

# **COUNCIL MEETING**

## **AGENDA**

**10th December 2024**

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, 10th December 2024 at 2.00p.m.

## Agenda

Apologies for Absence

1. Minutes – 22nd October 2024 and Motions Log (pages 10-23)  
[available at [County Council meeting 22/10/2024](#)]
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. Health and Wellbeing Board / Integrated Care Partnership Annual Report 2023-24 (pages 24-59)
7. Annual Report of the Audit and Accounts Committee (pages 60-68)
8. Pension Fund Committee Annual Report 2023-24 (pages 69-83)
9. Cambridgeshire Pension Fund Board Annual Report 2023-24 (pages 84-104)

10. Motions submitted under Council Procedure Rule 10

(oral)

a) Motion from Councillor Bryony Goodliffe

This Council notes:

- Trauma can be experienced through exposure to emotionally distressing experiences. This could be a single incident, or prolonged exposure to difficult and upsetting circumstances. Sources of trauma can be varied and complex;
- Understanding of trauma and the impact it has on survivors is well established, highlighting that its effects can be significant, wide-ranging and affect many aspects of people's lives;
- 47% of children in the UK will experience at least one Adverse Childhood Experience, such as physical or sexual abuse or neglect, and 1 in 10 people in the UK will experience post-traumatic stress disorder (PTSD) at some time in their life;
- There is growing evidence that trauma, particularly in childhood, has long-term negative impacts on lives and social, health, and economic outcomes;
- It has a responsibility to provide the best support within its means for residents and that it is important that trauma is recognised and understood by all staff. Recognition and understanding of trauma would improve the quality of interactions and standard of service and provide opportunities for potential support to be offered;
- Experience of law enforcement and justice services, alcohol and substance misuse, mental health crisis, children's social care and homelessness also disproportionately affect people who have faced significant trauma in their lives;
- Trauma can result in increased likelihood of a range of negative outcomes including lower life expectancy, increased likelihood of being diagnosed with a mental illness and a heightened risk of death by suicide. as well as difficulties accessing or maintaining access to services. This can mean that those most in need of help will often be the ones who face the greatest barriers to accessing it;
- Certain groups, including people experiencing socio-economic disadvantage, women, those who are care-experienced, minority ethnic groups, Migrant population, people with disabilities and the LGBTQ+? community are disproportionately affected by trauma;
- Organisations that adopt Trauma-Informed approaches provide more positive experiences for trauma survivors; and
- Numerous NHS Trusts and many local authorities have adopted Trauma-Informed approaches as best practice.

This Council believes:

- People who have, or who are experiencing, trauma can experience many barriers when accessing services. These can be complex and sometimes misinterpreted by professionals;

- Services or organisations can unintentionally retraumatise or cause additional trauma to service-users. Implementing a Trauma-Informed framework reduces the risk of this occurring;
- Trauma-informed approaches benefit both trauma survivors and professionals equally;
- Consistent and thorough implementation of a Trauma-Informed approach is an important way for schools and education settings to better understand and respond to the specific needs of children and young people; and
- Successful implementation of Trauma-Informed approaches in the county will require a multi-agency approach and buy-in from external organisations.

This Council resolves to:

- take steps to become a Trauma-Informed County and commits to working in partnership to embed Trauma-Informed frameworks across services and partner agencies, working in co-production with trauma survivors;
- use the learning and research on trauma to inform change in practice and thus be better able to reduce the negative effects of trauma on the lives of all with whom we come in contact;
- ask the Chief Executive and the Corporate Leadership Team to develop an action plan to introduce a Trauma-Informed framework across Council services, with a report to be received by the Strategy, Resources and Performance Committee as part of the business planning process for 2025/26;
- deliver services by responding to individuals' needs and creating nurturing and supportive environments where people feel valued, and efforts are made to resist inadvertent re-traumatisation;
- introduce essential learning for councillors and all staff, including e-learning modules, that enables Cambridgeshire County Council to become a truly Trauma-Informed organisation;
- adopt the trauma-informed principles of safety, trust, choice, collaboration, empowerment, and cultural sensitivity so that we can help people to overcome the effects of trauma and improve both access to services and long-term outcomes;
- work with partner organisations to implement a County-wide approach to raising awareness of the impact of trauma and how becoming Trauma-Informed can help to support trauma survivors; and
- consider the implications of making it a requirement in commissioned contracts and services that partner organisations can demonstrate they have, or are implementing, a Trauma-Informed framework, with a report to the Assets and Procurement Committee to be provided within two committee cycles of this motion being approved.

[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 Lucy Nethsingha

This Council notes that:

- there is currently a combined deficit of £3.2 billion in the High Needs block overspend across councils in England.
- the deficit for Cambridgeshire County Council currently sits at £40.016m at the end of 2023/24 financial year, with the deficits for similar councils such as Norfolk and Devon being £81.513m as at 31 March 2024 (Norfolk) and £115.419m to the end of 2023/24 (Devon).
- the statutory override for these deficits is currently due to expire in 2026.
- the previous government's attempt to tackle this issue through the Safety Valve programme is off track in many many councils, with the deficits continuing to rise.
- the National Audit Office recently issued a report on Special Educational Needs and Disability (SEND) and the High Needs Block making clear that there is a need for reform of the entire system.

This Council believes that children and families of children with SEND are being failed by the current system, and that this is a problem which needs to be tackled not only by looking at SEND provision in councils, but the whole of the curriculum and system of accountability in mainstream schools and the health system.

This Council welcomes the government review of the school curriculum and urge:

- those undertaking that review to focus in particular on the needs of children with SEND.
- the government to also consider the relationship between schools, councils and health providers, in particular how the Child and Adolescent Mental Health Services (CAMHs) system is functioning, and the need for health partners to work in closer partnership with schools and families to stop young people ending up in crisis.

This Council resolves:

- to ask the Children and Young People Committee to agree on a submission to be sent to the curriculum review, making clear the importance of an appropriate curriculum to meet the needs of SEND pupils in every school.
- that the Executive Director for Children, Education and Families write to all heads of secondary schools in Cambridgeshire asking for details on how they are ensuring their school is able to meet the needs of all pupils, and that if appropriate following on from this a meeting of secondary heads in Cambridgeshire should be convened to examine how we can better support the families of children with SEND.
- that the Children and Young People Committee bring forward a report on how schools and those working with young people feel the CAMHs system is

working, and whether there is a need for a review of its role in early intervention.

- that the Children and Young People Committee also contact early years providers and primary schools to gather information on their experience of the SEND system.

[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

Council is reminded that:

- it considered a motion submitted by Councillor Alan Sharp on 16 July 2024, which included a recommendation for £250,000 to be allocated from the Bridge Maintenance Fund to progress with an options appraisal so that Mill Lane remained passable during flooding.
- an amendment proposed by Councillor Nethsingha and seconded by Councillor Shailer on being put to the vote was carried with support from the Liberal Democrat, Labour, and Independent Groups.
- the amendment recommended that the “Highways and Transport Committee be asked to assess whether an options appraisal for Mill Lane is good value for money”.
- the Motions Log presented to the last meeting stated “This is provisionally on the forward plan for November 2025, with a report to be presented to the Highways and Transport Committee when the options paper has been completed.”

Council notes:

- recent claims made by the Joint Administration on social media that this is now on the March 2025 agenda, was not supported by the agenda plan published on the Council’s website at that time.

Council believes that a delay of 16 months to action recommendations in a motion approved by full Council on 16 July 2024 is unacceptable, it therefore recommends that a decision on whether to proceed with an options appraisal as set out in the agreed motion be included as an agenda item for the next meeting of Highways and Transport Committee to be held on 21 January 2025.

[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 Bill Hunt

Council is reminded that:

- it considered a motion submitted by Councillor Bill Hunt on 17 October 2023 relating to the downgrading of the A1421 from an A to a B road for reasons of safety.

- the motion stated that “a motion to re-classify the A1421 and A1123 from "A" to a "B" was passed in December 2020.
- the Highways and Transport Committee on 27 July 2021 resolved by a majority not to progress the proposal to declassify the A1123 and A1421 from A road to B road status at this time despite all the relevant parish councils supporting the move.
- the motion included alterations proposed by Councillor Dupré, accepted by Councillor Hunt, which asked, “the Executive Director for Place and Sustainability to present a report to a future meeting of Highways and Transport Committee which evaluates options to reduce traffic and traffic speeds, improve road safety, and increase options for active travel on the A1421 including, but not limited to, the reclassification of the A1421 from "A" to "B"”.
- a report was presented to Highways and Transport Committee on 23 July 2024, where it was agreed to “Note the options for traffic calming measures set out in paragraph 3.8 of this report”, which states the following: “Potential physical traffic calming measures could include raised features, such as speed cushions or raised tables, build outs or pinch points however any proposal would be subject to further discussion with local stakeholders, wider consultation, and detailed design work”.
- the Motions Action Log presented to Council on 22 October 2024 stated that “A report was presented to the Highways and Transport Committee meeting on 23 July 2024” and was marked as completed.

Council believes that:

- a simple listing of options is not an evaluation of options.
- it is not acceptable to translate “evaluates options” from the motion into effectively stating if someone brings something forward the Council can consider it.
- this motion has not been completed, nor taken seriously.
- a year delay to potential safety improvements could have significant safety consequences.

Therefore, Council recommends that:

- the motion be reclassified as ongoing on the Council Motions Log.
- a report be presented to the Highways and Transport Committee on 4 March 2025, which evaluates options to reduce traffic and traffic speeds, and improve road safety”, on the A1421 as originally passed.

[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 Mark Goldsack

Council notes that:

- the recent 2024 Autumn Budget change to Inheritance Tax relief announced by the Labour Government will introduce a Family Farm Tax and will have a detrimental impact on family farms and farmers' ability to pass on their farms to the next generation of farmers.
- the Labour Government has claimed only the wealthiest 500 estates would be affected.
- the Country Landowners Association (CLA) has cited a figure of 70,000 UK farms potentially being affected at the point of inheritance.

Council believes that:

- the Labour-Government have betrayed and let down farmers by breaking their promise to not introduce a Family Farm Tax.
- the Family Farm Tax will damage the ability of farmers to pass on their farms to their children, threaten food security by forcing the sale of family farms, and make British food production harder.
- the Secretary of State for the Department of Environment, Food and Rural Affairs, Steve Reed, and the Prime Minister, Keir Starmer, promised not to introduce a tax like this.
- countless farms will be harmed, threatening food security and rural areas as warned by the National Farmers Union and Country Land and Business Association.
- at a time when many farmers in Cambridgeshire are struggling with soaring costs and energy prices, this sudden tax rise will damage the future of their farms. The response from the Secretary of State for the Department of Environment, Food and Rural Affairs is that already struggling farmers will have to 'do more with less'.
- Keir Starmer and the Labour Government have misled the public with their figures.

Council resolves:

- to ask the Chief Executive to write to the Secretary of State for the Department of Environment, Food and Rural Affairs to outline the Council's dismay at this decision and calls on the Government to stop the Family Farm Tax.
- that the Council engages with local farmers and community representatives to offer support.

[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]



## 11. Questions

- (a) Cambridgeshire and Peterborough Combined Authority and Overview and Scrutiny Committee (Council Procedure Rule 9.1) (page 105)
- (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 2nd December 2024

Emma Duncan  
Service Director:  
Legal and Governance  
(Monitoring Officer)

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The Council does not guarantee the provision of car parking on the New Shire Hall site. Information on travel options is available at: [Travel to New Shire Hall](#)

This meeting is streamed to the Council's website: [Council meetings Live Web Stream - Cambridgeshire County Council](#)

For more information about this meeting, please contact Michelle Rowe at the County Council's Democratic Services on Cambridge (01223) 699180 or by email at: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

## Full Council Motion Log

This is the updated Motion Log as of 2 December 2024. 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 19 July 2022					
Minute No.	Motion	Responsible Officer	Action	Update	Status
87 e)	Councillor Alex Beckett  (Pavement parking)	Executive Director of Place and Sustainability	Highways and Transport Committee to assess the impact of this trial [a group of pilot areas in Cambridge City for TRO implementation] upon its implementation.	Update: 14 October 2024  This has now been passed to the Greater Cambridge Partnership to implement. An assessment will be carried out once the trial has been implemented.	Ongoing
			If successful, the highways department should 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).	Update: 2 December 2024  The Greater Cambridge Partnership will be considering a trial as part of the Integrated Parking Strategy (IPS).  The IPS work will tie in with the Combined Authority's Greater Cambridge Transport Strategy work, an update on which will be provided to its Transport and Infrastructure Committee in early 2025.	Ongoing

## Motions from Full Council on 18 July 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
161 c)	Councillor Michael Atkins  School Uniform Costs	Director of Education	<p>Write to all school headteachers and governing bodies to:</p> <ul style="list-style-type: none"> <li>- Remind them of the new statutory guidance.</li> <li>- Gather data as to the current impact of uniform policies on families in the county, in particular:                             <ul style="list-style-type: none"> <li>a. the number of branded items required by the policy, and whether sew-on badges or equivalent are available;</li> <li>b. an estimate of the total cost of a full set of school uniform to attend the school;</li> <li>c. whether the uniform has been changed in the past five years, and if so whether existing pupils were permitted to continue wearing the previous uniform; and</li> <li>d. support offered to families on low income.</li> </ul> </li> </ul>	<p>Update: 13 May 2024</p> <p>A letter was sent to schools at the start of October 2023, which outlined the statutory guidance in relation to school uniform. The letter also invited them to respond to a survey on how schools operate their uniform policies. The survey closed at the end of November 2023.</p> <p>A further communication will be sent to schools during the summer half term to ask for updated costs of uniform for September 2024.</p>	Ongoing

