and Economy	<p>Ask that National Highways publish facts and figures on a regular basis about the tree planting work – for example:</p> <ul style="list-style-type: none"> • How many trees were planted originally • How many alive after periods of time e.g. quarterly, annually • How many are replanted and when or what changes to management should be made to ensure more will thrive • What annual processes are engaged with in relation to tree management • What is the estimated and actual contribution to carbon reduction 	<p>Update: 11.07.2022</p> <p>Lowthers, the landscaping subcontractor for the scheme, are undertaking a survey of National Highways tree planting associated with the A14 and putting together proposals for remedial planting. This includes establishing the root cause of unsuccessful planting. The findings will be discussed with the A14 designers with regard to possible substitutions needing approval from the local authorities (Huntingdonshire District Council and South Cambridgeshire District Council).</p> <p>Trees have been breaking bud late this year which will influence the completion date for the survey. This survey will provide sufficient confidence to place a provisional order for the replacement trees required and the proposal would be to carry out another survey in August to confirm the numbers.</p>	Complete

				<p>National Highways will continue to manage trees for five years from the opening of each particular section of the A14 for areas that will be passing back to the Council, and the Council is liaising with them to establish a reporting framework to provide information on current status and assist in the handover when the five years conclude.</p> <p>National Highways will continue to be responsible for trees that are located on areas of land managed by them.</p> <p>National Highways are in liaison with local County Councillors to discuss and resolve concerns. A meeting occurred between Laura Hampshire of National Highways, the Service Director for Highways and Transport, Councillor Hathorn, Councillor Thompson and Councillor Murphy on 22nd June 2022.</p>	
		Executive Director for Place and Economy	Report regularly the progress of tree planting and its contribution to reducing the County's carbon footprint from motorised vehicles to the Environment and Green Investment Committee, and the details of the contract to the Strategy and Resources Committee.	<p>Update: 11.07.2022</p> <p>Reporting of tree planting associated with the A14 scheme will be as agreed with National Highways as above.</p> <p>Carbon emissions resulting from transport are averages applied to Cambridgeshire and include the A14, M11, A1 as well as the road network. In 2020/21, Cambridgeshire's total emissions were 7.3MtCO₂e. When the tree planting survey is completed by National Highways, and the quantity, age and type of tree planting is known, carbon emission reductions can be calculated. The carbon calculation is required for a time span up to the tree reaching maturity. These</p>	Complete

				<p>carbon emissions can then be included in the accounting model, mitigating emissions resulting from the road network and contributing to the balance between emissions and storage of carbon. The tree planting along the A14 and its carbon emissions reductions can be included in the Council's Annual Carbon Footprint Report.</p> <p>Report on Tree Planting across the Council's estate is within the Climate Change remit, with Highways recording and reporting to the climate change team for inclusion in their reports.</p>	
		Executive Director for Place and Economy	<p>Ensure that the relevant officers dealing with environment, decarbonisation and flooding are engaged in ensuring the tree planting project is successful, and that the project continues to operate within the Council's decarbonisation goals.</p>	<p>Update: 11.07.2022</p> <p>Officers responsible for environmental issues, decarbonisation and flooding are working together, and will be included within the discussions relating to the A14 planting programme, noting the responsibilities of Huntingdonshire and South Cambridgeshire Planning Authorities in the approval of any new planting strategy. Consideration will be given to the data requirements for the Council's Annual Carbon Footprint Report as part of the Council's Climate Change and Environment Strategy, and alignment with the emerging Tree and Woodland Strategy, as well as the Biodiversity Strategy and Flood Risk Management.</p>	Complete

Motions from Full Council on 25th January 2022

Councillor	Topic	Responsible Officer	Action	Update	Status
Councillor Sam Hoy	Mental health hubs	Chief Executive	Ask the Chief Executive to write to Young Minds to join its call on Government to #fundthehubs – and press for more Government funding in mental health.	Update: 11.07.2022 A letter was sent on 2 nd February 2022.	Complete
		Chief Executive	Ask the Chief Executive to write to the CCG to urge it to urgently increase its proportion of spend on young people's mental health.	Update: 11.07.2022 A letter was sent on 2 nd February 2022, and was followed by consultation with the Executive Director for People and Communities. There is a commitment to mental health as a system wide priority through the draft Health and Wellbeing Strategy.	Complete
		Executive Director of People and Communities	With decentralisation, work with the CCG to open an Early Help hub in each locality.	Update: 11.07.2022 Discussions have been held between the Public Health team and CCG colleagues about how to address this. The CCG are supportive of the aspiration and will take a recommendation to the Children's and Maternity Collaborative Board in due course.	Ongoing
		Executive Director of People and Communities	Produce a guide to mental health and wellbeing support available to young people in their area, mapping the help	Update: 11.07.2022 This is being done as part of the HAY (How are you?) project, which originally started in	Complete

			available across both the statutory and voluntary sectors and providing information on how to access that help.	<p>Peterborough for adults but is being rolled out across Cambridgeshire for all ages. HAY maps community activities and support available for mental wellbeing, but tries not to label it as mental health. Therefore, it includes a diverse range of health and wellbeing activities. There is an interactive map and other information on the HAY website.</p> <p>The Council also maintains a ‘keep your head’ website, which provides further information about how to support yourself, and how to access support for mental health locally.</p>	
Councillor Steve Criswell	Waste incineration	Executive Director for Place and Economy	Send a letter to the Secretary of State for the Department for Levelling Up, Housing and Communities (DLUHC) to raise the concerns being made by local residents on these proposals and to lobby Government to move away from incineration and instead, focus on the circular economy and using green solutions for energy generation.	<p>Update: 11.07.2022</p> <p>A letter was sent by the Executive Director for Place and Economy to the Secretary of State for DLUHC on 29 April 2022.</p>	Complete
		Director for Public Health	Encourage the healthcare industry to move away from the use of plastics in favour of more sustainable alternatives. Encourage those giving rise to clinical waste in this county to fully utilise existing facilities including the incinerator located	<p>Update: 11.07.2022</p> <p>A letter was sent to the chair of the NHS Estates group, who have responsibility for waste, raising the issues and requesting a response.</p>	Complete

at the Addenbrooke's Hospital site.

Motions from Full Council on 9th November 2021

Councillor	Topic	Responsible Officer	Action	Update	Status
Councillor Mark Goldsack	Protecting homes and property from unnecessary surface water	Executive Director for Place and Economy	Undertake a full audit of known issues with underground highways assets to identify narrow bore piping issues and determine, under present conditions and stresses, whether they can be expected to cope with the regular and anticipated deluges and subsequent surface water of the like now regularly seen.	<p>Update: 11.07.2022</p> <p>The Highways Flooding Location mapping and risk based priority assessment work is under way and progressing, and Members have been canvassed for their input to enable us to capture their local knowledge. The Council plans to complete this work by the end of the summer, along with the initial set of investigation works.</p> <p>The programmes of gully emptying, cleansing and minor repairs are part of cyclic and routine highways maintenance works. The programmes are constantly being undertaken as the Council works around the network identifying locations where minor works are required as a result of the gully cleaning.</p>	Ongoing
		Executive Director for Place and Economy	Use the audit and local plans to predict which systems will be overwhelmed and to incorporate that into planning discussions with local planning authorities.	<p>Update: 11.07.2022</p> <p>The flood team already provides input into local plans, including a review of the specific site allocations from a flood risk and drainage perspective. Upon completion of the audit (first bullet point of motion) and identification of high-risk areas, the flood and highways teams will</p>	Ongoing

				work together with local planning authorities to ensure these risks are picked up in planning responses, and mitigation is requested through the planning system.	
		Executive Director for Place and Economy	Ensure the findings of the Section 19 reviews of the Winter 2020 flooding are reflected as soon as possible in the forthcoming Local Flood Risk Management Strategy to address surface water management and consider incorporation of these issues in future highways asset management system procurements.	Update: 11.07.2022 The findings of these reviews were incorporated into the Local Flood Risk Management Strategy, adopted by the Environment and Green Investment Committee on 3 March 2022. The new Highways Asset Management System is at the early stages of procurement. Included in the specification of the system is the ability to record asset inventory information and condition. The system will be able to hold details of drainage systems, including pipe size, invert levels and lengths, which can be used to inform potential flood alleviation schemes.	Ongoing
		Executive Director for Place and Economy	Commit to the people of Cambridgeshire that anywhere small bore pipework is causing an issue it will be addressed by carrying out an assessment of the a fully costed of a programme of works to either replace the small-bore soak away pipework, with appropriate higher bore pipe work solutions that bring immediate relief and also future proof as predicted or supply full details of alternative solutions in those	Update: 11.07.2022 The investigations following the recording and mapping of the Highways Flooding Locations will result in a list of proposed works to improve system capacity with estimated costs. Designs for schemes will include providing additional capacity where required, to cope with the forecast increases in intensity of rainfall as a result of climate change, where this is achievable. Where not achievable, the highways team will work with the Flood and Water Management team to implement suitable mitigation measures.	Ongoing

			areas with fully costed plans of actions that will mitigate and protect property in areas of known puddling. Consideration of solutions and costs for addressing surface water flooding issues to go through the Council's ongoing business planning process.	Investigations will follow the risk mapping exercise, with completion due in September 2022. Designs and works on the ground will follow, in line with the level of investment we can achieve.	
		Chief Executive	Note the ongoing work by the HDM Team to review drainage strategies for new developments in line with Local Lead Flood Authority advice, and ask the Chief Executive to write to all planning authority chairs, along with Internal Drainage Boards, water companies, and other relevant agencies to seek their input on these strategies, highlighting our concerns about how we can future proof the installation of larger bore pipework to all new developments to avoid surface water run off on highways and other areas as a result of development.	<p>Update: 11.07.2022</p> <p>This has not yet commenced, as the priority has been on the Local Flood Risk Management Strategy (LFRMS). However, there is wider work to be done around the potential range of planning responses available to the Local Lead Flood Authority (LLFA) and other planning consultees. This is to inform the planned revision of the Flood & Water supplementary planning document timetabled for after the LFRMS.</p> <p>A letter will be written by the Chief Executive at the end of July 2022.</p>	Ongoing
Councillor Tom Sanderson	Afghan citizens	Interim Director, Communities and Partnerships	Sustain, for as long as is necessary, an open, practical, creative and solutions-focussed dialogue with each district and city Council in	<p>Update: 11.07.2022</p> <p>The Countywide Afghan Refugee Coordination Group met monthly to share learning, updates and address any issues relating to the arrival of</p>	Complete

			Cambridgeshire, to identify and deliver joint solutions and create joint opportunities to successfully resettle Afghan citizens in our county.	Afghan Refugees. The group is well attended by reps from all district councils and support organisations.	
		Interim Director, Communities and Partnerships	Use our best endeavours to help facilitate the identification of suitable housing for Afghan citizens, working closely with but not duplicating the work of our local housing authorities, including engaging with developers and private sector landlords.	The response to these motions and to the requirements for Afghan resettlement were addressed by a Countywide Afghan Refugee Coordination Group. This group acted to share learning, updates and address any issues relating to the arrival and settlement of Afghan Refugees in local communities. The group was comprised of representatives from all district councils, the city council and various community and support organisations active in supporting the settlement of Afghan refugees.	Complete
		Interim Director, Communities and Partnerships	Deliver training for frontline officers as well as managers to help increase their awareness of the context and circumstances within which new Afghan citizens are arriving in Cambridgeshire to help ensure we can best meet their needs.	The coordination group was a useful forum to bring together a range of stakeholders to consider issues such as access to (and impact on) public services. housing, skills and general support for integration into the community.	Complete
		Interim Director, Communities and Partnerships	Ensure all of our services, but especially education, social care and public health, stand ready to support Afghan citizens arriving in Cambridgeshire, with both immediate and emerging needs as necessary.	After a period of information and issue sharing, the group decided that the most appropriate level of response would be at a district/city council level, and the group was wound down.	Complete

		Head of Libraries, Archives and Culture	Direct the work of our libraries to welcoming and supporting Afghan citizens, as well as other new arrivals, through the creation and delivery of a Libraries of Sanctuary programme.	<p>Update: 11.07.2022</p> <p>The library service has:</p> <ul style="list-style-type: none"> • Signed an Organisation Pledge affirming its commitment to the City of Sanctuary vision of welcome for all in the UK. • Staff training 'Working with New Arrivals' was commissioned. • Continued to develop and cement relationships with key local partners, such as English as Second Language (ESOL) providers. • Created a leaflet with basic information on how to join Cambridgeshire Libraries and what it offers, which was translated it into Arabic, Farsi, Pashto and Ukrainian. • In order to further improve the library's welcome and remove barriers, the service has simplified the process of joining libraries online. • Started the process of reviewing stock of dual language books and books in other languages. • Became embedded in the local response to the war in Ukraine by supporting officers in the Council and partner authorities, plus initiatives such as Language Café at Cambridge Central. 	Complete
		Interim Director, Communities & Partnerships	Proactively identify employment (including apprenticeship) opportunities for Afghan citizens within the Council; vii ensure our adult skills service,	<p>Update: 11.07.2022</p> <p>Meetings with the adult skills service and with HR scheduled, to discuss English language and other skills training opportunities, employment</p>	Ongoing

			Cambridgeshire Skills, develops bespoke English-language courses to meet the needs of new arrivals where the national offer falls short, or where more specialist language training is necessary, and to deliver it in ways that are accessible to our new residents.	and apprenticeship opportunities, and a training / awareness raising approach for staff.	
		Interim Director, Communities & Partnerships	Mobilise the county's Community Resilience Group to share the responsibility to welcome new arrivals and support their integration into society.	<p>Update: 11.07.2022</p> <p>The Countywide Community Resilience Group (CRG) have held two discussions so far on the Afghan resettlement situation, helping to ensure a wide range of public and not for profit sector partners are briefed and able to identify and offer additional support.</p> <p>The longer-term plan for this group as the Afghan Refugee work begins to get into a steady rhythm is for these conversations to continue to take place on a regular basis at CRG meetings. Through the initial setting up of this group, opportunities were identified through HR services to assist families arriving with employment and apprenticeship opportunities as well as links made between the districts and Cambridgeshire Skills.</p> <p>Single Points of Contacts (SPOCs) within key county services continue to be in place.</p>	Complete

Councillor Richard Howitt	Social care	Executive Director of People and Communities	Make representations to Government and with partners through the Association of Directors of Adult Social Services, the County Councils Network and the Local Government Association, to call for an alternative plan which genuinely secures reform and funding to enable our authority to meet current pressure, growing demand and unmet need, to provide social care to the people of Cambridgeshire in the long-term.	<p>Update: 11.07.2022</p> <p>Of the £5.4bn for social care over the next three years, £3.6bn should be made available to the Council through the local government settlement to implement the social care reforms. £1.75bn of the £5.4bn has been held back by the Department of Health and Social Care (DHSC), and this will be used to fund several areas, including the integration of housing into local Health and Care strategies, the Social Care workforce, and support to unpaid carers. In 2022/23, the Council will receive £1.5m of the £3.6bn of reform funding, to be used on undertaking a Fair Cost of care review, as outlined in the Government guidance of 16 December 2021 – ‘Market Sustainability and Fair Cost of Care Fund: Purpose and Conditions 2022 to 2023’. This is to ensure local authorities can prepare their markets for reform, including undertaking a fair cost of care exercise to determine sustainable rates and identify how they we are to it.</p>	Complete
		Chief Executive	Ask the Chief Executive to write to the Secretary of State for Health and Social Care to call for resources to be provided by Government to fully compensate Cambridgeshire County Council for the additional costs arising from its plan in an enduring way and to raise funds for social care	<p>Update: 11.07.2022</p> <p>A letter was sent on 10 February 2022.</p>	Complete

			based on principles of fairness, sufficiency and sustainability.		
		Chief Executive	Ask the Chief Executive to write to the Secretary of State for Health and Social Care to call for a plan which genuinely fixes the crisis on social care.	Update: 11.07.2022 A letter was sent on 10 February 2022	Complete
Councillor Lucy Nethsingha	Free school meals	Director of Education	Work with partners to set up a funding scheme to support children and young people whose families are on Universal Credit or free school meals to have reduced cost access to out of school activities, in order to support them to reach their educational and personal potential.	Update: 11.07.2022 Officers have worked with school leaders to develop a scheme to support all children who need catch up outside of the Government-funded academic tuition route. This will include options for wider curriculum opportunities, clubs, visits, etc. The scheme will be launched for bids in the autumn and agreed projects will commence in January 2023. A paper will be presented to the Children and Young People Committee in October 2022 for agreement.	Ongoing
		Executive Director of People and Communities	Write to the Secretary of State for Education and Secretary of State for Works and Pensions to express this Council's grave concern at the impact that the cut of £20 a week to Universal Credit will have on many families in Cambridgeshire, and the potential impact of such a reduction on the lives of a large number of children and young people.	Update: 11.07.2022 With national guidance changing, the Government introduced the Household Support Fund to help support those families and individuals who are experiencing immediate financial hardship to pay for food and household energy bills. The scheme in Cambridgeshire includes: <ul style="list-style-type: none"> • Support for pensioners who are struggling financially 	Complete

				<ul style="list-style-type: none"> • Trusted Partners • Cambridgeshire Holiday Voucher Scheme • Holiday Activities and Food Programme • Support with food and household energy <p>More information can be found on the Council's website: Household Support Fund</p>	
Councillor Lorna Dupre	Land use framework	Executive Director for Place and Economy	Engage with partners bringing together a county-wide group with the necessary skills and approaches who will design, advise and lead this process.	<p>Update: 11.07.2022</p> <p>The Food, Farming and Countryside Commission (FFCC) leaders' group met in March 2022, where progress was discussed. The core team are gathering data sources before starting the progress of compiling the map. At the next meeting Council officers will present the results of the Council's natural capital opportunity area mapping that seem to be filling a gap in the data. Officers continue to meet with the FFCC as part of this ongoing process.</p>	Ongoing
		Executive Director for Place and Economy	Share information about relevant initiatives that are already happening in Cambridgeshire, especially at local level.	<p>Update: 11.07.2022</p> <p>This will proceed further once more is known about if and how the framework progresses.</p> <p>The Food, Farming and Countryside Commission (FFCC) has been gathering information around available datasets and the Council has been supplying this information.</p>	Ongoing
		Director Business Improvement	Consider where the Council might lend support and in-house expertise to processes	<p>Update: 11.07.2022</p>	Complete

		and Development	for gathering and mapping data to enable this project to progress.	Support requirements were considered, and Business Intelligence and support offered through the Place and Economy Directorate Management Team in December 2021.	
		Executive Director for Place and Economy	Work with partners in an engagement and listening process, particularly to ensure that marginalised and less-heard voices are included.	Update: 11.07.2022 The FFCC is undertaking a series of listening events; officers have been trying to ensure that their coverage is comprehensive geographically across the county	Ongoing

Motions from Full Council on 20th July 2021

Councillor	Topic	Responsible Officer	Action	Update	Status
Councillor Mark Goldsack	Sunnica Solar Farm	Executive Director for Place and Economy	Continue to work in partnership with Suffolk County Council, East Cambridgeshire District Council, and West Suffolk Council to make representations in respect of the Sunnica proposals as they develop.	Update: 11.07.2022 All four councils are working in partnership to make representations which includes consideration of the consultation document recently released by Sunnica, which closes on 6 July 2022.	Complete
		Chief Executive	Instruct the Chief Executive to write to the Secretary of State to express concern at the size and scale of the proposed 500MW Sunnica solar farm on agricultural farmland, the effect of COVID restrictions on	Update: 11.07.2022 A letter was sent to the Secretary of State on 4 August 2021.	Complete

			opportunities for public engagement and the omission of some residents from the initial round of consultations, and the impact of the proposals on rural communities.		
		Chief Executive	Share a copy of the letter with the other 'host' planning authorities, both local MPs, and the Cambridgeshire Parish Councils of Burwell, Chippenham, Fordham, Isleham, Kennett, Reach, Snailwell and Soham.	Update: 11.07.2022 The letter was shared with relevant parties, and the service will continue to work with the other 'host' authorities as this work is ongoing.	Complete
Councillor Elisa Meschini	Funding formula	Chief Executive	Instruct the Chief Executive to work with leaders (political and officer) and MPs to present the case for a review of the funding formula for Cambridgeshire and Peterborough to Government by November 2021.	Update: 11.07.2022 The Council made representations to the Government for fairer funding as part of the most recent local government settlement consultation on 13 January 2022. In October 2021, the Government announced a three-year comprehensive spending review that indicated changes to overall funding available for Government departments. This gave hope that there would be a three-year settlement for local government. The Council is now refreshing and updating its relative funding projections following that settlement and await further consultation from the Government. If the more substantive change that Cambridgeshire has called for is to come	Complete

				forward, this will need to be consulted on by the Department for Levelling Up, Housing and Communities shortly.	
Councillor Lorna Dupre	EU citizens	Interim Director, Communities and Partnerships	Work with partner councils and agencies to deliver a proactive and readily accessible information campaign about late application, and support to make such applications, through public facilities including (but not limited to) libraries and community centres, to ensure no EU citizen is left unaware of the need to apply, and where to turn to get the help they need, whether from this Council or other agencies.	Update: 11.07.2022 The deadline for most people to apply to the EU Settlement Scheme was 30 June 2021. Work to support applications and late applications was undertaken in line with the motion. A communication plan was developed to deliver a campaign on registrations, the issue was discussed at and promoted through the Community Resilience Group, and direct engagement with district and city council colleagues took place through the Think Communities Place Leads.	Complete
		Interim Director, Communities and Partnerships	Mobilise the County's Community Resilience Group to share the responsibility to promote late applications and provide the support some people may need to apply.	Update: 11.07.2022 The deadline for most people to apply to the EU Settlement Scheme was 30 June 2021. Work to support applications and late applications was undertaken in line with the motion. A communication plan was developed to deliver a	Complete

				campaign on registrations, the issue was discussed at and promoted through the Community Resilience Group, and direct engagement with district and city council colleagues took place though the Think Communities Place Leads.	
		Executive Director of People and Communities	Ensure all Looked After Children and adults in receipt of Social Care, who are EU citizens and for whom the Council is responsible, have been supported to complete applications to the EU Settlement Scheme, and that late application is pursued as a matter of urgency for all such residents who have not made an application to the EU Settlement Scheme before the 30 June deadline.	Update: 11.07.2022 Applications for all children in care and care leavers were made by the due date. There are a number who continue to await a decision from the Home Office. Adult Social Care utilised internal and external (via providers) routes to ensure all identifiable adults in receipt of social care that may have been affected were supported to make applications. A number continue to await a decision from the Home Office.	Complete
		Interim Director, Communities and Partnerships	Develop and implement a targeted programme, through the Council's Think Communities team and its relationships with district, city, town and parish councils, to engage with EU citizens most likely to fall into vulnerable categories including those in (c) above.	Update: 11.07.2022 The deadline for most people to apply to the EU Settlement Scheme was 30 June 2021. Work to support applications and late applications was undertaken in line with the motion. A communication plan was developed to deliver a campaign on registrations, the issue was discussed at and promoted through the Community Resilience Group, and direct engagement with district and city council colleagues took place though the Think Communities Place Leads.	Complete