			Analyse the data returned by schools in a report to the Children and Young People Committee - where information is not returned, it may be complemented by a desktop exercise based on public information. The report should highlight examples of best practice, and be shared with school governors.	Update: 8 July 2024  It is planned to present the data to the Children and Young People Committee at its meeting in November 2024.	Ongoing
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**Motions from Full Council on 17 October 2023**

Minute No.	Motion	Responsible Officer	Action	Update	Status
173 d)	Councillor Bill Hunt  Reclassification of the A1421	Executive Director of Place and Sustainability	Accelerate the IRAP [International Road Assessment Programme] safety analysis of the A1421 and include it in the first tranche.	Update: 2 December 2024  An IRAP report is scheduled to be presented to the Highways and Transport Committee on 4 March 2025. The report shall include an update on the assessment of options for the A1421 based on the IRAP.	Ongoing

## Motions from Full Council on 12 December 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
186 a)	Councillor Mike Black  Adult Social Care	Executive Director of Adults, Health and Commissioning	The Executive Director of Adults, Health and Commissioning to ensure that departments make the necessary preparations for this Council to take the initiative locally to take any opportunities offered by changes to government policy, including but not limited to the introduction of a National Care Service, to bring about a drastic improvement in social care provision.	<p>Update: 11 March 2024</p> <p>The development of proposals to establish a National Care Service would be led by the Government of the day, through the associated legislative processes. Consequently, local implementation will be reliant on these being delivered.</p> <p>The Council will need to consider detailed responses to any future Government consultations as part of this approach to inform policy change, and the completion of evidence-based impact assessments will be key to this. It is therefore very likely that the development and delivery of a National Care Service will take a considerable amount of time at both a national and local level to ensure the process of co-design, legislation and implementation is accommodated.</p> <p>The Council already actively takes forward the opportunities afforded within changes to Government policy, funding, and reforms to improve adult social care provision within the funding it has available to it. Progress against developments in areas such as self-directed support, Care Together, Adult Social Care Market Sustainability, accommodation, in-house service provision and commissioning improvements are already appropriately reported to the Adults and Health Committee for Member decision-making and scrutiny.</p>	Ongoing

186 c)	Councillor Alex Bulat  Dentists	Director of Public Health	Working with the "Toothless in England" resident campaign group, who have members across Cambridgeshire including a local branch in Huntingdon, to bring local lived experiences in any discussion around dental health in our county.	Update: 14 October 2024  Public Health are following up on the outcomes of the meeting with "Toothless in England". In the intervening period, the NHS Cambridgeshire and Peterborough Integrated Care Board has undertaken a "deep dive" into local dental services and is developing a local action plan that will be reported on in early 2025.	Ongoing
			Encourage the ICB to explore the feasibility of mobile dentistry in our county, especially in areas which are less served by public transport.	Update: 14 October 2024  The NHS Cambridgeshire and Peterborough Integrated Care Board area has been identified as being an area that would benefit from the provision of a mobile dental service. However, the progression of this proposal has been paused until further clarity and advice is provided by NHS England, nationally, from both the Chief Dental Officer and the National Specialised Commissioning Teams.	Ongoing

### Motions from Full Council on 19 March 2024

Minute No.	Motion	Responsible Officer	Action	Update	Status
206 d)	Councillor Lucy Nethsingha  Voter participation	Executive Director of Strategy and Partnerships	Ask the Communities, Social Mobility and Inclusion Committee to develop a plan, working with partners in District and Parish Councils, to encourage greater understanding of the role of the different tiers of local government here in Cambridgeshire, and in	Update: 2 December 2024  An action plan is now in place, and progress will be monitored through regular updates to the Communities, Social Mobility and Inclusion Committee Spokes.	Complete

			particular to bring forward proposals about how we can work to better engage with younger people in Cambridgeshire to increase participation in local elections.		
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**Motions from Full Council on 21 May 2024**

Minute No.	Motion	Responsible Officer	Action	Update	Status
222 a)	Councillor Alex Beckett  Artificial Intelligence	Executive Director of Finance and Resources	Present long-term Technology Impact Assessment, as part of business planning, reports to each Policy and Service Committee to inform members' awareness of the potential opportunities and risks, new technologies (including but not limited to autonomous vehicles, artificial intelligence / Machine Learning, renewable energy generation / storage, Internet of Things) may present to our ways of working with and in our communities over the short, medium and long (20+year)-term. This should consider the financial costs and gains, environmental impacts, economic opportunities, social changes, and potential security risks.	Update: 2 December 2024  This will be included as part of the Council's business planning process, and these update reports are being prepared for the committee meetings in January 2025.	Ongoing

			Use the assessments to continually refresh the Council's Digital Strategies and the action plans that support their delivery, as well as the Council's business plan. This should be reported annually alongside the Business and Budget Plan to the Strategy, Resources and Performance Committee.	Update: 2 December 2024  These update reports are being prepared for the committee meetings in January 2025.	Ongoing
			Work with the Combined Authority to create a technology forum to foster collaboration with local universities, technology companies, research institutions, and other local authorities in order to explore the challenges and opportunities technology can bring to our area. A member technology champion would assist in supporting this Forum.	Update: 2 December 2024  Councillor Beckett was appointed as the Technology Member Champion by the Strategy, Resources and Performance Committee. A scoping meeting to develop a wider forum was held in early November 2024, with a forward plan for 2025 being drawn up to which the Member Champion will be invited. An update on progress will be presented to the Committee in summer 2025, as part of wider feedback on the Digital Strategies.	Ongoing
222 e)	Councillor Susan van de Ven  International relationships	Executive Director of Place and Sustainability	Seek to influence its partnership activity with the CPCA and District Councils to strengthen links with the international community, with a view to encouraging cross-cultural understanding, exchange, and investment.	Update: 2 December 2024  This matter was raised with the Chief Executives of the Combined Authority and District Councils at a meeting on 18 July to support ongoing work being undertaken with partners to further improve approaches to place marketing and inward investment.	Ongoing



## Motions from Full Council on 16 July 2024

Minute No.	Motion	Responsible Officer	Action	Update	Status
232 a)	Councillor Alan Sharp  Mill Lane flooding	Executive Director of Place and Sustainability	Approval of a virement of £250,000 from the £1.5m that remains unallocated over the next five years in the Medium Term Financial Strategy from the Digital and Change Reserve to the Bridge Maintenance Fund.	Update: 2 December 2024  A report will be presented to the Highways and Transport Committee on 4 March 2025.	Ongoing
			Highways and Transport Committee be asked to assess whether an options appraisal for Mill Lane is good value for money, and whether there are other capital projects which could benefit from similar work to ensure that Mill Lane and other areas remain passable during flooding.	Update: 2 December 2024  A report will be presented to the Highways and Transport Committee on 4 March 2025 to assess whether an options appraisal for Mill Lane is good value for money, and whether there are other capital projects which could benefit from similar work to ensure that Mill Lane and other areas remain passable during flooding.	Ongoing
232 c)	Councillor Ros Hathorn  Play and recreational spaces	Executive Director of Strategy and Partnerships	Share and promote the evidence [on the benefits of play for children and young people, including those with special educational needs and disabilities, in relation to positive mental health and physical well-being.] with partners across Cambridgeshire, including Town and Parish Councils, for	Update: 2 December 2024  The evidence was shared in the November edition of Cambridgeshire Matters, for partners to utilise when compiling funding bids and engaging residents in local conversations.	Complete

			local use and to support funding bids or planning conversations and bring a paper to the Communities, Social Mobility and Inclusion Committee with this evidence.		
			Report key findings from this work back to the Communities, Social Mobility and Inclusion Committee.	Update: 2 December 2024 A report will be presented to the committee once findings from the pilot have been identified.	Ongoing

### Motions from Full Council on 22 October 2024

243 a)	Councillor Alex Bulat  Community Safety	Chief Executive	The Chief Executive to write to the Home Secretary to ask for Cambridgeshire to have its fair share of the new neighbourhood police officers and that they are fully funded by the central policing core grant, including opportunities for local residents to train and fill those new roles.	Update: 2 December 2024 A letter was sent to the Home Secretary on 28 October 2024.	Complete
			The Chief Executive to write to all constituency MPs in Cambridgeshire asking them to lobby for a fairer funding deal for our county, through changes to the government's police grant allocation that better reflects current population data and local factors.	Update: 2 December 2024 A letter was sent to all Cambridgeshire MPs on 28 November 2024.	Complete

		Executive Director of Strategy and Partnerships	<p>Officers from the Domestic Abuse and Sexual Violence Service with:</p> <ul style="list-style-type: none"> <li>a) Recruiting additional White Ribbon ambassadors from across the Council, ensuring there is representation from all council directorates and from elected members.</li> <li>b) Developing a cross-council action plan to support the White Ribbon reaccreditation process.</li> <li>c) Communicating the help and support available across Cambridgeshire to victims of domestic abuse through partner forums, Council communications (including social media channels) and through local publications such as Cambridgeshire Matters and the Cambridgeshire and Peterborough Association of Local Councils newsletter.</li> </ul>	<p>Update: 2 December 2024</p> <ul style="list-style-type: none"> <li>a) Internal communications to recruit additional White Ribbon ambassadors were circulated to all the Council's directorates and featured in the Cambridgeshire Conversation (all employee briefing) in November 2024, with additional ambassadors recruited from all the Council's directorates.</li> <li>b) An action plan was developed and submitted to White Ribbon in November 2024.</li> <li>c) Communications were issued alongside White Ribbon Day and are ongoing as part of the 16 days of action campaign.</li> </ul>	Ongoing
243 b)	Councillor Ros Hathorn  Planning Process	Executive Director of Place and Sustainability	Provide Members with comprehensive and bespoke training and engagement to understand the parameters of the planning system, how county decisions feed into the process, what the county is doing to manage the	<p>Update: 2 December 2024</p> <p>The content of this training is currently being developed, as it will need to span a number of different teams that respond to city and district council planning applications for new towns, strategic developments, Nationally Significant Infrastructure Schemes (NSIPs) and Transport Works Act Orders (TWAOs). Once the content of the</p>	Ongoing

			challenge of delivering new towns and major developments.	training is finalised, invitations will be sent out in January 2025.	
			Provide a guidance document available on its website detailing the planning parameters, what the county council does to secure the best possible outcomes, and how residents can best engage.	Update: 2 December 2024  This guidance document will be based on the above training and will be finalised once feedback on the training event has been received.	Ongoing
			Recognise the importance of keeping the time between planning decisions and buildout as short as possible ideally within three years and that at the point of delivery, designs should aspire to meet both national standards and design guidance.	Update: 2 December 2024  This has been acknowledged by the Council and has been included in the letter to the Secretaries of State under point b) below.	Complete
		Chief Executive	The Chief Executive to write to the relevant Secretaries of State to highlight Cambridgeshire's experiences of growth to inform future updates to legislation as follows: a) Local government needs the power to make developers collaborate with local partners to ensure alignment of projects.	Update: 2 December 2024  A letter was sent to the Deputy Prime Minister and Secretary of State for Transport on 28 November 2024.	Complete

			<p>b) There must be a mechanism so that designs and decisions can be updated alongside future guidance or best practice, particularly if schemes are not delivered within three years.</p> <p>c) The importance of keeping population data current so that funding formulae keeps up to date with the actual number of people living in that place.</p> <p>d) Excessive bureaucratic oversight on infrastructure projects creates unnecessary delays and risks to major projects.</p>		
243 c)	Councillor Lorna Dupré  Lithium Batteries	Chief Executive	The Chief Executive to write to the Minister of State for Policing, Fire and Crime Prevention to encourage the Government to support new legislative provisions to achieve the proposal's objectives.	Update: 2 December 2024  A letter was sent to the Minister of State for Policing, Fire and Crime Prevention on 28 November 2024.	Complete
			The Chief Executive to write to Cambridgeshire Fire Authority and to RECAP and its constituent authorities to advise them of the contents of this motion and urge them to make their own	Update: 2 December 2024  Letters were sent to the Cambridgeshire Fire Authority and to the Chief Executives of RECAP constituent authorities on 28 November 2024.	Complete

			representations to the Minister.		
243 d)	Councillor Edna Murphy A14 Impacts	Executive Director of Place and Sustainability	Request that Council officers identify the outstanding issues from the A14 project on local communities and bring them together in a single report to the Highways and Transport Committee so that all issues can be clear and documented, to ensure the pervasive effects are not forgotten or normalised, and how the whole experience of the A14 project might be captured and used to ensure success in relation to other major Consents.	Update: 2 December 2024  A report is scheduled to be presented to the Highways and Transport Committee on 4 March 2025.	Ongoing
		Chief Executive	The Chief Executive make the case to new MPs, and the new Minister for Transport, and National Highways to be more responsive to local communities and in particular to raise the problems our communities are still experiencing from the A14 project to see how they can be addressed. This should include a formal request for National Highways to remediate the landlocked buildings at Bar Hill, to restore the cut in funding for the NMU routes intended to be part of	Update: 2 December 2024  A letter was sent to the Secretary of State for Transport on 28 November 2024.	Complete

			the scheme, and to make public the information about the impact on biodiversity.		
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## Health and Wellbeing Board / Integrated Care Partnership Annual Report 2023-24

To: County Council

Meeting Date: 10th December 2024

From: Chair of the Health and Wellbeing Board

Outcome: The council receives and acknowledges the information and progress described in the Health and Wellbeing Board / Integrated Care Partnership Annual Report for 2023-24

Recommendation: Council is asked to acknowledge and support the work undertaken by the Health and Wellbeing Board / Integrated Care Partnership in 2023-24.

Officer contact:

Name: Kate Parker  
Post: Head of Public Health Business Programmes  
Email: [Kate.Parker@cambridgeshire.gov.uk](mailto:Kate.Parker@cambridgeshire.gov.uk)



## 1.0 Background and Purpose

1.1 The purpose of this report is to provide a summary of activity that the Cambridgeshire and Peterborough Health and Wellbeing Board / Integrated Care Partnership has undertaken during 2023-2024.

1.2 The Joint Health and Wellbeing / Integrated Care Partnerships second annual report for 2023-2024 was approved by the Board on 11th October 2024 (Appendix A).

1.3 This board's first annual report focused on the establishment and governance of a committee in common between the Joint Cambridgeshire and Peterborough Health and Wellbeing Boards and the Integrated Care Partnership

1.4 The Health and Wellbeing Board Strategy focuses on three ambitions for 2030:

1. We will increase the number of years that people spend in good health.
2. We will reduce inequalities and preventable deaths before the age of 75.
3. We will achieve better outcomes for our children.

1.5 Four Health and Wellbeing Priority areas were identified where we know we need to do things differently to achieve our overarching ambitions.

Priority 1: Ensure our children are ready to enter and exit education, prepared for the next phase of their lives.

Priority 2: Create an environment to give people the opportunities to be as healthy as they can be.

Priority 3: Reduce poverty through better employment, skills and better housing.

Priority 4: Promote early intervention and prevention measures to improve mental health and wellbeing.

## 2.0 Overview of the HWB ICP Annual Report 2023-24

2.1 The second Annual Report focuses on the initial progress behind the four priority areas of the strategy and it reflects how we are making important connections to wider plans. There is a recognition that meaningful improvements to health outcomes are made over longer periods of time, but it is important to determine how we measure our progress towards meeting them. To support the HWB Strategy in this first year of delivery we have developed an interactive power BI dashboard which will monitor the progress against all deliverables. [Cambridgeshire & Peterborough Insight – Health and Wellbeing – Public Health – Health and Wellbeing Integrated Care Strategy](#)

2.2 The full report is provided in Appendix A. The following are the key areas included in the report.

- Establishment of the Joint HWB with the Integrated Care Partnership
- Development of the Health and Wellbeing Integrated Care Strategy
- Progress on delivering the Health and Wellbeing Strategy action plans
- Development of an interactive Power BI dashboard to monitor progress against action plan deliverables
- Update on the Integrated Care Partnership and the Joint Board development programme
- Update on the Joint Strategic Needs Assessment (JSNAs) planned for 2024-25
- Voluntary Sector Network

2.3 The report has a final section that records the recommendations and challenges for 2024-25. These are being addressed at board meetings and through the continued use of development sessions. Since the initial development of the Joint Health and Wellbeing Integrated Care Strategy, there has been considerable change in the strategic landscape and the HWB ICP Board has overseen these changes but recognises that it must evolve in responses to the challenges ahead.

### 3.0 Source Documents

3.1 These source documents listed below refer to the Health and Wellbeing annual report (Appendix A).

#### HWB Integrated Care Partnership Key Documents

[Joint Health and Wellbeing Integrated Care Strategy - Cambridgeshire County Council](#)

Health and Wellbeing Board agendas and minutes

[Joint Cambridgeshire & Peterborough Health & Wellbeing Board/ICP | CPICS Website](#)

[Cambridgeshire & Peterborough Insight – Joint Strategic Needs Assessment \(JSNA\) \(cambridgeshireinsight.org.uk\)](#)

#### Guidance Documents

White Paper on Health and social care integration

[Health and social care integration: joining up care for people, places and populations - GOV.UK \(www.gov.uk\)](#)

[Health and wellbeing boards: draft guidance for engagement - GOV.UK \(www.gov.uk\)](#)

[2022 to 2023 Better Care Fund policy framework - GOV.UK \(www.gov.uk\)](#)

**Health and Wellbeing Board  
and  
Integrated Care Partnership  
Annual Report 2023-24**

## Joint Chairs Forward

As joint chairs we are delighted to present the second annual report of the Joint Cambridgeshire & Peterborough Health and Wellbeing and Integrated Care Partnership. This report outlines progress on the four strategic themes set out in the strategy; Ensuring Children are ready to enter and exit education prepared for the next stage in their lives, Creating healthy environments, Reducing poverty through better employment, skills and housing and Promoting early intervention and prevention to improve mental wellbeing.

The first annual report focused on establishing a committee in common with the Health and Wellbeing board and the Integrated Care Partnership. This annual report focuses on the initial progress behind the four priority areas in the strategy. It reflects on how we are making important connections to wider plans. For example, our system work on Health Outcomes has drawn explicitly from our three shared ambitions and four priorities and we will look to deepen this connection going forward. Also, our long-term Health & Wellbeing Strategy 2022-2030 is also underpinned by those ambitions. Meaningful progress, of course, requires a long-term commitment. In this second annual report, we are pleased to set out ways in which we have begun to understand how progress and change can be best assessed. Improvements to health outcomes are made over time so we have started work in developing an interactive dashboard to monitor our progress against several deliverables. Also, we are committed to continue to work together on looking at new approaches to the Better Care Fund to align it more closely with our ambitions.

The board continues to build strong working partnerships that enable the development of place-based improvements in health and wellbeing. We have sought to ensure that our joint work is properly reflected in the emerging work of the Cambridgeshire and Peterborough Combined Authority on a set of shared ambitions for the area. This work is particularly developing in priority three, which focuses on reducing poverty through better employment and skills. For each priority area in the strategy, we have senior responsible officers from a range of organisations in the

system demonstrating the system-wide commitment and shared ownership of the strategy. We have utilised existing partnership arrangements like the housing board to support the development of place-based approaches to improve health and wellbeing.

This report also acknowledges these challenging and rapidly changing times, as well as the importance of an agile and open-minded approach to meeting our objectives. In reflecting on the progress to date, we acknowledge all the hard work undertaken in each of the priority subgroups and the partnerships that have taken forward co-ordination of the action plans that underpin the priorities. We will continue to harness the contribution of a range of partners in our shared endeavour of working with residents and communities to improve health and wellbeing across Cambridgeshire and Peterborough.



*John O'Brien*  
*Chair of Cambridgeshire & Peterborough*  
*ICB*



*Cllr Shabina Qayyum*  
*Peterborough City Council*



*Cllr Susan van de Ven*  
*Cambridgeshire County Council*

# Health and Wellbeing Board and Integrated Care Partnership Annual Report 2023-24

## **1. Background**

- 1.1 Under the Health and Social care Act 2012 Upper Tier Local Authorities have a statutory function to have a Health and Wellbeing Board (HWB) as a formal committee of the local authority. Health and Wellbeing Boards have a vital role in promoting greater integration and partnership between bodies from the NHS, public health and local government. They have a statutory duty, with the former clinical commissioning groups (now the Integrated Care System) to produce a joint strategic needs assessment and a joint health and wellbeing strategy for their local population.
- 1.2 The formal joint working relationships around the Health and Wellbeing board between Peterborough City Council and Cambridgeshire County Council were already in place in 2019 with the establishment of a Joint Cambridgeshire and Peterborough Health and Wellbeing Board agreed by both Upper Tier Local Authorities. The HWB has been working in partnership as a committee in common with the Integrated Care Partnership since 2022.
- 1.3 The white paper on Integration and Innovation: working together to improve health and social care (published in 2021) establishes Integrated Care Systems (ICSs) on a statutory footing through both the NHS Integrated Care Board and an Integrated Care Partnership (ICP). The annual report for 2022-23 details the local arrangements for working together through aligned membership and shared agendas. This annual report is presented on behalf of both the HWB and ICP demonstrates a strong active participation from a range of organisations that have an interest in the health, care and wellbeing of people and communities across Cambridgeshire and Peterborough

## **2.0 Introduction**

- 2.1 Locally, system partners agreed they will have a shared Health & Wellbeing Integrated Care Strategy, owned by the whole system. In December 2022 the HWB agreed its new Joint Health and Wellbeing Integrated Care Strategy 2022-2030. The previous HWB ICP annual report focused on system engagement around the Health and Wellbeing Priorities. These priorities were developed from a number of engagement events and using Joint Strategic Needs Assessment data the Covid-19 Impact assessment. This report will describe the progress and activities undertaken during 2023-24 to develop system-wide implementation plans to deliver against the overarching objectives and the action plans associated with the HWB priorities.

- 2.2 The HWB / Integrated Care Partnership identified three ambitions and four priority areas:

Our ambitions for 2030:

1. We will increase the number of years that people spend in good health
2. We will reduce inequalities and preventable deaths before the age of 75
3. We will achieve better outcomes for our children.

Four Health & Wellbeing Priority areas were identified where we know we need to do things differently to achieve our overarching ambitions.

**Priority 1:** Ensure our children are ready to enter and exit education, prepared for the next phase of their lives.

**Priority 2:** Create an environment to give people the opportunities to be as healthy as they can be.

**Priority 3:** Reduce poverty through better employment, skills and better housing.

**Priority 4:** Promote early intervention and prevention measures to improve mental health and wellbeing.

- 2.3 Section 3 of the annual report for 2023-24 will provide updates on our ambitions and each of the priority areas. Section 4 of the report focuses on the board's development. Board members have participated in a number of development sessions to discuss collaborative approaches to delivering on the strategy and an overview of these will be provided. Details of planned Joint Strategic Needs assessments and the associated work programme for 2024-25 will be included as part of the next steps for delivering on the strategy.

### **3.0 Progress on Delivering the Health & Wellbeing Integrated Care Strategy**

- 3.1 We know that meaningful improvements to health outcomes are made over longer periods of time, but it is important to determine how we measure these. To support the HWB strategy delivery in its first year we have developed an interactive power BI dashboard. This dashboard has been created to monitor progress against a range of deliverables. It uses data which is in the public domain and is online [here](#) at Cambridgeshire Insight for anyone to access.

The sections below outline the work so far for each of the four priorities. Overall, while no statistical significance testing has taken place, the metrics in the dashboard show good progress. There are improvements in children's early development and in NEET rates as young people move into adulthood. The latest data on children's excess weight shows a welcome (though small) movement in the right direction, though inequalities are increasing. Adult physical activity is increasing though children's activity has fallen. Trends in

poverty and economic activity should be more visible soon when new data is available. Unfortunately, where there is recent data on children and adults' mental health, these indicators are worsening, with an increase in referrals for children and young people and a small drop in the proportion of adults who feel that life is worthwhile.

### 3.2 Priority 1: Ensuring our children are ready to enter and exit education, prepared for the next phase of their lives.

Our long-term ambitions are to:

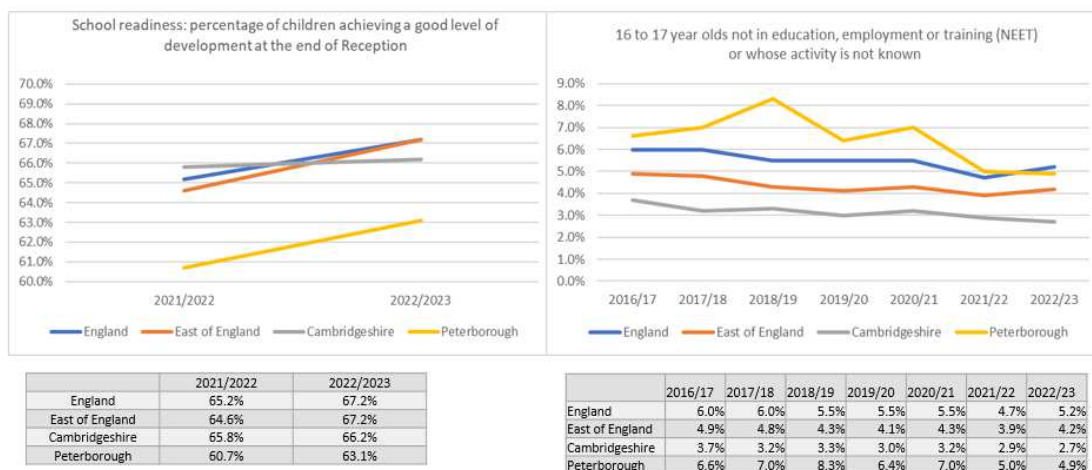
- Increase the proportion of children who show a good level of development (GLD/school readiness) at the end of Reception (**Target: 65.8 to 70.8%CCC, 60.7 to 70%PCC**)
- Reduce the proportion of young people aged 16-17yrs who are not in education, employment or training (NEET; **Target: 3 to 2%CCC, 5 to 3%PCC**)
- Reduce inequalities and address disproportionality in both these outcomes

The vulnerable groups we want to improve outcomes for are Children in Care, Care leavers, Young carers, Young offenders, Young parents, Children with SEND, Children in alternative education provision, LGBTQ+, certain Ethnicities, Socio-economic deprivation (pupil premium), Traveller communities, other children vulnerable to poor outcomes.