		Head of Libraries, Archives and Culture	Provide IT support in libraries and other venues to support applicants who are finding it difficult to complete the digital application process, or to view and prove their digital status.	Update: 11.07.2022 The Council restarted the digital assistance scheme on 18 October 2021. This is commissioned by the Home Office via WeAreDigital and provides digital assistance only (it cannot offer advice). The Council was running this scheme before the pandemic, and the vast majority of appointments were for EU Settlement Scheme applications. All bookings will be made via the Government's helpline or website: Assisted Digital Help - Online Applications	Complete
		Director of Customer and Digital Services	Provide training for council staff to signpost EU citizens if they come into contact with someone without full settled status.	Update: 11.07.2022 A briefing note for all staff was published on the Council's intranet and promoted to all staff on 3 December 2021. Although the deadline for applications was 30 June 2021, but guidance remains available on how to assist those making late applications.	Complete
		Director of Education	Request that colleges delivering English language courses ensure they include messages about late applications in their course materials, and liaise with the Mayor and Combined Authority as the funding body for Skills to support this initiative.	Update: 11.07.2022 Cambridgeshire Skills English to Speakers of Other Languages (ESOL) provision, as well as other relevant courses, includes EU Settlement Scheme communications as standard. ESOL provision has recruited well, especially in Fenland, Cambridge City and Huntingdon. All learners have received the information regarding	Complete

				late applications. To date, there have been no applications, as all learners have settled status.	
		Interim Director, Communities and Partnerships	Work with partner councils and agencies to provide a programme of information for those such as landlords and employers whose roles require them to check digital proof of status.	Update: 11.07.2022 This forms part of both the communications plan and the direct engagement with district councils.	Complete
Councillor Steve Tierney	Highways	Executive Director for Place and Economy	An immediate audit of roads and footpath and cycle paths across the County, focussing first on areas of high deprivation.	Update: 11.07.2022 The Council's asset management approach directs maintenance funding to the priority needs across the whole network. Road, cycleway and footway condition surveys help us identify the schemes that form the Highways Maintenance Capital Programme approved by the Highways and Transport Committee for each financial year. The asset management approach directs funding so optimum value for money is achieved in the long term whilst maintaining all the network in a safe and useable condition commensurate to its use. An exercise to see where there are lower levels of road condition is being undertaken including a look at the identified areas of deprivation.	Ongoing
		Executive Director for Place and Economy	Work with the CPCA and GCP to audit access to public transport across the County, with a particular focus on access to post-16 education.	Update: 11.07.2022 Initial work will be undertaken to establish the existing evidence base on access to public transport, including as part of the ongoing work	Ongoing

				now underway to review the Local Transport Plan.	
		Executive Director for Place and Economy	Achieve improvements in highways according to need advised by Officers.	Update: 11.07.2022 The Highways Asset Management Approach ensures the funding available for maintenance is directed in the most effective value-for-money way in the long term, to help avoid / slow a deterioration of the state of the highway over time. Following the work to see if there is a lower road condition in deprived areas, officers will assess if there is a need to redirect any funding to achieve the optimum maintenance regime across the County.	Ongoing
		Executive Director for Place and Economy	Review further highways maintenance as part of its Highways Improvement Board currently being established.	Update: 11.07.2022 The Highways Improvement Board is now established, and the last meeting received an update on highways maintenance service improvement plan. That includes the adoption of new technology in road condition surveys to provide more accurate information on which to base the Council's maintenance programmes.	Complete

Structure of the Corporate Leadership Team

To: Full Council

Meeting Date: 19 July 2022

From: Chief Executive

Purpose: To provide Full Council with a formal report from the Chief Executive, in his statutory capacity as Head of Paid Service, setting out a series of organisational structure changes at a senior level.

Recommendations: The Council is recommended to:

- (a) Approve the revised structure of the Corporate Leadership Team and senior management structure of the Council, including the statutory officer roles of Section 151 Chief Financial Officer and Monitoring Officer.
- (b) Delegate authority to the Staffing and Appeals Committee, advised by the Chief Executive and Assistant Director of Human Resources to proceed with appointing to new or changed chief officer roles within the structure.
- (c) Delegate authority to the Chief Executive, advised by the Assistant Director of Human Resources, to proceed with appointing to new or changed roles below chief officer level, in accordance with the Council's Officer Employment Procedure Rules and associated policies and procedures.
- (d) To authorise the Chief Executive, in consultation with the Chair 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.

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1.0 Purpose

- 1.1 On 27th April 2022, the Staffing and Appeals Committee met to consider proposals brought forward by the Chief Executive, in his capacity as Head of Paid Service, to restructure the Council's senior leadership team arrangements. This paper provides Full Council with the final organisational structure proposed for implementation and an update on the responses that have been received following the completion of a statutory 30-day consultation period with the directly affected officers and trade unions.

2.0 Background

- 2.1 Cambridgeshire County Council and Peterborough City Council began sharing senior leadership posts and services in 2015 with the appointment of a joint Director of Public Health followed by a joint Chief Executive. In the six years since then, the two councils have agreed to share further posts and services, most notably across the councils' joint People and Communities directorate, which is led by a shared executive director and a shared senior management team.
- 2.2 There are far fewer shared posts and services in the councils' respective Place and Corporate Services functions, although there are shared IT and digital services and an emergency planning team.
- 2.3 The Local Government Association (LGA) Corporate Peer Challenge reviews of both Councils and other external reviews and inspections highlighted the need to revisit these shared service arrangements and to ensure that each authority has the necessary capacity and capability to deliver services and improve outcomes. As reported in the LGA Peer Challenge, *"shared service provision has been organic, evolving over the years through a business case driven process which is independent of an overarching strategic plan for shared services"*. It was therefore timely for both Chief Executives to revisit these arrangements and provide a clear future direction and structure for each authority.
- 2.4 In 2021, separate Chief Executive posts were created and recruited to for each authority. This provided the opportunity for objective and independent perspectives to be applied to the current senior leadership and shared service arrangements. Prior to the arrival of the Chief Executives, an initial workshop was held between both organisations facilitated by a workshop led by Local Partnerships, focussing upon shared services.
- 2.5 The proposals included some initial engagement with both corporate leadership teams and, insights gained by the two Chief Executives into the effectiveness and pros and cons of the current shared service arrangements. Close working by the Chief Executives enabled an agreed consensus on the way forward, for formal consultation. As such, the Council is advised that this report formally reflects the joint views of the Chief Executives of both Cambridgeshire County Council and Peterborough City Council, in their statutory capacities as the Heads of Paid Service and in accordance with the provisions of the Local Government and Housing Act 1989.

3.0 National and local context

3.1 There are a number of examples of joint or shared service arrangements across local government. The majority of these have existed to drive financial savings and improved outcomes. These have developed over time, sometimes in a strategic nature, but equally have arisen when opportunities have occurred due to a change in the senior leadership roles. There is also an increasing number of examples where shared arrangements are being deconstructed due to changes in political and managerial direction and priorities.

3.2 To inform the future arrangements, the LGA was asked to provide a perspective on the shared arrangements. This input has helped to shape the Chief Executives' thinking and consideration has also been given to the local government and community contexts in which both authorities are operating, in particular:

- Financial uncertainty – local government financial settlements continue to be for one year only with no confirmation about future funding or a review of local government finance.
- Post covid recovery – both councils have been under significant pressure to deal with the pandemic, which continues to have far reaching implications for our communities and for the services we provide.
- Health and care integration – subject to the health integration white paper and the current Bill being considered in Parliament, the largest reform to local health and care system delivery will commence in July with the inception of the Integrated Care System (ICS) for Cambridgeshire and Peterborough.
- National policy change and reforms – including the Education White Paper, Adult Social Care reforms, etc.
- External scrutiny – the county, as a place, finds itself under increased external focus across a range of areas such as the combined authority, financial resilience and improvements required in key functions, such as Children's Services.

4.0 Proposals regarding shared services arrangements

4.1 It has been important to guide the development of proposals on the future arrangements using a set of principles. Whilst not exhaustive, the following have been considered as key principles:

- a. Added value – shared services need to sufficiently demonstrate value for money and the achievement of improved outcomes.
- b. Resilience – both councils are facing significant pressures, particularly around social care recruitment and retention. Resilience can also be enhanced where capability deficits exist, or where the councils have limited capacity in specialised areas.

- c. Risk – disruption and change can often cause uncertainty, loss of momentum and, critically, key services can be affected leading to risks of regulatory intervention e.g., safeguarding.
- d. Stability – both councils want to create permanency in terms of their respective corporate leadership teams. Currently teams include posts which are either acting or interim and it is essential in providing stability and permanency to the organisation.

4.2 Considering these principles and the organisational design and development needs of each authority, it was proposed that the following functions will continue to be shared between the two Councils, at a senior level and to varying degrees within the underpinning teams:

- Public Health
- Adult Social Services
- Children’s Social Services
- Commissioning (Social Care)
- Education
- IT and Digital Services
- Emergency Planning
- Information Governance and Data Protection
- Community Safety
- Regulatory Services (Trading Standards, Registration and Coroners)
- Social Care Recruitment
- Equality, Diversity and Inclusion

4.3 Both Chief Executives also agreed that due to the increased divergence in corporate strategies and priorities, as well as the improvement agendas for both authorities, that the following roles/areas will not continue to be shared:

- Executive Director of Place and Economy
- Director: Business Improvement and Development
- Director: Law and Governance (Monitoring Officer)
- Head of Communications
- Business Intelligence
- Communities, Employment and Skills

5.0 Future Organisational Design for Cambridgeshire County Council

5.1 The future senior leadership structure of the authority needs to be organised to reflect the Cambridgeshire County Council corporate strategy and priorities of the authority and to enable their delivery, as well as being able to respond to the changing regional and national policy landscape.

- 5.2 There are a number of key factors, some of which have been outlined previously in the report, which influence any future organisational design, these include but are not limited to:
- Corporate strategy / priorities.
 - Localism / Decentralisation.
 - Partnership working both within the County and beyond.
 - Health and Social Care Integration.
 - Shared Services with PCC.
 - LGSS/Lead Authority arrangements.
 - Statutory Officer roles.
- 5.3 Prior to the recruitment of the two new Chief Executives earlier this year a Joint Management Team (JMT) operated across both Cambridgeshire and Peterborough. The JMT served a clear purpose during the pandemic particularly, but a dedicated and focussed leadership team for Cambridgeshire is now necessary to drive forward the Council's agenda.
- 5.4 Having the necessary capacity and capability in the corporate leadership team for the future is essential to provide effective officer leadership to the Council's services and to support the Chief Executive.
- 6.0 Current Corporate Leadership Team roles / direct reports to the Chief Executive
- 6.1 Executive Director of People and Communities – shared with PCC
- This is a non-statutory chief officer role, although temporarily filled by our shared Statutory Director of Adult Social Services (DASS), which manages the shared roles of Director of Children's Social Care (statutory Director of Children's Services), Director of Adult Social Services, Director of Commissioning and Director of Education.
- 6.2 Executive Director of Place and Economy – shared with the Combined Authority (temporarily)
- This is a non-statutory chief officer role which manages a portfolio of functions including the Council's Highways and Transport, Environment/Climate Change and Sustainability teams, Planning functions and areas such as the Connecting Cambridgeshire programme. The postholder is temporarily seconded, on a part-time basis, to the Combined Authority for a 6-month period.

6.3 Director of Public Health (DPH) – Cambridgeshire and Peterborough

- This role is a statutory post which is not required to report directly to the Chief Executive, however it is considered good practice to have the DPH as a core member of the CLT with a direct line report to the Chief Executive of both authorities.
- Sharing this role across CCC and PCC continues to make strong sense, provides for a more holistic approach to population health and wellbeing and enables a greater alignment with the Integrated Care System (ICS).

6.4 Director of Resources / Section 151 (Chief Financial) Officer – CCC only

- A statutory Chief Officer role, the Section 151 Officer plays a key and critical role, in accordance with the Local Government Act.
- The post currently covers Finance, Property, Procurement, Internal Audit and Risk and some lead authority functions in relation to LGSS financial services.

6.5 Director of Law and Governance / Monitoring Officer (MO) – shared with PCC

- The Monitoring Officer is a key statutory role which has a specific focus on issues of governance, standards and probity, including elected member standards. Alongside the Chief Executive/Head of Paid Service and Section 151 Chief Financial Officer, the MO is a key part of what is known as the “golden triangle” in terms of organisational governance.

6.6 Director of Business Improvement and Development – CCC only

- A non-statutory Chief Officer role which incorporates policy, research, business intelligence, corporate programme management, commercial and transformation services/functions. The postholder also provides capacity and support for a range of activities, including public service reform, the Cambridgeshire Public Service Board (CPSB) and other external partnerships.