Figure 1: Progress towards ambition



#### Progress towards ambition



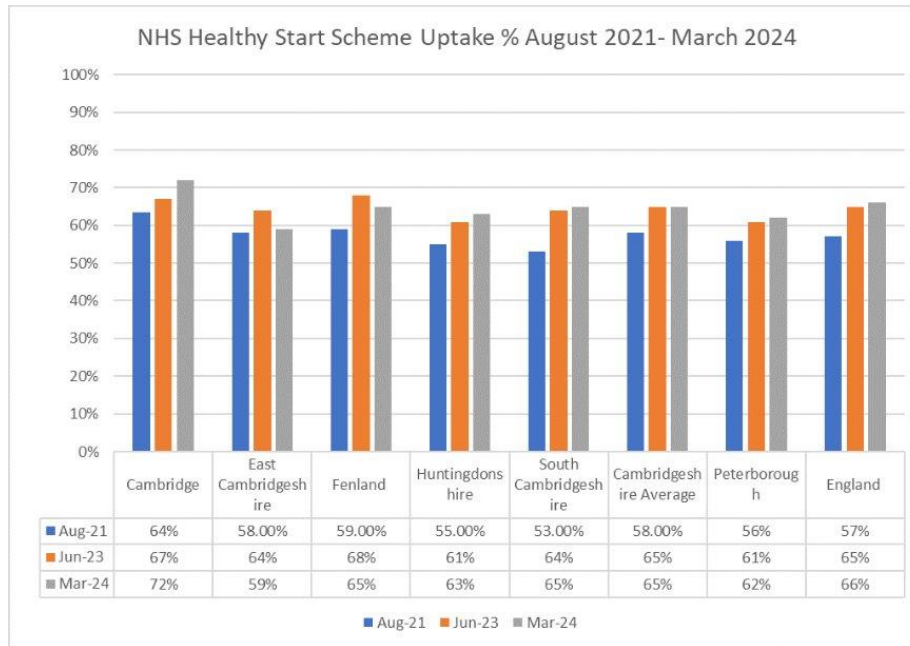
**During 23\_24 we focussed on 10 Deliverables implemented through the Family Hubs Partnership (<5yrs) and School-aged Health Improvement Partnership (>5yrs)**



Deliverable 1: Increase the uptake of the Healthy Start Scheme

- The NHS Healthy Start Scheme continues to be widely promoted across the system. Uptake rates have significantly increased and new data in March 2024 shows uptake in Peterborough at 62% and in Cambridgeshire 65%. However, we still have a way to go to improve how we identify eligible families and help them access the scheme.

Figure 2: NHS Healthy Start Scheme Uptake Aug 21- March 24



- Healthy Start Vitamins are available in Child & Family Centres across Cambridgeshire and Peterborough, but uptake has been very low. We are engaging with families through child and family centres to understand their needs

Deliverable 2: Promote the Start for Life offer through health and community settings

- Peterborough is one of 75 Local Authorities to receive National funding for Family Hubs and Cambridgeshire is also implementing a similar model without the additional funding. Information for families about the Start for Life offer is available at [Start for Life | Peterborough City Council](#) [Family Hubs - Start for Life offer | Cambridgeshire County Council](#)
- A new online health resource for children and their families, encompassing the healthy child programme and more specialist services, launched in October 2023 and is linked to the start for life offer. [Home - NHS Children's Health \(cambspborochildrenshealth.nhs.uk\)](https://www.cambspborochildrenshealth.nhs.uk)

- A new midwife led smoking cessation service has been launched that provides support during the whole pregnancy, as well as the twelve-week period after birth. The new service includes personalise quit plans and tailored behavioural support and access to nicotine replacement therapy. Local.

### Deliverable 3: Perinatal mental health and parent-infant relationships

- Locally co-produced paper and digital resources have been created for families and the workforce to help new parents find support for their own and their infant's mental health. [Perinatal mental health links and resources | Cambridgeshire County Council](#) [Perinatal mental health links and resources | Peterborough City Council](#)
- An Anti-stigma campaign has been launched

Picture 1: Perinatal mental health anti-stigma campaign



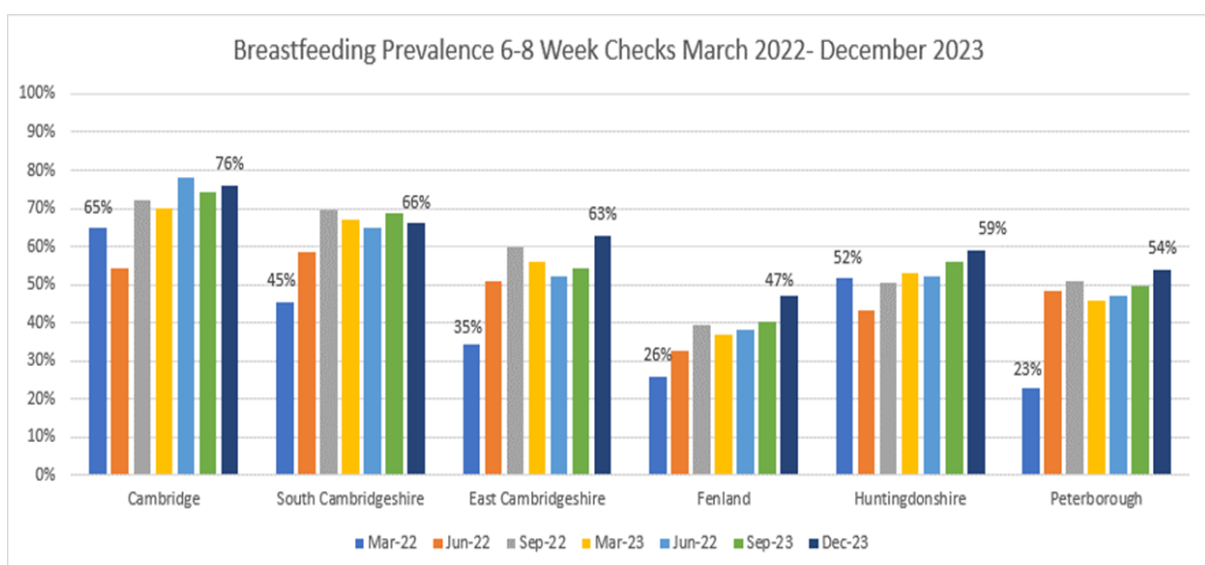
- Health Visiting, Maternity and Child and Family Centres have been working together to roll out a co-delivered antenatal education programme 'Pathway to Parenting' that supports families in developing strong parent-infant relationships and an awareness of perinatal mental health which is available to all expectant parents across Cambridgeshire and Peterborough.
- A new pilot parent-infant wellbeing team which sits within the Healthy Child Programme has been launched in Peterborough. Alongside directly supporting families, they help identify training needs within the system, raise awareness of the importance of parent-infant relationships, educate and supervise the early years workforce.
- A comprehensive training offer to the system workforce on Perinatal mental health and parent infant relationships is now in place. This ranges from universal access courses such as 5 to thrive and national training, to more specialist training on interventions such as video interactive guidance (VIG).

Deliverable 4: Ensure all new parents and parents-to-be receive good infant feeding support

- A new community Infant Feeding & Emotional Wellbeing Peer Support Service launched in October across Peterborough, Fenland and Huntingdonshire. The National Childbirth Trust (NCT) have been awarded this contract which aims to provide holistic support from qualified peers recruited from local areas to new parents.
- To improve family’s knowledge of and access to appropriate information and local support around infant feeding a new website has been launched by the NCT, directing families to community support and helplines. Between October 2023 and March 2024, 1700 page views, with 354 activity interacting with the site (328 were new users. [Peterborough & Cambridgeshire Infant Feeding Support \(pbcinfantfeeding.org\)](http://pbcinfantfeeding.org))
- Infant feeding training providing the wider children’s workforce with the skills to discuss infant feeding issues and confidence in how to support families has been launched. These sessions have been fully booked.
- Introduction to Healthy First Foods (weaning) workshops have been rolled out across all of Cambridgeshire and Peterborough delivered jointly by staff from the Healthy Child Programme and Child & Family centres.
- #Freetofeed to support breastfeeding in South and East Cambridgeshire with plans to roll out in Peterborough shortly. [Free to feed \(cambspborochildrenshealth.nhs.uk\)](http://cambspborochildrenshealth.nhs.uk)

We have seen breastfeeding rates improving across all districts in Cambridgeshire and in Peterborough between March 2022 and December 2023.

Figure 3: Improved Breastfeeding Rates March 2022 to December 2023 (Deliverable 4)



## Deliverable 5: Provide families with the support and advice they need to access Early Years and Childcare Opportunities

- Holiday Activity Food (HAF) programme continues to provide valuable holiday care for children. This is a grant programme to enable providers to expand and open new provision to support wraparound childcare. In Cambridgeshire Summer 2023 3,696 children attended HAF provision including 559 children with SEND. In Peterborough 2,181 children benefited from the programme during the December and Easter breaks in 2023-24.
- Work has been undertaken to enable Cambridgeshire County Council to be designated a pathfinder local authority for the new wraparound childcare entitlement from September 2024.
- In Cambridgeshire, Indicative data for the 2-year-old early years take up for the current academic year (2023-24) is showing approximately a 78% rise on the previous year. Currently 98% of children are in settings rated good or outstanding by Ofsted with 97% of childminders rated good or outstanding.
- In Peterborough, 74% of two-year olds and 91% of 3-and 4-year-olds are taking up their placements Those in settings with childminders, 96% are in settings rated good or outstanding by Ofsted
- A home learning strategy group has been set up which aims to join up the work across the local authority and health supporting school readiness and to ensure consistent messages.
- In Cambridgeshire a framework for Supporting School Readiness is available on Learn Together [Supporting School Readiness \(camblearntogether.co.uk\)](https://camblearntogether.co.uk) which includes further links to support home learning and the associated Home Learning Strategy [Home Learning Strategy \(camblearntogether.co.uk\)](https://camblearntogether.co.uk). Peterborough is promoting START a guide that helps families get their child ready for school, [School readiness | Peterborough City Council](#)
- We have been promoting the use of the '50 Things to Do Before You Are 5' app across all communities and continue to develop local content. There are now 8,039 unique users in Cambridgeshire and 1,918 in Peterborough and the app now links to local Child and Family Centre events and libraries. [50 Things to Do | Cambridgeshire & Peterborough](#)

## Deliverable 6: Ensure damp free accommodation for children with a respiratory condition.

- Healthy Child Programme staff have been provided with resources and referral forms required to support families living in damp and mouldy homes. Any additional local pathways agreed will be incorporated into clinical pathways.
- Work ongoing with Housing and Health Priority 3

#### Deliverable 7: Improve immunisation rates at entry and exit from school

- A communication campaign to encourage pre-school children to catch up on missed immunisations was delivered during the Summer of 2023 responding to the measles outbreaks in other parts of the country.
- Increased access to vaccination outreach clinics e.g. Gypsy, Roma and Traveller community and use of Child and Family centres. 319 MMR vaccines were given over Easter Holidays in March 2024.
- Public Health funding has supported a project using NHS reservists to work with families not engaging with pre-school immunisation across all Cambridgeshire & Peterborough GP surgeries. The project ended in March 2024 and preliminary findings show that when parents responded to telephone calls positive outcomes occurred in 62% (i.e. records updated of vaccination appointment booked). Locally we are seeing an increase in uptake as Q2 2023-24 data indicates a 1.9% increase for MMR in Cambridgeshire and 2.5% increase in MMR2 at 5 years for Peterborough against Q1.

#### Deliverable 8 – Increase apprenticeship through Anchor Institutions

- The apprenticeship scheme with the Healthy Child Programme is recruiting for its second cohort.
- Graduate management scheme has been extended to Peterborough City Council with public health contribution.
- The ICS Multi-professional Education and Training 5-year investment plan includes significant numbers of apprenticeship placements across several professions.

#### Deliverable 9 – Improve Mental Health, Emotional Wellbeing and Resilience among school aged population.

- With the recent increase in eating disorders, we have commissioned a local charity to provide training to professionals on early identification and support for disordered eating.
- Public health funding has been provided to support families whose children may self-harm and have other mental health issues.
- Persistent absenteeism has increased post-pandemic, we have commissioned services in Cambridgeshire and Peterborough to address Emotional based school avoidance (EBSA) and anxiety that will be provided by Nessie. [Cambridgeshire and Peterborough parents - NESSie IN ED, CIC](#)
- Anti-bullying training has been made available for all primary schools in Cambridgeshire and Peterborough during the academic year 2023/24.
- The Cambridgeshire and Peterborough mental health information support website “Keep Your Head” is being reviewed to provide more user-friendly content and the latest information on local services. [Keep Your Head Mental Health Service \(keep-your-head.com\)](#)

- Mental Health Support teams are working in 45% of Cambridgeshire and Peterborough schools. Work is underway to have almost 100% coverage for Peterborough by January 2025.

Deliverable 10 – Establish a mechanism to improve health outcomes for our school-aged population.

- A School-aged Health Improvement Partnership (SHIP) was established in 2023 to co-ordinate and streamline activity across this population. The group includes representatives from Primary, Secondary and Special schools, Headteachers and colleagues from Health, Local Authorities, Voluntary sector and Parent Carers.

Key priorities for this group include:

- Improving school attendance
  - Specialist Health services in schools
  - Mental health support for schools, parents and children
  - Supporting and promoting healthy behaviours: diet, oral health, physical activity and sleep.
  - Vaping and smoking reduction
- A Joint Strategic Needs Assessment on the needs of Children and Young People has been worked on during 2023/24 and completion is expected at the end of 2024.

### 3.3 **Priority 2: Create an environment to give people the opportunity to be as healthy as they can be.**

*Figure 4: Priority 2 Our Long-Term Target Outcomes*

- *Achieve a 5% decrease in childhood overweight / obesity by 2030*
- *Reduce childhood overweight / obesity rates to pre-COVID-19 pandemic levels by 2026*
- *Reduce adult overweight / obesity rates to pre-COVID-19 pandemic levels by 2030*
- *20% more children meet the physical activity recommendation by 2030*
- *Achieve a 10% increase in the number of adults who undertake 150 minutes of physical activity per week by 2030*
- *Reduce inequalities in overweight / obesity*

Achievements to date:

For 2023/24 there were number of key actions that we have delivered along with other developments.

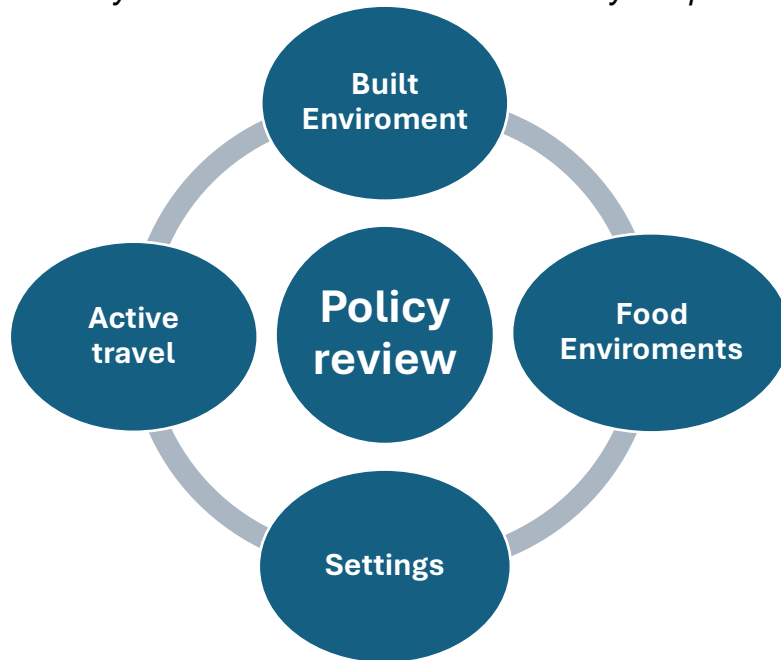
Deliverable 1: Obesity and Policy

- The policy environment is central to addressing obesity and an extensive evidence review of key policy areas. A comprehensive review of policy was



undertaken and key policies have been prioritised that could be adopted locally.

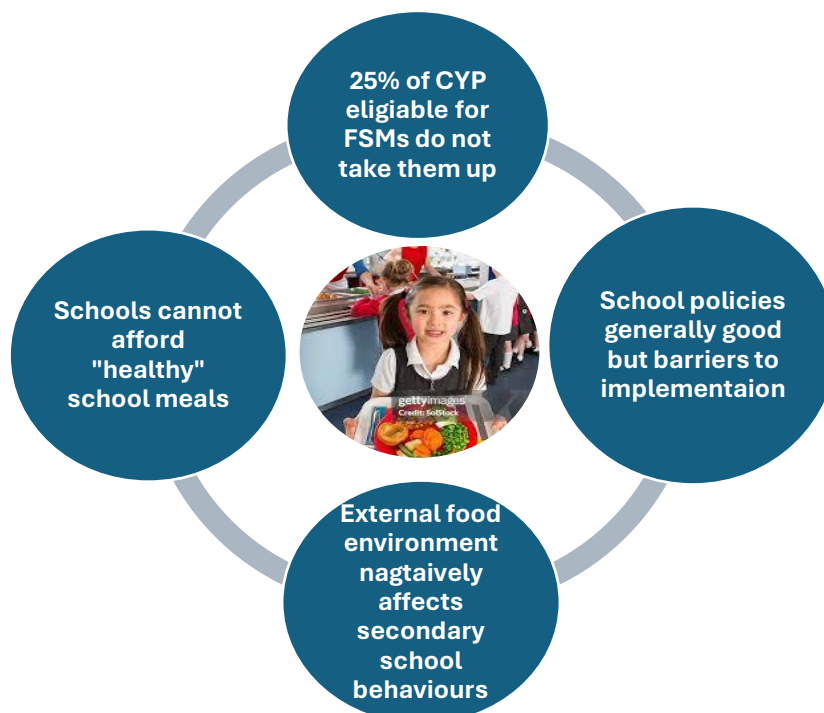
Picture 2 : Obesity Prevention Evidence Based Policy Scope



#### Deliverable 2: The School Environment

- The internal and external school environments have a strong influence on the obesity related behaviours of Children and Young People (CYP). We undertook a school food survey across primary and secondary schools.

Picture 3 : School Food Survey: Key findings



### Deliverable 3: Obesity Related Behaviours

*Picture 4: Barriers to Behaviour Change*

There is a strong evidence base for the identification of the barriers and facilitators of behaviour change.

Tackling obesogenic environments is part of addressing unhealthy behaviours.



- Behaviour Science research was commissioned from Sheffield University and this work is 70% complete. It encompasses, diet, physical activity, alcohol and uptake of NHS Health Checks.
- We have also undertaken a “behaviours” needs assessment prior to re-commissioning the Behaviour Change Services.
- These together will provide a wealth of information to inform the re-commissioning of services along with other interventions.

### Deliverable 4: Obesity Related Conditions

- We launched the “Healthier Futures” Programme which is a joint Cambridgeshire County Council and Integrated Care Board Initiative. This is a Cardiovascular Disease (CVD) prevention programme that identifies people at risk of cardiovascular disease through the use GP data (risk stratification) and offers them the opportunity for review, advice and treatment where necessary.

*Picture 5: NHS Health Checks*



*It includes weighing and offering an NHS Health Check if eligible*







Along with measuring blood pressure and cholesterol levels.



#### Deliverable 5: Obesity Summit February 2024

- In February 2024 an Obesity Summit was held that brought together over 50 representatives from sectors from across the system. They heard from national and local academics, local researchers and services which provided rich evidence for taking work forward.

Picture 6: Obesity Summit Feb 24

*The theme was how systems need to collaborate and co-ordinate for their policies and interventions to have effective traction on obesity.*



*It was good to hear about local research, for example the use of incentives to decrease car usage in the Northstowe area*



- The ambition for the day was to identify areas of work that the system could prioritise. Participants were asked to vote on areas of focus.

## Obesity Summit Voting February 2024



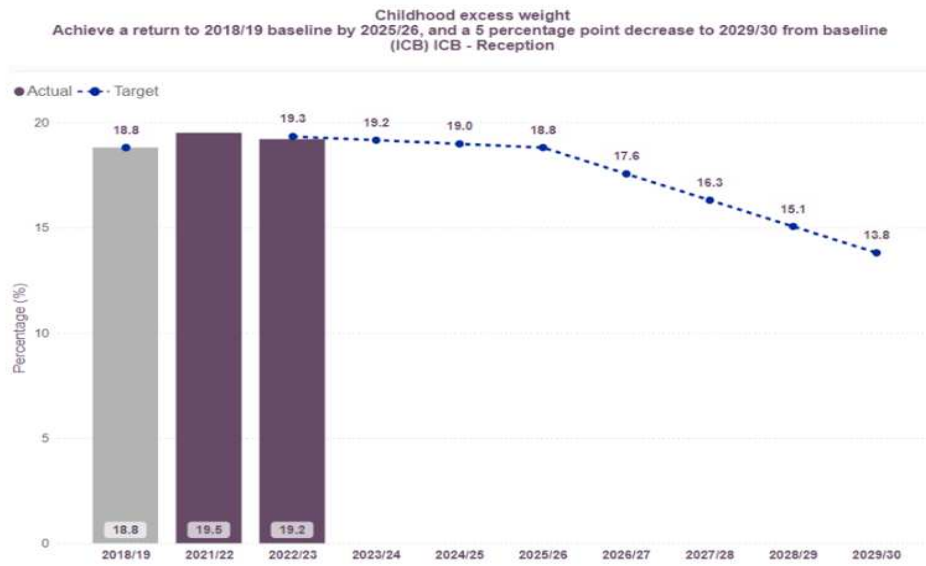
### Other Developments

- Advertising policy changes in both Cambridgeshire County Council and Peterborough City Council.
- Commissioned a new Integrated Children's Weight Management: Prevention and Treatment
- Commissioned additional prevention services, adult weight management capacity and options.

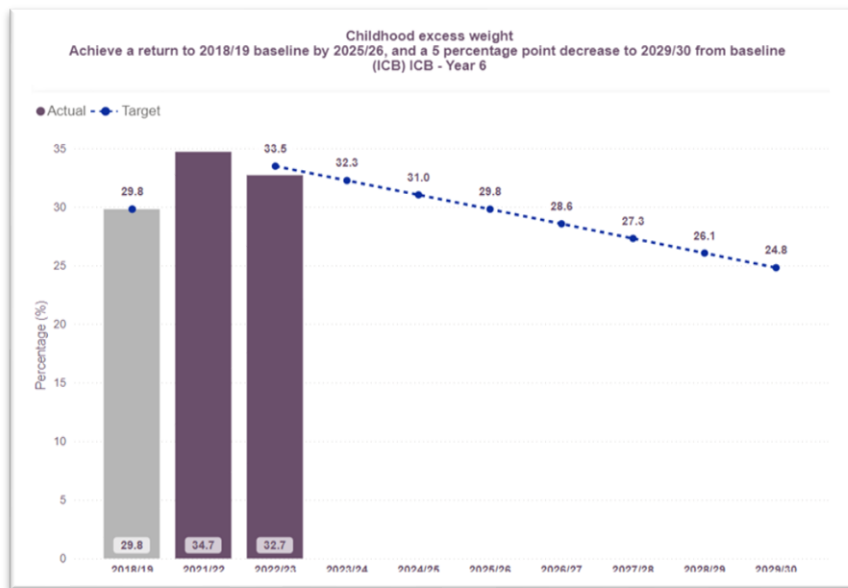
### Outcomes

Addressing obesity is long term battle but there are some improvements and increases for example in the number of people having their NHS Health Checks including a digital workplace programme will all contribute. The following charts show the start of a downward trend in the childhood obesity trajectory.

**Figure 5 : National Child Measurement Programme Cambs & Peterborough**



**Figure 6: National Child Measurement Programme Cambs & Peterborough**



**What does this mean for the residents of Cambridgeshire and Peterborough?**

*An increased understanding of their needs and barriers and facilitators to adopting healthier behaviours.*

*Services that better address their needs*

*Policies that support environments that address the factors that contribute to obesity*

*Identification of those most at risk of obesity and poor health outcomes and increased opportunities for prevention and early intervention initiatives.*

### 3.4 Priority 3: Reduce poverty through better employment, skills and housing

#### 3.4.1 Reducing poverty through better housing

The long-term ambitions for this priority are:

1. To reduce the proportion of children living in relative poverty by just over one percentage point to 10.5% in Cambridgeshire and by three percentage points to 22% in Peterborough reversing the trend.
2. Deliver improved quality and availability of housing that meets health and wellbeing needs.

Picture 7: State Of Housing

## State of Housing



#### Deliverable 1: Establish a delivery vehicle / group for years 2023-25

- Across Cambridgeshire and Peterborough a Housing & Health Summit was held in early 2023 which focused on developing a multi-agency action plan.
- We have established delivery mechanisms for the work using existing Housing board to co-ordinate the work for this priority.

#### Deliverable 2: Deliver new homes to meet health and wellbeing needs.

- The complete of a key worker needs assessment survey across the Cambridgeshire and Peterborough Integrated Care System and wider partners has been completed. This has established what the needs for key worker housing in each sector are.
- We have collated various housing needs assessments from system partners across Cambridgeshire & Peterborough to identify overlaps and gaps and to inform service provision and housing strategies.