6.7 Director of Customer and Digital Services – shared with PCC

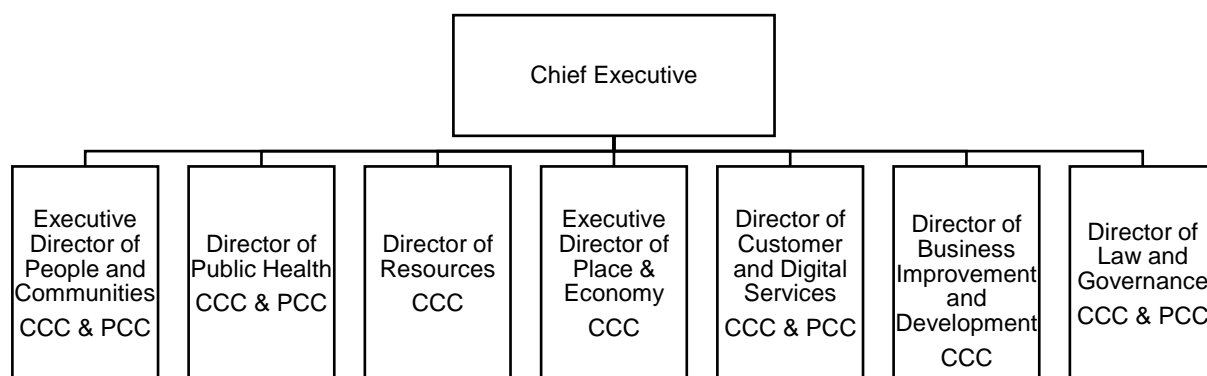
- A non-statutory Chief Officer role which incorporates a mixture of functions, including the contact centre, IT, HR, Communications, Emergency Planning and Health and Safety. The postholder is also the chief officer lead for equality, diversity and inclusion and for the Council's role in the Local Resilience Forum (LRF).

6.8 Deputy Chief Executive

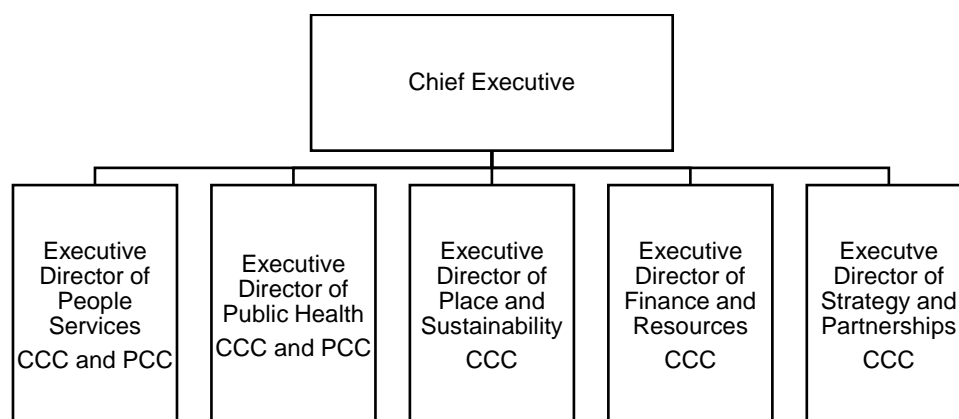
- CCC has not historically had a designated deputy to the Chief Executive as a part of its own senior management arrangements. However, with the advent of the shared Chief Executive between Cambridgeshire and Peterborough, a deputy chief executive was necessary for both authorities to enable the shared chief executive was able to balance their support to both Councils whilst ensuring that operational delivery was effectively overseen and that they could be represented in appropriate internal and external meetings.
- As part of the proposed changes, a formal Deputy to the Chief Executive is not a required role in the organisational structure. There is a commitment to creating a stronger corporate leadership team, where all members of the team have shared responsibility for both corporate/thematic leadership issues, as well as functional responsibilities for the areas that they will manage. Therefore, it is not intended to designate a role as Deputy Chief Executive.

7.0 Current and Proposed Structures

7.1 The current direct reports to the Chief Executive are shown below:



7.2 The revised direct reports to the Chief Executive, following consultation, are set out, as follows:



- 7.3 Functions that would sit under each of the proposed direct reports to the Chief Executive are as follows:
- 7.4 Executive Director of People Services (shared with PCC)
- Adult Social Services - shared with PCC
 - Children's Social Services - shared with PCC
 - Commissioning (Social Care) - shared with PCC
 - Education - shared with PCC
- 7.5 Executive Director of Public Health (shared with PCC)
- Public Health Team - shared with PCC
- 7.6 Executive Director of Place and Sustainability:
- Highways and Transport
 - Planning, Growth and Environment
 - Climate Change and Energy Services
 - Connecting Cambridgeshire
 - Community Safety - shared with PCC
 - Regulatory Services - shared with PCC
- 7.7 Executive Director of Finance and Resources (Section 151 Officer):
- Corporate Finance, Financial Planning and Treasury Management
 - Finance Business Partners
 - Pension Fund
 - LGSS Finance Lead Authority functions
 - Property Services
 - Commercial and Procurement
 - Insurance
 - Customer Contact
 - Digital Services (IT) – shared with PCC
- 7.8 Executive Director of Strategy and Partnerships:
- Legal and Governance (Monitoring Officer)
 - Democratic and Member Services
 - Audit and Risk Management
 - Information Governance/Data Protection - shared with PCC
 - Communications
 - Business Intelligence
 - Emergency Planning - shared with PCC
 - Communities, Employment and Skills
 - Policy, Design and Delivery
 - Human Resources
 - Equality, Diversity and Inclusion - shared with PCC

- 7.9 The detailed, revised chief officer structure for the County Council is set out in Appendix A to this report. This appendix does not include posts below Service Director (Chief Officer) level, because these posts are delegated to the Chief Executive to manage in accordance with the Officer Employment Procedure rules, as set out in the Council's Constitution.

8.0 Financial Implications

- 8.1 Decisions to uncouple some senior roles to be focussed on CCC only, and cease to be shared roles, naturally have an impact on cost, increasing the financial outlay in those cases.
- 8.2 Based upon the most accurate modelling to date, to include the CLT roles and the revisions proposed beneath these revised posts, there is a projected additional cost to the County Council of between £600 – £650k per annum. These costs can be fully contained, in the short-term, as a consequence of the establishment of a Business Change Reserve, as approved by the Strategy and Resources Committee meeting on 27th June 2022.
- 8.3 The medium-term financial implications to absorb this pressure are such that further savings and reconfiguration at levels below the Corporate Leadership Team would be required to offset this investment to a greater extent. In addition to these steps, further consideration of greater alignment between the Place and Sustainability Directorate, with the Combined Authority, may yield more effective pooling of expertise and cost sharing in this area.
- 8.4 Therefore, whilst this cost pressure is recognised as considerable, it is equally considered that the benefits achieved from this additional investment are also considerable and necessary to meet the challenges facing Cambridgeshire County Council. These changes and the associated investment are formally deemed necessary by the Chief Executive, in his capacity as the statutory Head of Paid Service.

9.0 Statutory Consultation and Feedback

- 9.1 On 27th April, Staffing and Appeals Committee gave approval to the Chief Executive to move ahead with a 30-day consultation process, to engage with those affected by the proposals.
- 9.2 The consultation was launched on 26th May and ran until 25th June 2022. During that period a range of different briefings were held with those directly affected and the leadership teams.
- 9.4 Overall, the responses have been positive and constructive, and have expressed their support for the basis and rationale for the proposed changes. In particular people have commented on the positive move towards a more cohesive corporate approach to leading and managing the organisation.

9.5 The nature of the feedback can be summarised around the following themes:

- Shared Services – supportive of the continuation of shared teams where they are providing benefits to both organisations, and of the stability that the ongoing sharing will provide. Significant support for the clarity provided in respect of these areas and for the need to recruit to substantive leadership appointments.
- Functional changes - where teams are proposed to move into different or new Directorates there have been several questions about the rationale for those changes and what benefits may be derived. These questions have largely been answered through attending the relevant management teams to explain the thinking behind the proposals and will be further set out in the full consultation response once it is published.
- Individual roles - questions were received around some of the detail in the newly proposed job descriptions and in some cases around changes to reporting lines. A number of detailed constructive comments will be accepted and incorporated into the job descriptions; these will not have any material impact on pay/grading arrangements for posts. The amended job descriptions will be included in the response to the consultation document.
- Alternative proposals - in some cases, respondents proposed alternative options to the structure which have been considered. These were largely more costly and therefore prohibitive to incorporate. However, in some cases suggestions were made which have been taken into account and have been factored into the structural design, as outlined in section 10, below.

10.0 Changes Arising from the Consultation Process

10.1 On the basis of the above and having given careful consideration to all of the feedback received in person and in writing, only one amendment was made to the proposed Chief Officer structure for the Council, as detailed in this report. There were, however, a number of operational changes made to the proposed structure, below Chief Officer level, which are matters delegated to the Chief Executive. The one amendment to the Chief Officer structure was:

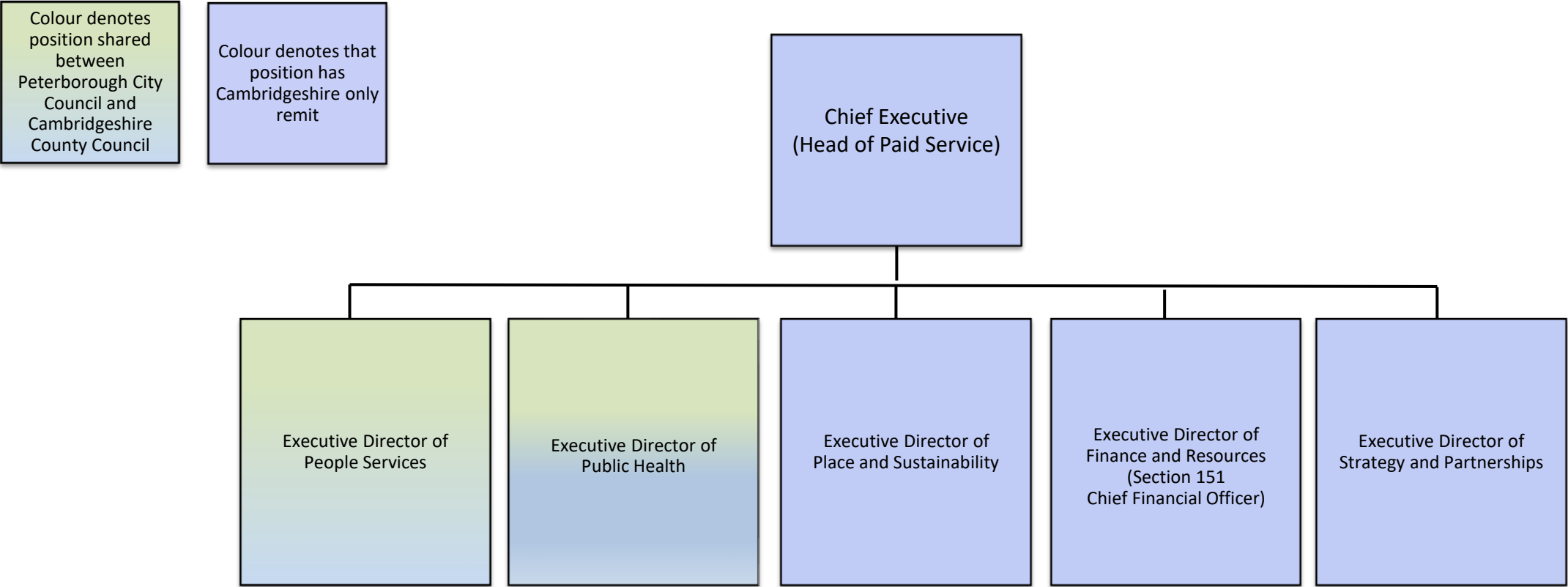
- **Public Health.** Based upon the consultation response received, it is proposed to amend the title of this role to Executive Director of Public Health, to recognise that this post merits parity with peers and to carry the same external credibility as other Executive Directors within the Integrated Care System and beyond. This title change has recently been implemented within Hertfordshire County Council as well, so would not be unique to Cambridgeshire.

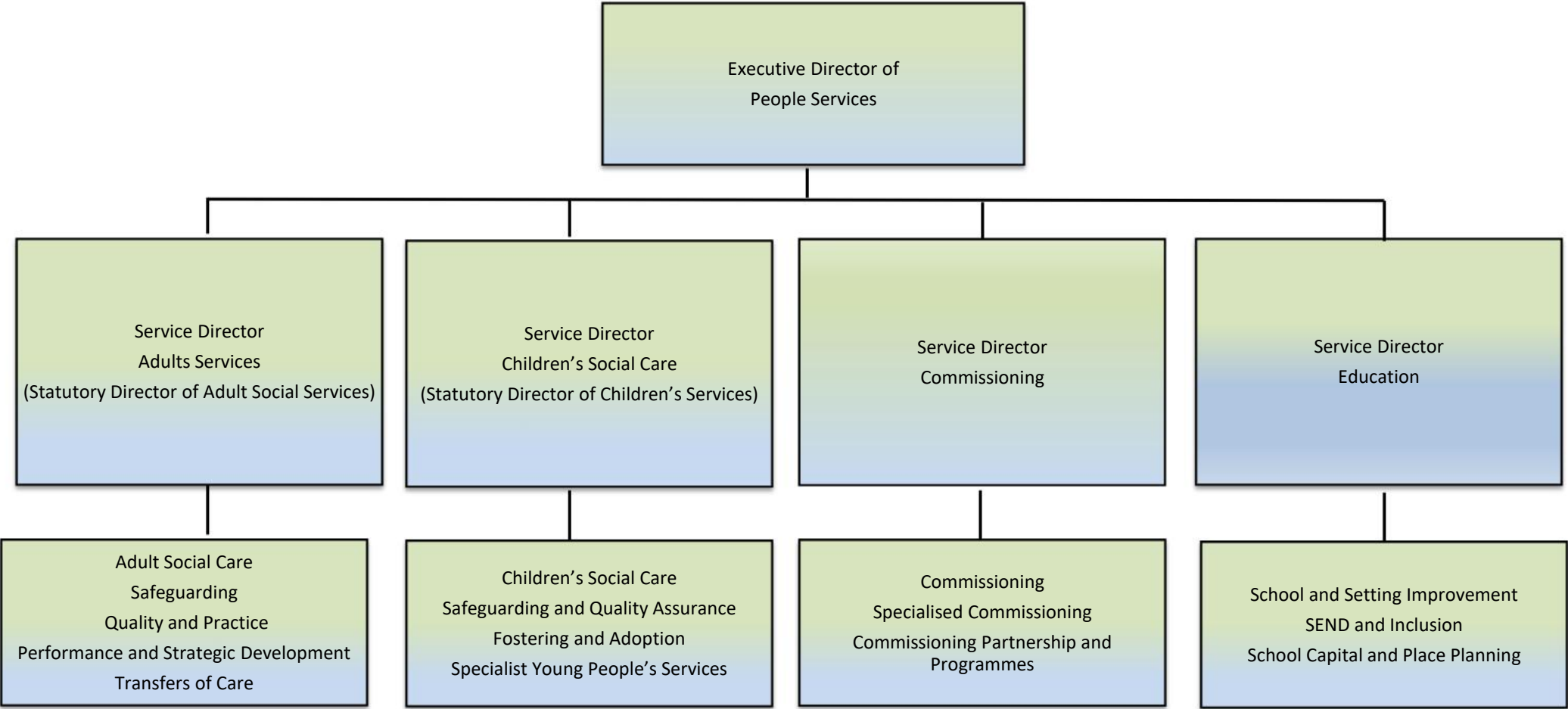
11.0 Appointment to New and Changed Roles

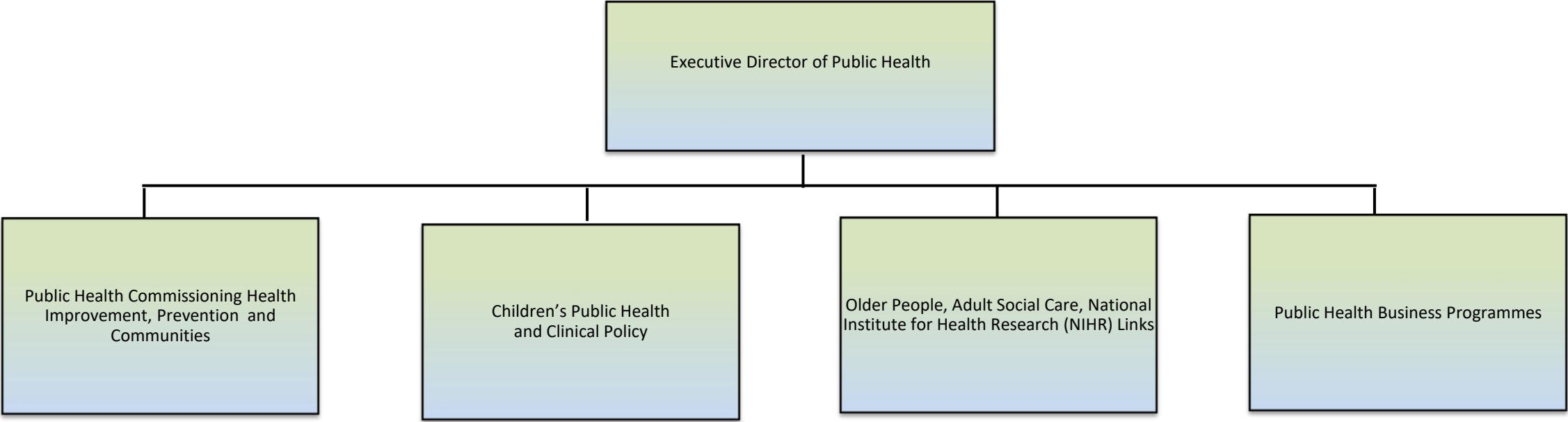
- 11.1 New roles will be recruited to according to existing Council policy i.e., any roles at Service Director (Chief Officer) or above level will be a Committee appointment. For the following shared roles, the agreed joint process established with Peterborough City Council will be utilised:
- Executive Director of People Services
 - Service Director of Children's Social Care (Statutory Director of Children's Services)
- 11.2 Dates have been scheduled for these appointments with the Executive Director interviews scheduled for 30th August and the Service Director: Children's Social Care for 13th September.
- 11.3 Appointments to the Cambridgeshire County Council only roles have been scheduled with Staffing and Appeals Committee for 2nd August for the roles at Service Director level and above. Other appointments will be made by the Chief Executive and/or the relevant Executive Director during the following weeks.
- 11.4 Given that the revised structure makes changes to the statutory roles of Monitoring Officer and Section 151 Officer, the Constitution requires approval of Full Council.
- 11.5 A phased implementation of the new senior leadership structure would commence from 1st September 2022.

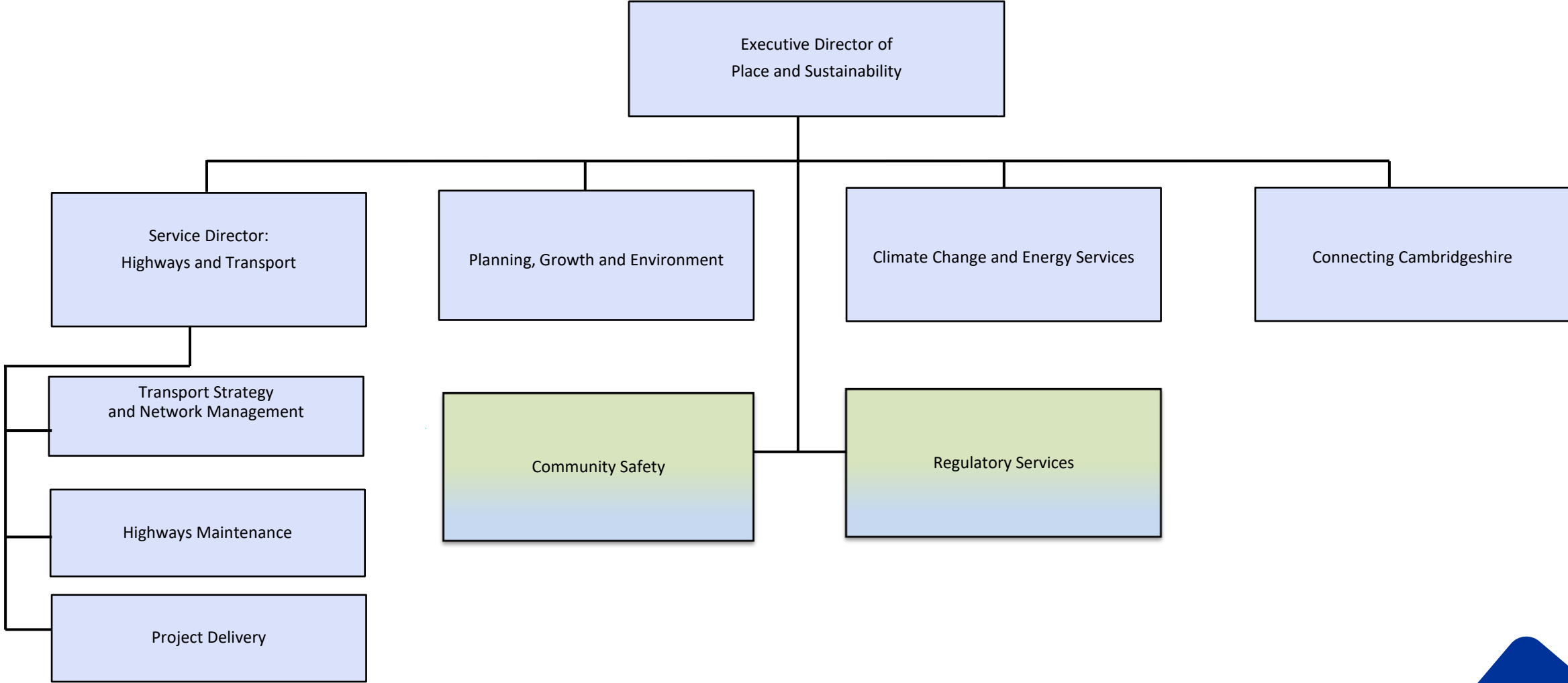
12.0 Source documents

- 12.1 Not applicable, relevant Staffing and Appeals Committee papers remain exempt from publication.