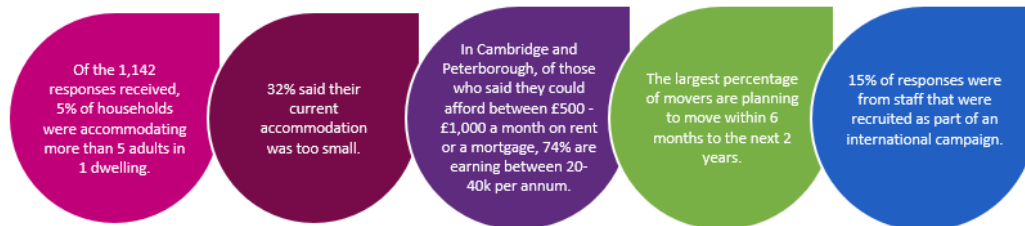
- We have completed the mapping of mobile networks and identified gaps and inequalities across Cambridgeshire & Peterborough

Figure 7: Staff Housing Needs Survey

## Staff Housing Needs Survey – key findings



- Some of the key findings:
  - ✓ 75% of responders saying that rent was too expensive, were living in the Cambridge area.
  - ✓ Of those renting, 40% of respondents have concerns over how long they could remain in their property.
  - ✓ Additional concerns from this cohort included having no guarantees over their tenancy, no control over future rent increases and being at risk of their rental property being sold in the near future. There were also comments from workers that revealed they were technically homeless.



In terms of IR staff:

- ✓ The majority (72%) of these staff work for CUHFT.
- ✓ 90% of the international recruits, rent their accommodation.
- ✓ 63% of these staff are planning to move.
- ✓ 39% of those staff planning to move cited a lack of sufficient space as their main reason.

### Deliverable 3: Improving quality of housing to enable health and wellbeing resilience.

- We have investigated the housing aspects of the discharge pathway to identify any opportunities to speed up housing-related delayed transfers of care.
- In Cambridge City we have piloted a checklist for frontline housing officers to spot “cold/damp/mouldy homes”.

### Deliverable 4: Increasing the proportion of residents in safe and secure housing.

- We have refreshed and implemented multi-agency training on homelessness prevention and the need for all public sector partners to refer if someone is at risk of homelessness.
- We are working with people with lived experience to identify the barriers in accessing primary and secondary care for people living in Cambridgeshire and Peterborough who are homeless.

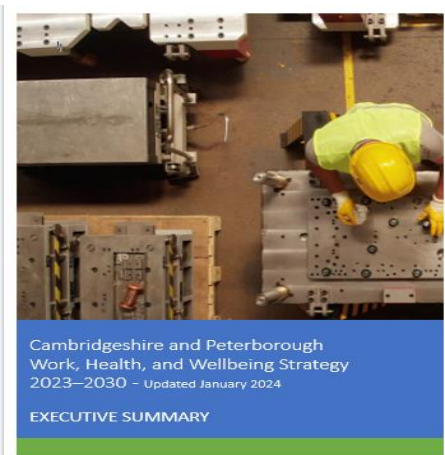
### Deliverable 5: Supporting mental health at home (for new and existing homes)

- We have assessed the consistency of access to disabled facilities grants in all districts across Cambridgeshire and Peterborough and identified any inequalities.
- We have an increased understanding of housing needs for our local older residents, through the Cambridgeshire population survey.

### 3.4.2 Reducing Poverty through Employment and Health

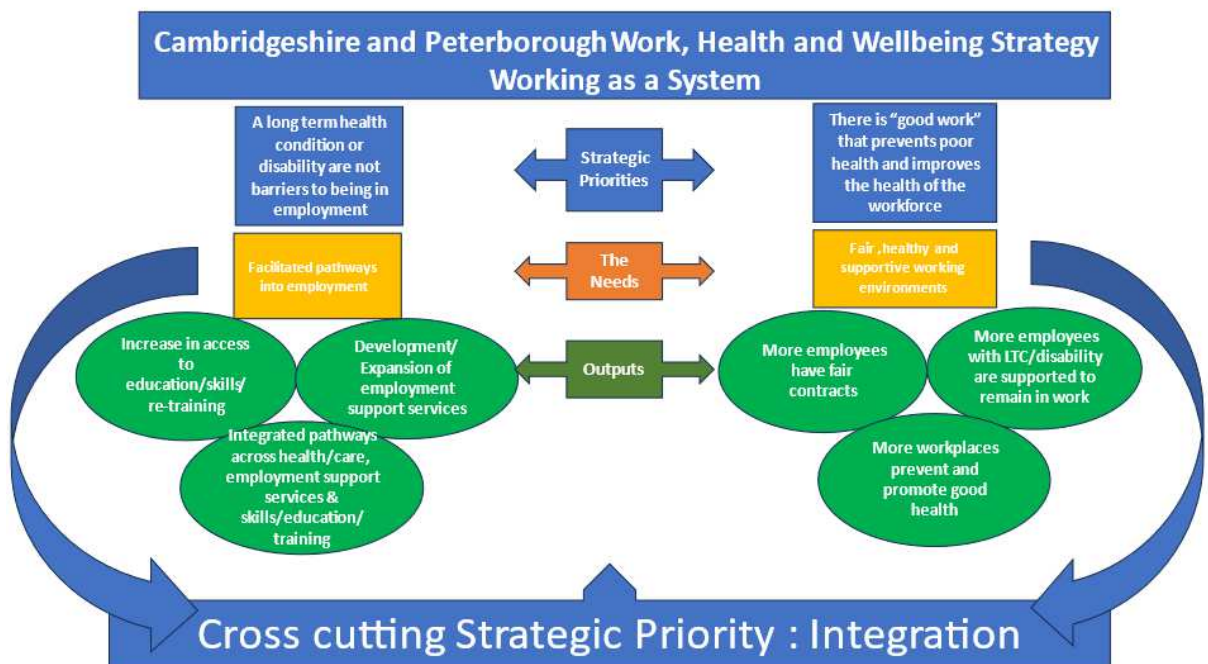
Picture 8: Our Long-Term Target Outcomes

- Reduce the proportion of the working age population who are economically inactive due to long term sickness to 3.5%.
- Reduce the proportion of the working age population who are claiming Universal Credit, whether in work or not.



*This priority is underpinned by the Cambridgeshire and Peterborough Work, Health and Wellbeing Strategy*

Figure 8: Strategic Ambitions for the Work, Health and Wellbeing Strategy





This Strategy had started to evolve prior to the Health and Wellbeing Board (HWB) / Integrated Care Board (ICP) through a Group that represented a range of organisations working across Cambridgeshire and Peterborough. This Group has developed into an Oversight Group that has broadened its membership to include the local authorities, Integrate Care System, Department of Work and Pensions, Cambridgeshire and Peterborough Combined Authority, and the Voluntary, Community, and Social Enterprise Sector. This Oversight Partnership Group now drives and oversees the delivery of the Strategy and the HWB/ICP priority objective.

#### Deliverable 1: Increasing Integration of services in the pathway to employment

- We have established and developed a robust Oversight Partnership Group that is driving, developing and co-ordinating the work health programme

#### Deliverable 2: Development and implementation of an integrated model for enabling people to secure and maintain employment.

- We mapped contextual information from a range of services including education and skills opportunities and identified sites and established two hub pilots for developing an integrated approach to enabling people out of work because poor health or disability.
- This development helped us to successfully secure funding to be a national Workwell vanguard site for Cambridgeshire & Peterborough. Circa £3 million to join up the work and health landscape at local level, bringing together various existing work and health initiatives and assets together under one coherent strategy.

This is now being taken forward by the North and South Place Based Partnerships which are coordinating hub models across three sites which involves a wide range of partners.

#### Deliverable 3: Support employers to improve the workplace environment and increase productivity.

- We have explored and identified how the “Anchor” approach could be embedded into the Cambridgeshire and Peterborough system.
- We are developing local support options for employers and have designed a Cambridgeshire and Peterborough “Good Work” charter. There are examples of some good models such as Manchester that has informed the direction of this initiative. A Breakfast Event led by the Cambridgeshire and Peterborough Combined Authority was held with employers to provide information and engage them developing and adopting a Cambridgeshire and Peterborough Good Work Charter.

Figure 9: Good Work Charter 10 Dimensions Institute for the Future of Work

## The Good Work Charter

<b>1 Access</b>	Everyone should have access to good work
<b>2 Fair pay</b>	Everyone should be fairly paid
<b>3 Fair conditions</b>	Everyone should work on fair conditions set out on fair terms
<b>4 Equality</b>	Everyone should be treated equally and without discrimination
<b>5 Dignity</b>	Work should promote dignity
<b>6 Autonomy</b>	Work should promote autonomy
<b>7 Wellbeing</b>	Work should promote physical and mental wellbeing
<b>8 Support</b>	Everyone should have access to institutions and people who can represent their interests
<b>9 Participation</b>	Everyone should be able to take part in determining and improving working conditions
<b>10 Learning</b>	Everyone should have access to lifelong learning and career guidance

*An area can choose to focus upon any of the ten elements of the Work Charter*

### Other Developments

- Expansion of the Individual and Placement Support programme which was originally provided employment support for those with severe mental illness into Drug and Alcohol Services.

### Outputs and Outcomes

- The Workwell Vanguard Programme will be externally evaluated and provide rich information to inform ongoing developments.
- The economic inactivity issue is focusing attention upon work and health nationally and regionally and the evaluation is intended to contribute to any further national developments

***What does this mean for the residents of Cambridgeshire and Peterborough***

*Decrease the number of people not in work because of poor health or disability*

*The complex needs of needs of people not working because of poor health or disability will be met through improved integration of services.*

*The adoption of the Good Work Charter will contribute to workplace*

### 3.5 Priority 4: Promote early intervention and prevention measures to implement health and wellbeing.

Priority 4 is overseen by a steering group chaired jointly by the lead senior responsible officers from the police and CPFT and with members from the mental health and learning disabilities ABU. This places the work strategically within the



mental health delivery model. The steering group meets regularly to review the progress of the workstreams under each theme and to provide guidance. Recent actions have been on promoting and disseminating the priority 4 work across the ICS partner organisations, for example, the older people's mental health network.

The work programme for this priority is managed by three themed workstreams as follows:

#### Theme1: Communications, Information and Resources

No one should feel that they do not know what to do to support themselves or those they care for when struggling with mental health problems. No one should be unable to access support when needed.

- The Cambridgeshire and Peterborough mental health information support website "Keep Your Head" is being reived to provide more user-friendly content and the latest information on local services. [Keep Your Head Mental Health Service \(keep-your-head.com\)](http://keep-your-head.com). The site provides mental health information for residents and professionals.
- The "How are You" map of community resources and assets that support mental wellbeing is being assessed and tested for accessibility and user experience. Feedback from the testing is being used to make improvements. The next stage will be to plan a communications campaign to promote both these resources to the public and professionals. To enable this to be inclusive and effective, work has been carried out to ensure the development of communications are accessible to everyone, including those with significant mental health needs. 'Easy read' resources and an understanding of the type of communications required for different sectors of our population have been scoped. A protocol is in development that will provide guidance on tailoring communications to different audiences, e.g. CYP, Older Adults and Neurodiverse People.
- System-wide funding for the communications and information workplan has been secured with recurrent investment from the ICB and one-off investment from Public Health and support from CCC adult social care for 24/25. This will enable the work to deliver mental health messaging of the resources being refreshed and developed with better understanding about reach, accessibility and acceptability of our diverse audiences.

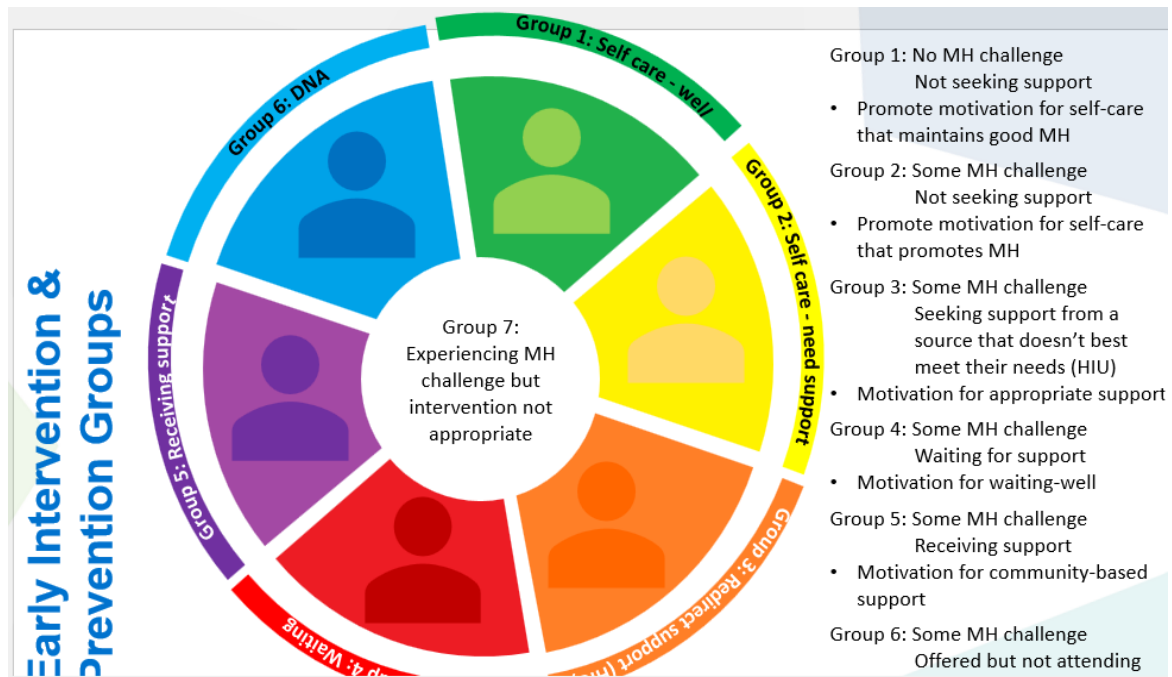
***What does this mean for residents of Cambridgeshire & Peterborough***

- Improve self-help guidance and knowledge about what and where and who to turn to for support.
- Understand and implement early interventions and measures to avoid escalation to crises
- Better communication between system-wide services and the public about resource and support for wellbeing.
- Better communication between partner organisations and professional knowledge in order to support clients.
- Tailored information for a variety of needs from perinatal health to inclusion health.