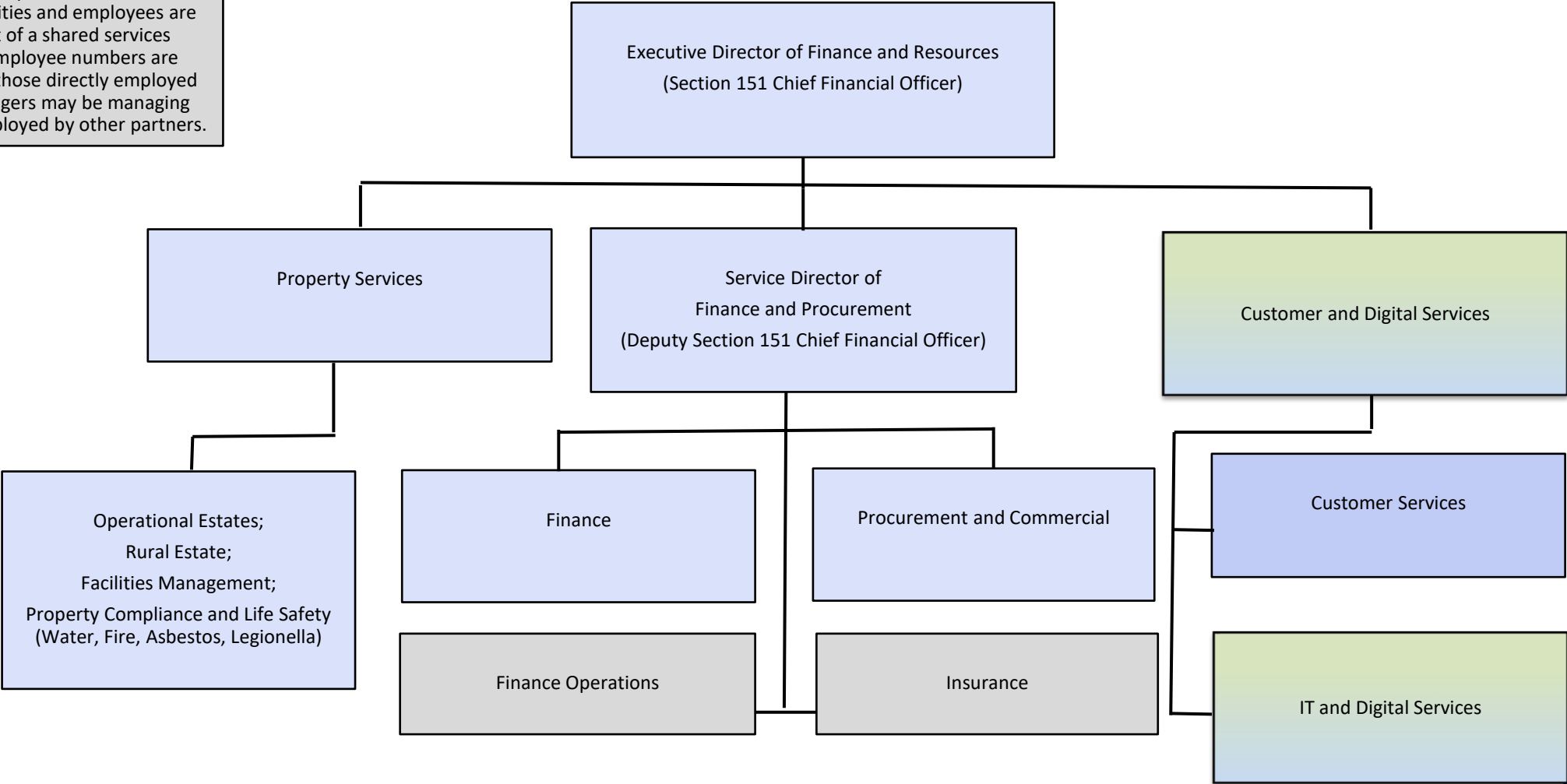


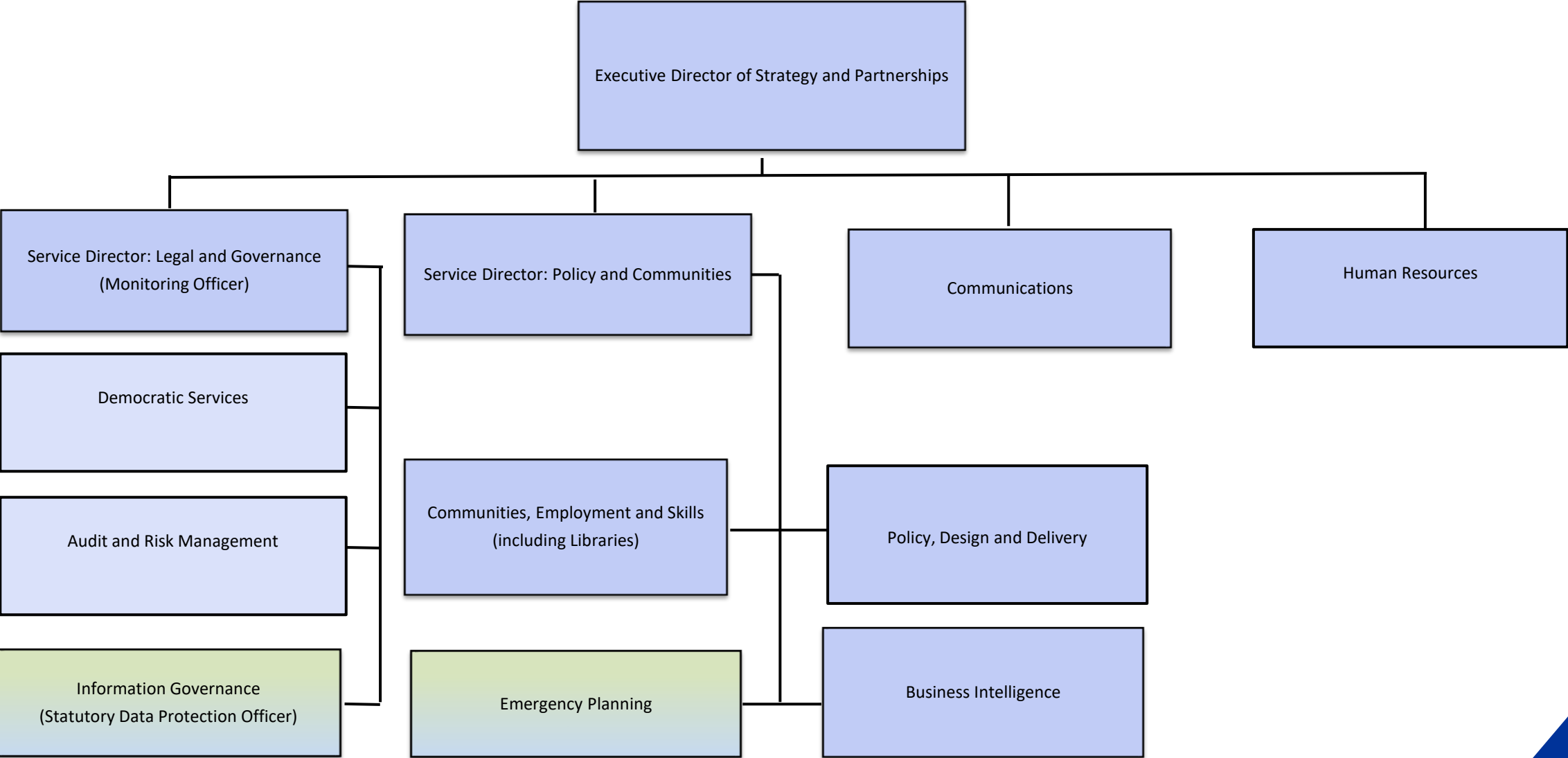






Colour denotes that posts are shared with other local authorities and employees are working as part of a shared services arrangement. Employee numbers are representative of those directly employed by CCC, but managers may be managing additional staff employed by other partners.





Delegation of statutory function to determine an application to register a public right of way across county boundary

To: Full Council

Meeting Date: 19 July 2022

From: Camilla Rhodes, Asset Information Manager, Highways Maintenance Service

Purpose: The purpose of this report is to seek approval for the discharge of the Council's statutory function to investigate and determine an application to register a public footpath at Ironbridge across the River Little Ouse between Littleport and Feltwell by Norfolk County Council under article 10.4 of the County Council's Constitution.

Recommendations: Full Council is therefore asked to approve:

- a) The discharge of its function in respect of this application by Norfolk County Council with the provisos set out at 2.5 below; and
- b) That Cambridgeshire County Council shares the administrative costs of publicising any Order and of a venue for holding a public inquiry set out at 3.1 below.

Officer contact:

Name: Camilla Rhodes
Post: Asset Information Manager, Highways Maintenance Service
Email: camilla.rhodes@cambridgeshire.gov.uk
Tel: 07785 485645

Member contact:

Names: Councillor Alex Beckett
Post: Chair, Highways & Transport Committee
Email: alex.beckett@cambridgeshire.gov.uk
Tel: 07729 977826

1.0 Background

- 1.1 This matter concerns a route over a footway attached to the side of a vehicular bridge which crosses the River Little Ouse at Brandon Creek, in the parish of Littleport. The county boundary with Norfolk runs down the centre of the river. The bridge lands on the eastern side of the river in the parish of Feltwell, Norfolk. The location is shown on the map attached as Appendix A.
- 1.2 The County Council was informed on 17th March 2022 that Norfolk County Council had reported in July 2021 on an investigation concerning the status of the vehicular bridge and determined that, on the basis of historical evidence held by Norfolk and Cambridgeshire County Councils, the route was a highway not maintainable at public expense. The decision did not cover the footway attached to the side of the bridge.
- 1.3 Subsequently, in May 2022, Norfolk County Council received an application to register a public footpath over the footway attached to the bridge under section 53 Wildlife & Countryside Act 1981.

2.0 Proposed Solution

- 2.1 The investigation and determination of applications under the Wildlife & Countryside Act is a statutory function of the County Council as the relevant Order-Making Authority for its administrative area. The function can be delegated to another authority under the provisions of section 101 Local Government Act 1972:

101 Arrangements for discharge of functions by local authorities.

 - (1) Subject to any express provision contained in this Act or any Act passed after this Act, a local authority may arrange for the discharge of any of their functions—
 - (a) by a committee, a sub-committee or an officer of the authority;
 - or
 - (b) by any other local authority
- 2.2 As this application concerns a claimed footpath that straddles the two counties, it is most practicable for one authority or the other to undertake the investigation. As Norfolk County Council has already undertaken the investigation into the status of the road bridge, and has received the Definitive Map Modification Order Application, it is considered sensible to discharge the function to Norfolk County Council.
- 2.3 Norfolk County Council has agreed in principle to undertake the delegation on behalf of both authorities.

- 2.4 Under the terms of Cambridgeshire County Council's Constitution, delegation (or 'discharge') of statutory functions can only be made by authority of Full Council:

10.04 Delegation to and from other Local Authorities

- (a) The Council may delegate functions to another local authority.
- (b) Other local authorities may delegate functions to the Council and the decision whether or not to accept such a delegation from another local authority shall be reserved to the relevant Committee of Council.

- 2.5 Therefore, this report seeks authorisation of the said delegation to Norfolk County Council, on the proviso that:

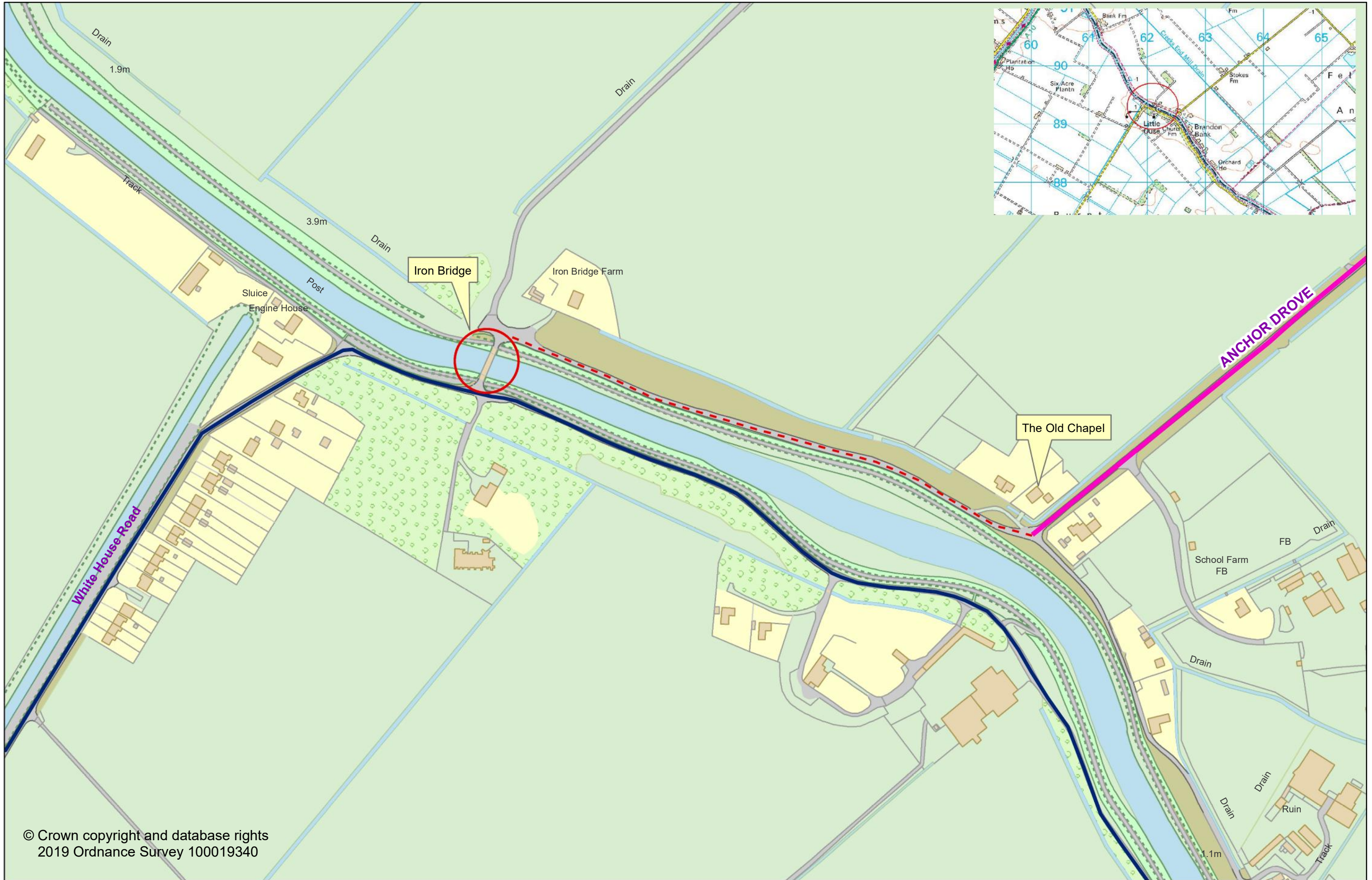
- (i) Norfolk County Council fully consults Cambridgeshire County Council (CCC) as a statutory consultee at the appropriate stages prior to any decision, including CCC Structures Team
- (ii) Norfolk County Council fully consults Littleport Town Council and the Local Member
- (iii) Maintenance liability, if any, should be determined as part of the investigation
- (iv) A draft of the report is provided to Cambridgeshire County Council for comment
- (v) Norfolk County Council keeps Cambridgeshire County Council informed at all key stages of the process, including:
 - a. The service of formal notices in relation to any order that may be made
 - b. A copy of any order that may be made
 - c. The formal stages should objections be received, and the order be sent to the Planning Inspectorate for determination

3.0 Costs

- 3.1 Norfolk County Council are willing to cover the officer cost of the investigation up to the decision and the making of any order, but have requested that, Cambridgeshire shares equally the administrative costs which would include 1) the cost of notices publicising the order and 2), should an order be made and objections are received requiring the order to be sent to the Planning Inspectorate for determination, the cost of a venue for holding any resulting inquiry. It is anticipated that those costs would be around a £2-3,000 share for Cambridgeshire. This is considered reasonable. Cambridgeshire would cover its own costs in relation to all consultation responses and any representations that it might consider necessary.