**Theme 2: Motivation**

- Feedback during consultation exercises consistently told us that lacking motivation was a block to engaging with activities or services that would support people's mental wellbeing.
- The motivation workstream holds regular meetings with two chairs covering adults and CYP, providing leadership and direction. The group decided to start the work by understanding who in the population would benefit from engaging in mental well-being and support – and grouping people in terms of mental health need and ability to engage. This is diagrammatically represented below:

Figure 10: Early Intervention & Prevention Groups

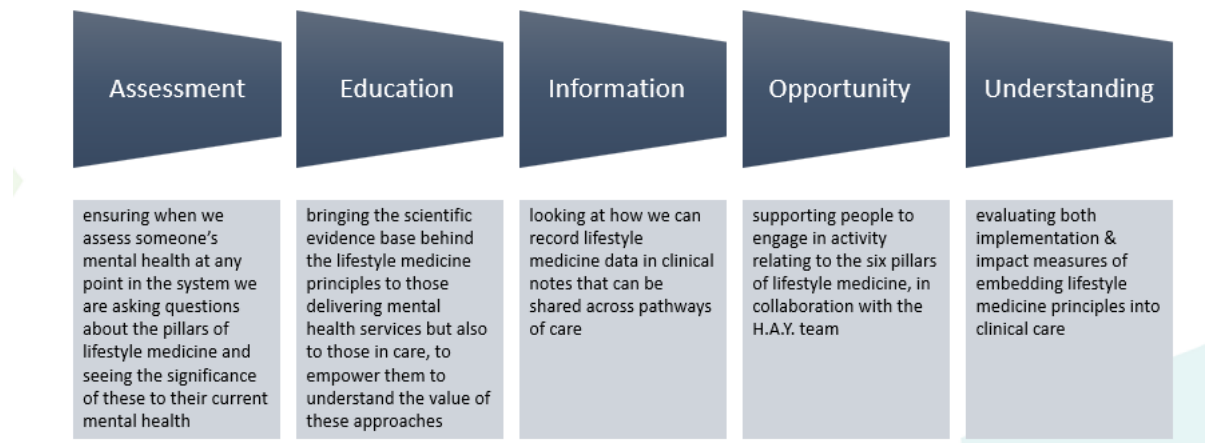


- Evidence has been reviewed and a mapping exercise on interventions that support mental well-being and what is currently being offered system-wide to support people to access services or to engage in activities that promote mental wellbeing is underway. The proposal is to increase understanding of what works, who is being offered support, what the gaps are and opportunities to do more, particularly mapping these to the identified groups with need outlined above.
- Work has included an analysis of the role with CPFT that has 'Lifestyle medicine' plays to support people to engage with six lifestyle 'pillars': Healthy Eating / Nutrition, Physical activity, Mental wellbeing / Stress Reduction, Minimising Harmful Substances, Sleep, Healthy Relationships / Social Connection. The challenge is how the pillars of lifestyle medicine are embedded in the care of individuals known to mental health services and how this translates into behaviour change and action.

Figure 11: Embedding Lifestyle Medicine in Mental Health Care



## Embedding Lifestyle Medicine in MH Care

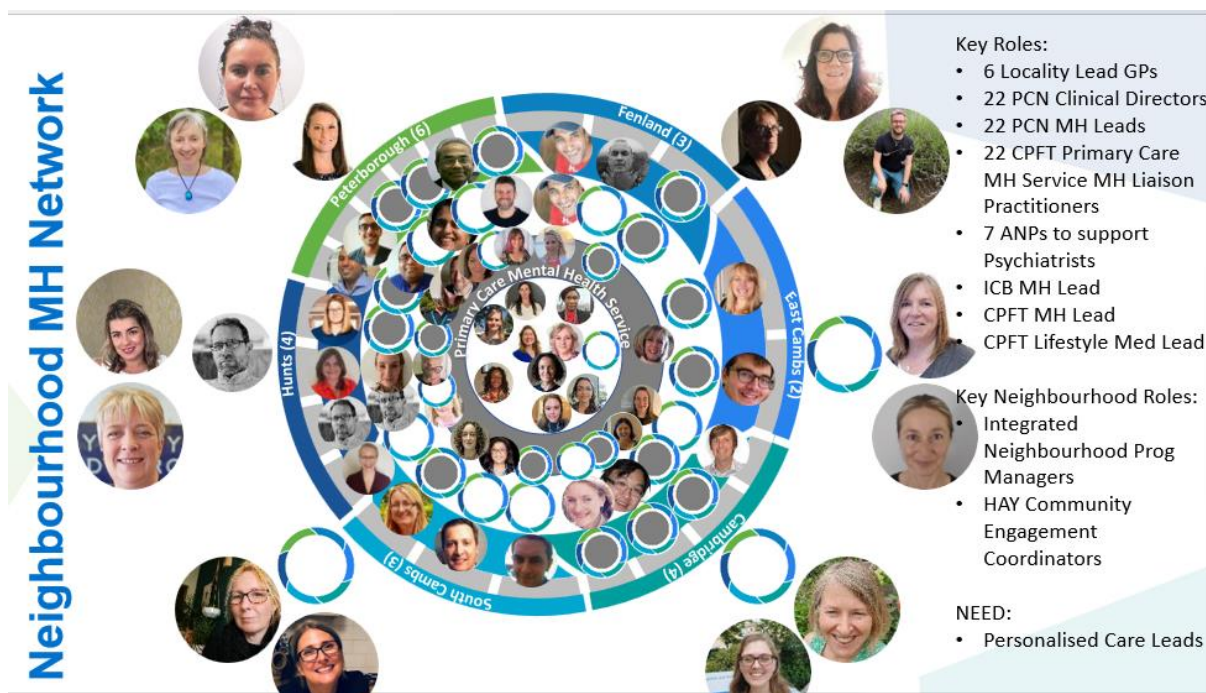


- Building on “what” people could be doing to support their well-being the group is now exploring “how” to promote engagement through levers that encourage and motivate people. An example of good practice is “Red January”, which is based on the “ Five Ways to Wellbeing” by encouraging people to come together (Connect), use goal-based methods to increase physical activity and to raise money (Give), while doing so for mental health charities.
- Exploring and mapping what works and types of programmes that exist to support people to engage e.g.
  - Peer support and buddying programmes (high risk groups)
  - Follow up phone call interventions after contact with services, particularly crises services to check in and offer further support.
  - Life-coaching opportunities to offer goal-based encouragement to people who are struggling with engagement and motivation.
  - Community Connectors and Navigators – working within primary care networks and linked to social prescribing to support engagement and promote wellbeing.
  - Social prescribing within primary care to support people with lifestyle choices and signpost to community interventions
  - “How are You” resources and short videos to introduce community services aiming to inform and reduce anxiety about engaging.

There is recognition that a lot is going on across the neighbourhood teams and in communities that fits within the remit of motivation, but this is very much a ‘scatter-gun’ approach, and we would benefit from being more joined-up to identify good practice, gaps and opportunities based on evaluation and need.

This work has begun and the good practice example of East Cambs wellbeing hub, highlighting a personalised care approach and system leadership. The pivotal point of a personalised care approach is to engage in a ‘What Matters To You’ conversation, to identify support needs and concerns. Enabled by having a small pot of flexible funding and the space for professionals to come together to co-design support based on a person’s own needs and concerns, holistic solutions to complex life issues can be found and managed. However models such as the East Cambs wellbeing hub rely on funding personalised care leads. The diagram below shows how similar initiatives can be developed across the region but are not effective without system support for more personalised care leads – as illustrated on the outer rim of the diagram.

Picture 9: Neighbourhood Mental Health Network



### A focus on Children and Young people

System-wide thinking events are underway to explore the evidence and opportunities for supporting programmes of work or grass root initiatives that facilitate motivation, engagement, enrichment and wellbeing opportunities in families and children and young people. Learning from the system wide thinking events will be brought back to the motivation workstream to explore opportunities later in the summer.

Public Health have commissioned interventions aimed at preventing and addressing anxiety and emotional based school avoidance in young people with a tiered model of support based on principles of motivation, engagement and relationship building between peers, in school and at home.

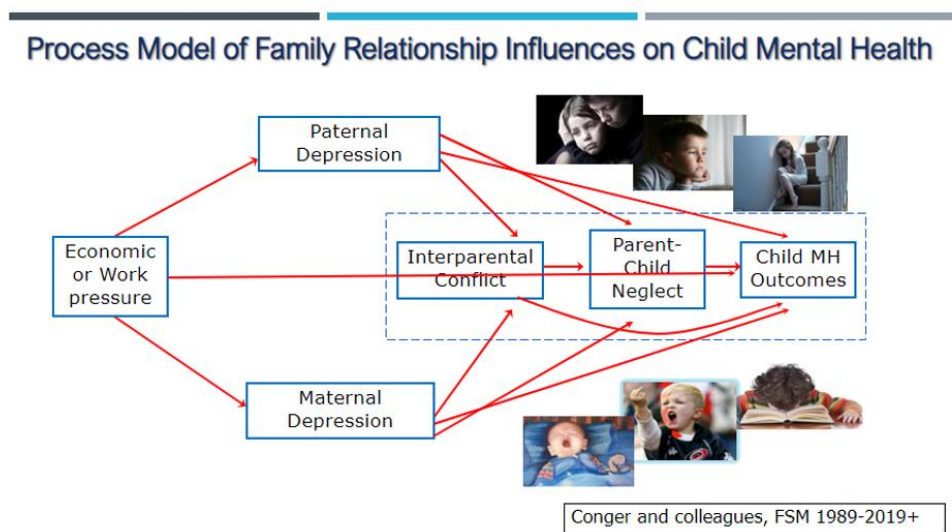
### Theme 3: Relationships

There is a wide range of evidence showing our relationships with others are central to our mental and overall health. Relationships with others can provide emotional support and promote positive health behaviours, whereas unhealthy relationships can have damaging impacts on mental health, particularly for children.

This workstream will support and foster positive relationships across the life-course for better mental wellbeing and prevention of loneliness, but with a clear emphasis on ‘the best start in life’ approach for children and families.

- A symposium was held in February 2024 to launch the workstream on ‘Relationships for mental wellbeing’. The event brought together academics from Cambridge University and colleagues who work across our mental health system as well as those with lived experience of mental health issues.
- The symposium emphasis was on how inter-parental conflict impacts on the mental wellbeing of the whole family but is a major predictor for poor childhood mental health. Local community initiatives around supporting people experiencing loneliness across all ages were reviewed. A network session enabled further scoping of gaps and opportunities to develop good practice in our area.

*Picture 10: Process Model of Family Relationship Influences on Child Mental Health.*





***What does this mean for residents of Cambridgeshire & Peterborough***

- Compassion, tolerance and understanding between professionals and the public and individuals, particularly during difficult life events such as loss of relationship difficulties and reduce consequential mental health crises.
- Better understanding of family dynamics to prevent conflict and adverse outcomes for children in line with a “best start in life approach”

## 4.0 Board Development for Joint Health & Wellbeing Board and Integrated Care Partnership.

### 4.1 Integrated Care Partnership

4.1.1 As a committee in common the HWB has been meeting with Integrated Care Partnership and shares a similar membership. From the ICP perspective this last year has seen the publication of the first 5-year joint forward plan in June 2023. Significant engagement with stakeholders across the ICS, including community insights gained through the Let's Talk campaign, and a workshop with HWB/ICP members took place to gain perspectives across the system. The plan set out delivery commitments for addressing the four priorities of the Joint Health and Wellbeing and Integrated Care Strategy and the operational priorities of the NHS, for the ICB and its key delivery partners.

4.1.2 The plan was refreshed during 23/24 to reflect updates in timescales and plans and to include examples of delivery, but with no change to the agreed priorities. Multi-agency ICS system groups have played a key role in reviewing plans and progress against the priorities and shared system outcomes. Collaborative work on the development of the system's outcomes framework continued throughout 23/24; to help assess the impact we are making against our Joint Forward Plan and Health and Wellbeing and Integrated Care Strategy.

### 4.2 Board Development Programme

4.2.1 The Joint Health & Wellbeing Strategy is a single plan setting out the priorities across the Health and Wellbeing Board and the Integrated Care Partnership. By working on a shared plan we are able to harness both local government and health contributions in the service of integrated service delivery. In order for all partners to work together towards shared goals, whilst retaining organisations different areas of expertise and statutory responsibilities the JHWB / ICP established a board development programme during 2023-24.