4.0 Source documents

- 4.1 Local Government Act 1972 [Local Government Act 1972 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/1972/24)
- 4.2 Cambridgeshire County Council Constitution [How decisions are made - Cambridgeshire County Council](#)



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2019 Ordnance Survey 100019340



Norfolk County Council
Feltwell and Little Ouse



--- Connecting Track
— Cambridgeshire County Council Publicly Maintained Road
— Norfolk County Council Publicly Maintained Road

Location Plan

562,268.7657 289,220.5313

Scale:
1:2,500



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
Cambridgeshire and Peterborough Combined Authority	11	1	Leader of the Council – Councillor Lucy Nethsingha (LD) Substitute: Councillor Elisa Meschini (L)	Other Public Body	Richenda Greenhill Democratic Services richenda.greenhill@cambridgeshire.gov.uk
Cambridgeshire and Peterborough Combined Authority – Overview and Scrutiny Committee	11	2	Councillor Mark Goldsack (C) Councillor Michael Atkins (LD) Substitutes: Councillor Steve Count (C) Councillor Piers Coutts (LD)	Other Public Body	Anne Gardiner Cambridgeshire and Peterborough Combined Authority anne.gardiner@cambridgeshire-ca.gov.uk
Cambridgeshire and Peterborough Combined Authority – Audit and Governance Committee	5	1	Councillor Graham Wilson (LD) Substitute: Councillor Michael Atkins (LD)	Other Public Body	Anne Gardiner Cambridgeshire and Peterborough Combined Authority anne.gardiner@cambridgeshire-ca.gov.uk

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
Cambridgeshire and Peterborough Fire Authority	3	13	<ol style="list-style-type: none"> 1. Councillor Simon Bywater (C) 2. Councillor Ian Gardener (C) 3. Councillor John Gowing (C) 4. Councillor Mac McGuire (C) 5. Councillor Kevin Reynolds (C) 6. Councillor Mandy Smith (C) 7. Councillor Michael Atkins (LD) 8. Councillor Sebastian Kindersley (LD) 9. Councillor Edna Murphy (LD) 10. Councillor Philippa Slatter (LD) 11. Councillor Bryony Goodliffe (L) 12. Councillor Catherine Rae (L) 13. Councillor Simone Taylor (Ind) 	Other Public Body	Dawn Cave Democratic Services dawn.cave@cambridgeshire.gov.uk
Cambridgeshire Police and Crime Panel The role of the panel is to scrutinise the Police and Crime Commissioner.	7	3	<ol style="list-style-type: none"> 1. Councillor Steve Tierney (C) 2. Councillor Anna Bradnam (LD) 3. Councillor Stephen Ferguson (Ind) Substitutes <ol style="list-style-type: none"> 1. Councillor Mark Goldsack (C) 2. Councillor Graham Wilson (LD) 3. Councillor Tom Sanderson (Ind) <i>Proportionality advised by Peterborough City Council</i>	Other Public Body representative	Jane Webb Peterborough City Council jane.webb@peterborough.gov.uk
County Councils' Network Council	3-4	4	<ol style="list-style-type: none"> 1. Councillor Steve Count (C) 2. Councillor Lucy Nethsingha (LD) 3. Councillor Elisa Meschini (L) 4. Councillor Tom Sanderson (Ind) 	Unincorporated Association	Simon Edwards Local Government House, Smith Square, London, SW1P 3HZ

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
East of England Local Government Association	1 minimum	1	Leader of the Council – Councillor Lucy Nethsingha (LD)	Unincorporated Association	Cheryl Davenport West Suffolk House Western Way Bury St Edmunds IP33 3YU
Greater Cambridge Partnership Executive Board	Quarterly	1	Councillor Elisa Meschini (L) (Substitute – Councillor Neil Gough (LD))	Other Public Body	Wilma Wilkie Greater Cambridge Partnership wilma.wilkie@cambridgeshire.gov.uk
Greater Cambridge Partnership Joint Assembly	Quarterly	3	<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> Currently: 1. Councillor Alex Beckett (LD) 2. Councillor Claire Daunton (LD) 3. Councillor Neil Shailer (L)	Other Public Body	Wilma Wilkie Greater Cambridge Partnership Wilma.Wilkie@cambridgeshire.gov.uk

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
Local Government Association National representative body of all Local Authorities	3-4	4	1. Councillor Steve Count (C) 2. Councillor Lucy Nethsingha (LD) 3. Councillor Elisa Meschini (L) 4. Councillor Tom Sanderson (Ind)	Unincorporated Association	Fatima de Abreu Member Services Assistant Local Government Association



Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
30 June 2022
Councillor Graham Wilson

Overview and Scrutiny Committee
13 June 2022
Councillor Mike Atkins
Councillor Mark Goldsack

Combined Authority Board
Extraordinary meeting- 20 May 2022, reconvened 8 June 2022
Annual Meeting- 8 June 2022, reconvened Monday 27 June 2022
Councillor Lucy Nethsingha

The above meetings have taken place in June 2022.

Audit and Governance Committee – 30 June 2022

The Audit and Governance Committee met on 30 June 2022; the decision summary is attached as Appendix 1.

Overview and Scrutiny Committee – 13 June 2022

The Overview and Scrutiny Committee met on 13 June 2022; the decision summary is attached as Appendix 2.

Combined Authority Board – 20 May 2022, reconvened 8 June 2022,
and 8 June 2022, reconvened Monday 27 June 2022

The Combined Authority Board met on 20 May 2022, reconvened 8 June 2022, and
8 June 2022, reconvened Monday 27 June 2022; the decision summaries are
attached as Appendices 3 and 4.

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

Audit and Governance Committee Decision Summary

Meeting: 30 June 2022

Agenda/Minutes: [Audit and Governance Committee – 30 June 2022](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting – to follow

Overview and Scrutiny Committee Decision Summary

Meeting: 13 June 2022

Agenda/Minutes: [Overview and Scrutiny Committee – 13 June 2022](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies	Cllr R Robertson, Cambridge City Council substituted by Cllr S Smith Cllr M Goldsack, Cambridgeshire County Council. There were no declarations of interest.
2.	Election of Chair of the Committee	There were two nominations. Following a vote: <u>RESOLVED</u> That Cllr L Dupre be elected Chair of the Overview and Scrutiny Committee for the municipal year 2022-23.
3.	Election of Vice-Chair of the Committee	There was a single nomination. <u>RESOLVED</u> That Cllr A Sharp be elected Vice-Chair of the Overview and Scrutiny Committee for the municipal year 2022-23.
4.	Minutes of the Previous Meeting and Action Log	The minutes of the meeting held on the 28 March 2022 were approved as a correct record.
5.	Public Questions	There were no public questions.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
6.	Appointment of Lead Members	<u>RESOLVED:</u> That the Committee confirm the following appointments: Lead Member for Transport: Cllr D Baigent Lead Members for Skills: Cllr A Coles and Cllr A Miscandlon Lead Member for Housing: Cllr A Van de Weyer Lead Member for Climate Change & Environment: Cllr M Atkins Lead Member for Business Board: Cllr D Dew Rapporteur for the Bus Reform Review Cllr A Hay Rapporteur for One Cam Cllr A Sharp
7.	Overview & Scrutiny Work Programme	The Committee received a report which requested that members discuss and agree items that they would like to be added to the work programme for the municipal year 2022-23. <u>RESOLVED</u> That the following items be added to the work programme: <ul style="list-style-type: none">• The Governance Review and the functioning of the CA. This to be a standing item for meetings over the next six months;• CA Housing Purpose and Function;• Local Transport and Connectivity Plan. This to be an agenda item for the September meeting. An informal briefing beforehand may be needed to inform and influence the report before it is issued;• Climate Change and a report on the delivery of the Action Plan;• Mayoral Question Time, both public and scrutiny sessions;• Scrutiny of the Budget and a review of quarterly accounts
8.	Co-opted Independent Member	The co-option of an independent member from one of the constituent councils was considered by the Committee. There was some discussion on the focussing on the legislation that does not allow for the consideration of independent members when calculating political proportionality. It was:

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p><u>RESOLVED</u></p> <p>That the Overview and Scrutiny Committee do not appoint a co-opted member for the municipal year 2022-23</p>
9.	One CAM Closure	<p>The Committee heard that all the necessary paperwork to close the One CAM Limited company has been completed internally at the CPCA, in terms of the company accounts at closure and statements of compliance. Final closure is now in the hands of the company legal advisors and the formalities are taking place. It is anticipated that the final strike-off from Companies House will occur before the end of July.</p> <p>A further report would be brought to the Committee by the Rapporteur to include the public costs involved in the closure of the company.</p>
10.	Housing Update	<p>Roger Thompson, Director of Housing presented a housing update to the Committee, speaking to the Combined Authority Board paper: Future Combined Authority Housing Purpose and Function across the CPCA area. It was highlighted that the paper had been prepared through a collaborative process and workshops had been held with delivery partners, and the officers and leaders of the constituent councils.</p> <p>During discussion several points were raised including:</p> <ul style="list-style-type: none"> • that whilst it was important that the CPCA was ready to take on opportunities as they arose, any retained skills and capacity should be fully exploited and not underutilised for any length of time • there are pressures in the construction industry and that there were linkages to be enhanced within the area of skills and economic growth, including supporting modern methods of construction • the CPCA had been severely restricted by the conditions applied by DHLUC between March 2021 and March 2022 and that schemes had

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>operated largely in the north and centre of the area as that was where they had the ability to intervene</p> <p>The role of Community Land Trusts was also discussed. Following the discussion it was:</p> <p><u>RESOLVED</u></p> <p>That the draft minutes for the Housing Update item be sent to the CA Board for consideration at the next CA Board meeting when the report, Future Combined Authority Housing Purpose and Function, would be discussed.</p>
11.	Date and Time of Next Meeting	The next meeting would be on Monday, 25 July at 11:00. The venue would be Pathfinder House, Huntingdon.

Combined Authority Board Decision Summary- Extraordinary Meeting

Meeting: 20 May 2022, reconvened 8 June 2022

Agenda/Minutes: [Combined Authority Board - 20 May 2022, reconvened 8 June 2022](#)

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

On Friday 20 May 2022 apologies for absence were received from Mayor Dr Nik Johnson; Councillor Bridget Smith, substituted by Councillor John Williams; Professor Andy Neely, Acting Chair of the Business Board; and Jan Thomas, Integrated Care Partnership.

On the resumption of the meeting on 8 June 2022 apologies for absence were received from Mayor Dr Nik Johnson; Councillor Chris Boden; Councillor Bridget Smith, substituted by Councillor John Williams; Councillor Edna Murphy, Fire Authority and Jan Thomas, Integrated Care Partnership.

There were no declarations of interest.

1.2 Public Questions

No public questions were received.

2.2 Part 2 – Combined Authority Decisions

Exclusion of the press and public

It was resolved that the press and public be excluded from the meeting on the grounds that the agenda contains exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended, in that it would not be in the public interest for this information to be disclosed: information relating to an individual; information which is likely to reveal the identity of an individual; and the financial or business affairs of any particular person (including the authority holding that information).

2.1 In light of the matters listed in Confidential Appendix 1 [at exempt appendix 3 to this report], and the full investigation process already underway following a decision under the Member Conduct Complaints Procedure by the Combined Authority's Monitoring Officer, the CPCA Board:

- a) fully supports that investigation process and does not support or welcome any interference or prejudgement by Board members during that process, or see any justification to cause the Mayor himself to prejudge the outcome.
- b) supports, on its conclusion, consideration of any recommendations by the Combined Authority and its Audit and Governance Committee and that any such recommendations are published, according to the clear and proper review processes defined in the Constitution.

2.3 Transition Planning

It was resolved:

- 1. In relation to the Chief Executive Officer to:
 - a) Approve Recommendation 1a.

2. In relation to the Acting Chief Executive Officer to:
 - a) Note the contents of the delegation made in respect of the outgoing Chief Executive Eileen Milner, to Paul Raynes.
 - b) Note that a settlement recommendation will be issued to the Board shortly relating to the resignation of Paul Raynes.
3. In relation to interim arrangements:
 - a) To note the proposals set out in this report regarding the appointment of an interim CEX.
4. In relation to interim arrangements – Improvement Board:
 - a) To note the recommendations set out in this report relating to the establishment of an Improvement Board for CPCA
 - b) To mandate the Head of Paid Service and the S73 Chief Finance Officer, working together with the CPCA chief executives' group, to open discussions with DLUHC about the options for assistance in response to the concerns raised in the Authority's external auditors' letter dated 1 June 2022 and report back to the Board by its next meeting date.
5. In relation to the Member Officer Protocol:
 - a) Agree to follow the principles set out in the DRAFT Member Officer Protocol attached at Appendix A pending the formal adoption following review by the Audit and Governance Committee.
 - b) Request that the Audit & Governance Committee review the DRAFT Member Officer Protocol and make recommendations on its content to the Board for consideration at the earliest opportunity

Combined Authority Board Decision Summary- Annual General Meeting

Meeting: 8 June 2022, reconvened 27 June 2022

Agenda/Minutes: [Combined Authority Board - 24 November 2021](#)

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

On 8 June 2022, the Mayor announced his appointment of Councillor L Nethsingha as Non-Statutory Deputy Mayor.

Apologies were received from Councillor C Boden, substituted by Councillor J French; Co-opted Member D Preston – Police and Crime Commissioner, substituted by J Peach; Co-opted Member Councillor E Murphy – Fire Authority; Co-opted member J Thomas – Integrated Care Partnership.

There were no declarations of interest.

On the resumption of the meeting on 27 June 2022, apologies for absence were received from Councillor C Boden; D Preston, Police and Crime Commissioner, substituted by J Peach, Deputy Police and Crime Commissioner; Councillor E Murphy, Chair of the Fire Authority; and Jan Thomas, Integrated Care Partnership.

Professor Andy Neely made a declaration of interest in relation to Item 4.2: Local Growth Fund Recycled Funding Proposals in that he is a member of the Board of Cambridge &. He stated that he has no financial interest in the organisation and receives no salary or remuneration.

1.2 Minutes – 30 March 2022 and Action Log

The minutes of the meeting on 30 March 2022 were approved as an accurate record and signed by the Mayor.

The Action Log was noted.

1.3 Petitions

No petitions were received.

1.4 Public Questions

One public question was received from Antony Carpen, a local resident. A copy of Mr Carpen's question and the response (when published) can be viewed on the [meeting webpage](#).

1.5 Membership of Combined Authority 2022-23

It was resolved to:

- a) Note the Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2022/2023 (Appendix 1).
- b) Confirm that the following bodies be given co-opted member status for the municipal year 2022/23:
 - (i) The Police and Crime Commissioner for Cambridgeshire.
 - (ii) Cambridgeshire and Peterborough Fire Authority.
 - (iii) Cambridgeshire and Peterborough Clinical Commissioning Group.
- c) Note the named representative and substitute representative for each organisation as set out in the report.
- d) Agree that any late notifications of appointments to the Monitoring Officer shall take immediate effect.

1.6 Appointments to Executive Committees, Committee Chairs and Lead Members

It was resolved to:

- a) Note and agree the Mayor's nominations to Lead Member responsibilities and the membership of the committees including the Chairs of committees for 2022/23 as set out in revised Appendix 1.
- a) Note the Committee Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2022/23 (revised Appendix 1).
- b) Note and agree the membership for the Employment Committee for 2022/23 (revised Appendix 1).

1.7 Appointment of the Overview and Scrutiny Committee 2022/23

It was resolved to:

- a) Confirm that the size of the Overview and Scrutiny Committee should be 14 members; two members from each constituent council and two substitute members for the municipal year 2022/23.
- b) Agree the political balance on the committee as set out in Appendix 1.
- c) Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Overview and Scrutiny Committee for the municipal year 2022/23 as set out in Appendix 2.
- d) Request that the Overview and Scrutiny Committee consider the co-option of an independent member from a Constituent Council.

1.8 Appointment of the Audit and Governance Committee 2022/23

It was resolved to:

- a) Confirm that the size of the Audit and Governance Committee should be eight members; one member and one substitute from each constituent council and one independent person.
- b) Agree the political balance on the Committee as set out in Appendix 1.
- c) Confirm the appointment of the Members and substitute Members nominated by Constituent Councils to the Committee for the municipal year 2022/23 as set out in Appendix 2.
- d) Appoint the independent person as Chair for the municipal year 2022/23 and delegate the election of the Vice Chair to the Audit and Governance Committee.

1.9 Engagement with Department for Levelling Up, Housing and Communities

It was resolved to:

- a) Consider this update;
- b) Give initial consideration to the issues raised in the EY letter of 1 June;
- c) Give guidance to officers for their further engagement with DLUHC; and
- d) Request officers to work with DLUHC and the LGA to progress the concept of an Improvement Board.

1.10 Appointment of Interim Chief Executive Officer

It was resolved to:

- a) Note the contents of this report.
- b) To receive and agree the recommendation made by the Members of the Employment Committee at the meeting on 24 June 2022 that the preferred candidate be appointed to the position of Interim Chief Executive/Head of Paid

Service for the Combined Authority with effect from a start date to be agreed by the preferred candidate and the Interim Assistant Director of HR.

Part 2 – Mayoral Decisions

2.1 Local Highways Maintenance Grant Allocation 2022/23

Having consulted the Combined Authority Board, the Mayor allocated grants totalling £27,695,000 to Cambridgeshire County Council (CCC) and Peterborough City Council (PCC) in line with the Department for Transport formula for determining each council's share as set out below:

	Total
Cambridgeshire County Council	£21,955,000
Peterborough City Council	£5,740,000
Total	£27,695,000

2.2 MDN 24-2020: X3 Bus Service between Huntingdon and Addenbrookes and MDN 32-2021: Change to the Officer Delegated Authority under Mayoral Decision Notice 28-2020

It was resolved to:

- a) Note Mayoral Decision Notice MDN 24-2020: X3 Bus Service between Huntingdon and Addenbrookes.
- b) Note Mayoral Decision Notice MDN 32-2021: Change to the Officer Delegated Authority under MDN 28-2020.

Part 3 – Combined Authority Decisions

3.1 Future Combined Authority Housing Purpose and Function

It was resolved to:

- a) Note the proposed role for the Combined Authority in supporting the future delivery of housing, specifically to;
 - i. Maintain the oversight of the build out of the affordable housing programme and the re-payment of the Loan Book.
 - ii. Maintain a housing expertise and skills presence, retaining housing officer capability and skills providing capability to respond to future housing initiatives and opportunities, including those identified at the Member workshop.
 - iii. Task the Chief Executive to consider how best to reorganise resources to deliver these functions as part of the Even Better transformation programme.
- b) Approve the community led housing policy as previously approved by the Housing and Communities Committee on 10 January 2022 (attached in Appendix 4 to this report).
- c) Instruct officers to prepare a report for a future Combined Authority Board meeting on options for, and impacts, of the closure and winding up of Angle Developments (East) Limited and Angle Holdings Limited.
- d) Refer the report to the Housing and Communities Committee to consider the future role for the Combined Authority on funding co-ordination, skills and community housing.

3.2 Climate and Strategy Business Cases

It was resolved to:

- a) Approve the Business Case for Care Home Retrofit project and approve £2m from subject to approval line in the MTFP.
- b) Approve the Business Case for Logan's Meadow Local Nature Reserve Wetland Extension project and approve £280,000 from subject to approval line in the MTFP.
- c) Approve the Business Case for the Natural Cambridgeshire project and approve £210,000 from the subject to approval line in the MTFP.
- d) Approve the Business Case for the Nature and Environment Investment Fund project and approve £1m from the subject to approval line in the MTFP.
- e) Approve the Business Case for the Net Zero Villages Programme and approve £1m from the subject to approval line in the MTFP.
- f) Approve the Business Case for the Doubling Nature Metrics project and approve drawdown of £125,000 from the subject to approval line in the MTFP.
- g) Approve the Business Case for the City Portrait project and approve drawdown of £80,000 from the subject to approval line in the MTFP.

3.3 Levelling Up Fund Round 2

It was resolved to:

- a) Approve Peterborough Station Quarter as the Transport Only bid for the Cambridgeshire and Peterborough Combined Authority for the Levelling Up Fund Round 2.

- b) Delegate authority to the Interim Head of Transport, in consultation with the Chief Finance Officer and the Monitoring Officer to approve and submit the completed application.

3.4 Active Travel: Peterborough

It was resolved to:

- a) Approve the drawdown of £750,000 of Active Travel Funding from the Medium-Term Financial Plan for a Feasibility Study and construction of improvements to the Peterborough Green Wheel;
- b) Approve the drawdown of £3,427,800 of Active Travel Funding from the Medium-Term Financial Plan for a Full Business Case new pedestrian footbridge linking Fletton Quays and the Embankment area in Peterborough, subject to the Department for Levelling Up, Housing and Communities approving the Towns Fund bid.
- c) Delegate authority to the Interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer, to conclude a Grant Funding Agreement with Peterborough City Council to enable work to progress.

3.5 Expansion of the Careers Hub

It was resolved to:

- a) Accept and allocate Careers and Enterprise Company grant funding of £289,800 for an extended careers hub in 2022-23;
- b) Approve the recruitment of two new positions of Operations Manager and Project Officer Assistant, employed by the Combined Authority.

3.6 Multiply Local Investment Plan

It was resolved to:

- a) Note the draft Local Investment Plan for the Multiply Programme and its submission to the Department for Education.
- b) Delegate authority to the Chief Executive, in consultation with the Chief Finance Officer and Monitoring Officer, to approve the final version of the Local Investment Plan for the Multiply Programme for submission to the Department of Education.

Part 4 – Business Board recommendations to the Combined Authority

4.1 Economic Growth Strategy

It was resolved to approve the Economic Growth Strategy for Cambridgeshire and Peterborough.

4.2 Local Growth Fund Recycled Funding Proposals

It was resolved to:

- a) Approve a revised grant funding offer for the projects ranked 1, 2 and 3 in the table at paragraph 2.9 of the report to the Business Board on 9 May 2022; and
- b) Decline projects ranked 4 and below, based on the funding not being available for all remaining projects.

Part 5 – Governance Reports

5.1 Annual Report and Business Plan

It was resolved to approve the 2022/23 Annual Report & Business Plan.

5.2 Report of the Independent Remuneration Panel

The report was withdrawn.

5.3 Audit and Governance Committee Annual Report 2021/22

It was resolved to note the Annual Report of the Chair of Audit and Governance Committee for 2021/22 (Appendix 1) and provide any feedback to the Committee.

5.4 Overview and Scrutiny Committee Annual Report

It was resolved to:

- a) Note the Annual Report of the Overview and Scrutiny Committee (Appendix 1).
- b) Note the Committee's feedback on the Centre for Governance and Scrutiny's review (Appendix 2).

5.5 Calendar of Meetings 2022-23

It was resolved to approve the Calendar of Meetings for 2022/23 (Appendix 1).

5.6 Annotated Forward Plan

It was resolved to approve the Annotated Forward Plan.