## Board Development Programme 2023-24

June 2023 –	Joint Forward Plan & Better Care Fund
October 2023 -	Joint Strategic Needs Assessment
March 2024 -	Work & Health Programme & Evaluation of the Better Care Fund

### 4.2.2 JSNA Programme 2024-25

The 2023 JSNA for Cambridgeshire and Peterborough is available on the Cambridgeshire Insight platform here [Cambridgeshire Insight – JSNA 2023](#). A programme of JSNA was started in 2023 with more in-depth analysis agreed to be undertaken during 2024. The board development sessions also allow for informal arrangements for greater collaboration between HWBs and Integrated Care Partnerships with collaborative session on the JSNAs. We are currently working to a revised schedule as follows:

- Pharmaceutical Needs Assessment – Supplementary Statement  
Completed January 2024
- Healthy Places (formally built environment)  
Scheduled October 2024
- Mental Health (ongoing needs assessment work to be summarised as a JSNA) [Cambridgeshire & Peterborough Insight – Mental Health Needs Assessment \(cambridgeshireinsight.org.uk\)](#)  
Scheduled January 2025
- Children & Young People  
Scheduled January 2025

### 4.2.3 Voluntary Sector Network

The HWB/ICP has received updates on the work of the Voluntary Sector Network (previously known as the Health Alliance) and the work they are doing in support of the ICS strategy and system objectives, supported by development funding from the ICB and NHSE. This includes the appointment of a Programme Director for the Voluntary Sector Network, in post from June 2023 and a £2.5m Healthier Futures Fund, which was distributed via two bidding rounds to VCSE organisations in 23/24, as well as partnership working in areas such as integrated neighbourhood engagement, data, safeguarding and volunteering.

The network facilitates and supports the sector to engage strategically with the ICS and to help address health inequalities through innovative local projects. There is a strong commitment and continued partnership working to strengthening the relationships and engagement of the sector in the ICS.



### 4.3 Recommendations & Challenges for 2024-25

#### 4.3.1 Priority 1: Ensure our children are ready to enter and exit education, prepared for the next phase of their lives.

##### Recommendations:

- To continue and strengthen partnership working through the 2 main delivery groups - Best Start in Life/Family hubs for under 5s and School-aged Health Improvement Partnership for over 5s.
- To commission a new and revamped Healthy Child Programme that focusses on improving outcomes and reducing inequalities by supporting integrated place-based models of working.
- To commission a new School-aged Health Improvement and Prevention Service. This service will include 3 main functions: co-ordination of place-based services for 5-19/25 yr olds, provision of a 'Healthy Schools' online resource and accreditation scheme, and delivery of interventions that promote healthy behaviours (e.g. diet, physical activity, oral health) and reduce risk taking behaviours (e.g. smoking/vaping, drugs & alcohol).
- To engage with the new SROs (John Gregg, Sarah Callaghan, Steve Bush) and develop priorities and deliverables for 25-26

#### 4.3.2 Priority 2: Create an environment to give people the opportunity to be as healthy as they can be.

Addressing obesity is complex and involves partners from across the system which has presented particular challenges. There is very strong support for addressing obesity and it is widely acknowledged as a major public health challenge that is the cause of poor health outcomes and health inequalities. However, the scale and complexity can be daunting and an element of inertia. The Obesity Summit was very galvanising and engaged many people who committed to taking forward the learning and momentum that the Day inspired,

Moving onto 2024/25 the perception that the “challenge” is overwhelming persists. To move away from this and increase active participation the following objectives have been formulated.

##### Recommendations

- Identify and agree as system one but no more than two objectives that partners can agree to work collaboratively to take forward.
- Focus upon local planning policies and identifying local place-based champions.

#### 4.3.3 Priority 3: Reduce poverty through better employment, skills and better housing. *Housing*

##### Recommendations

- Further develop interventions and pathways to address Cold, Damp or Mouldy Homes
- Develop interventions and pathways to address housing related aspects of the transfer of care
- Refine list of actions/activities following end of year housing summit, to focus on a small number which can be delivered in year
- Strengthen the role of the Housing Board as a delivery mechanism for actions
- Disseminate the Healthy Places JSNA to relevant stakeholders and recommend that consideration is given to ensuring adequate healthcare facilities and services are designed to be adaptable and evolve as the resident population expands.
- Strengthen partnership working between the NHS and local authority housing leads

##### Challenges:

- Capacity across the system to deliver multiple actions/activities
- Lack of system thinking on the delivery of new affordable social housing

##### *Employment and Skills*

Employment and Health has in the past year had an increasingly high profile nationally and locally as the scale and increase in economic inactivity became apparent. This has been very helpful in engaging and increasing the support of partners. However there has been an ongoing plethora of opportunities for systems to secure funding to pilot a range of employment and health initiatives. It was impossible to find the capacity to take up these opportunities despite active membership of the partnership. We did however become a “Workwell Vanguard” site though this did and continues to demand considerable resources which has meant that other aspects of the agenda have had limited attention.

##### *Employment & Skills*

##### Recommendations

- Establish and embed the Workwell programme and deliver its outcomes.
- Further develop the Good Work Charter offer and engage employers especially small and medium sized employers.

It is evident that for priority 3 reducing poverty requires a multifaceted approach. The following key recommendation for future work on the HWB strategy reflects this.

- During 2024-25 a joined-up approach to work in both Cambridgeshire and Peterborough by the Poverty Truth Commission, embedding the findings of the Commission as they conclude in 2024, through the development of cross-cutting actions across all the priority areas in the health and wellbeing strategy will be developed.

#### 4.3.4 Priority 4: Promote early intervention and prevention measures to improve mental health and wellbeing.

##### Recommendations

- Commitment for academic support and research funds to support community-based initiatives in partnership with public health to develop trauma-informed approaches based on families and parental conflict and to grow the evidence-base for interventions that will mitigate against adverse childhood experiences.
- Establish a working group in 2024-25 to scope and develop a 'healthy relationships' strategy that will include addressing loneliness in all ages, mapping the evidence-base and practice examples to identify opportunities locally.

## 5. Source Documents

### 5.1 HWB Integrated Care Partnership Key Documents

Joint Health & Wellbeing Integrated Care Strategy

[Joint Health and Wellbeing Integrated Care Strategy - Cambridgeshire County Council](#)

Health and Wellbeing Board agendas and minutes

[Joint Cambridgeshire & Peterborough Health & Wellbeing Board/ICP | CPICS Website](#)

Joint Strategic Needs Assessment

[Cambridgeshire & Peterborough Insight – Joint Strategic Needs Assessment \(JSNA\) \(cambridgeshireinsight.org.uk\)](#)

#### Guidance Documents

White Paper on Health and social care integration

[Health and social care integration: joining up care for people, places and populations - GOV.UK \(www.gov.uk\)](#)

Health & Wellbeing Board Guidance

[Health and wellbeing boards: draft guidance for engagement - GOV.UK \(www.gov.uk\)](#)

Better Care Fund

[2022 to 2023 Better Care Fund policy framework - GOV.UK \(www.gov.uk\)](#)

## Annual Report of the Audit and Accounts Committee

To: Council

Meeting Date: 10th December 2024

From: Head of Internal Audit & Risk Management

Outcome: The Audit and Accounts Committee presents an annual report on its activity to Full Council.

Recommendation: Council is asked to review the annual report to Full Council.

Officer contact:  
Name: Mairead Claydon  
Post: Head of Internal Audit and Risk Management  
Email: Mairead.Claydon@cambridgeshire.gov.uk

# 1. Background

- 1.1 The Audit and Accounts Committee exists to provide independent assurance on the adequacy of the Council's risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes.
- 1.2 As part of their role, the Committee provides an annual report to Full Council outlining the work of the Committee over the past year.

# 2. The Audit and Accounts Committee in 2023/24

- 2.1 The Audit Committee is a key component of corporate governance and provides an important source of assurance about the organisation's arrangements for managing risk, maintaining an effective control environment, and reporting on financial and other performance. The Committee is also responsible for approving the Statement of Accounts and the Annual Governance Statement.

## Membership of the Committee:

- 2.2 The Audit and Accounts Committee had seven members and met six times in the 2023-24 financial year, with all meetings held in public. The Annual Council meeting held on 16th May 2023 agreed to appoint Councillor Wilson as the Chair and Councillor Gay as the Vice Chair for the Municipal Year 2023-24.
- 2.3 At the Audit and Accounts Committee meeting in July 2022, Members agreed to seek up to two apolitical, non-voting members to be co-opted to the Committee. Following an open advertised recruitment process, on 28th July 2023, the Committee approved the appointment of Mohammed Hussain as an independent non-voting member of the Audit and Accounts Committee.
- 2.4 The intention of this decision was to position the Council well to comply with any future legislative changes and to meet the aspirations of the CIPFA Position Statement on Audit Committees in Local Authorities and Police, which recommends that Committees include an independent or apolitical member. The Committee felt that introducing this arrangement at Cambridgeshire would be a valuable addition to the Council's governance arrangements.

## Committee Terms of Reference:

- 2.5 The Committee has been structured around the following responsibilities:
  - Considering and approving the Annual Statement of Accounts;
  - Ensuring that the financial management of the Council is adequate and effective;
  - Ensuring that the Council has a sound system of internal control, which facilitates the effective exercise of the Council's functions and which includes arrangements for the management of risk;
  - Reviewing annually the Council's system of internal control and agreeing an Annual Governance Statement;
  - Ensuring that the Council has an adequate and effective Internal Audit function.

- 2.6 Members of the Audit and Accounts Committee in conjunction with key officers conducted a self-assessment exercise against the CIPFA *Position Statement on Audit Committees in Local Authorities and Police* (2022) on the 8th September 2023. Present at the review were Councillor Wilson, Councillor Gay, Councillor Seeff and Councillor Sharp, along with the Head of Internal Audit and Risk Management and the Director of Legal and Governance. The aim of this was to review the Committee's current governance and practice against good practice, and to evaluate the impact and effectiveness of the Audit Committee.
- 2.7 In general, feedback on the effectiveness of the Committee was positive with only some areas highlighted where it was felt that there was potential to improve arrangements further. It was felt that the Committee membership was knowledgeable and skilled, with good working relationships with external and internal audit and the Chief Finance Officer (CFO), and that meetings were well chaired with good engagement from the Committee.
- 2.8 The Committee was felt to operate effectively, with the right balance of membership. In particular, Committee members highlighted that the Committee operates in a non-partisan manner. Members felt that a particular strength of the Committee was the fact that it is apolitical and operates in the best interests of the Council as a whole.
- 2.9 Where areas for improvement were identified, these findings and corresponding action points were developed into an Action Plan and this, along with the detailed outcomes from the review, was presented to the Audit and Accounts Committee on 1st December 2023, with a follow-up report providing updates on the implementation of actions on 28th March 2024. Key actions included an update of the Committee's Terms of Reference; implementing a shared drive to enable Audit and Accounts Committee members to access full copies of all final Internal Audit reports; and reminding other Committees that they can refer matters to the Audit and Accounts Committee for its consideration or action.

### 3. The Committee's relationship with Internal Audit

- 3.1 A key part of the Committee's role is to both challenge and support the Internal Audit service. The Committee has supported a flexible approach from the Internal Audit team, which ensures that planned coverage is continually re-assessed to direct audit resource towards areas of emerging risk, rather than a static plan agreed some months before. The Committee has taken a proactive role in this approach, both by reviewing the proposed plan of work for Internal Audit, and requesting updates from Internal Audit and Council services on implementation of actions.
- 3.2 In its role of overseeing the work of Internal Audit, every ordinary meeting of the Audit and Accounts Committee was provided with updates on progress in delivering the agreed Annual Audit Plan. For the 2023-24 financial year, the Head of Internal Audit produced an [Annual Internal Audit Report](#) setting out her annual opinion on the Council's control environment, which was presented to the Committee on 30th May 2024. The annual opinion is summarised as follows:

*On the basis of the audit work undertaken by Cambridgeshire's Internal Audit team during the 2023/24 financial year, it is the Head of Internal Audit's opinion that overall Internal Audit can provide moderate assurance over the system of internal*

control in place at Cambridgeshire County Council for the financial year ended 31st March 2024.<sup>1</sup>

*This opinion is derived from an assessment of the range of individual opinions arising from work completed in 2023/24 by the Cambridgeshire Internal Audit team, taking account of the relative materiality of each area under review and the findings; assessment of other evidence and assurances about the organisation's arrangements for internal control and managing risk; and ongoing review of management's progress in addressing control weaknesses. Full details of the work completed by Internal Audit in-year are set out in the remainder of [the Internal Audit Annual Report].*

*I would particularly highlight the following key pieces of evidence on which my opinion is based:*

- *Assurance opinions from Internal Audit reviews in 2023/24 showing a predominance of 'moderate' audit opinions. A single audit (Dedicated Schools Grant Safety Valve programme) identified findings which were deemed to have the potential for a 'major' organisational impact if the identified risks materialised. See Section 4.1 of the Internal Audit Annual Report for more details.*
- *Procurement and contract management continues to represent a key area of risk and focus for Cambridgeshire County Council, and this has been reflected in the Internal Audit plan and the findings of audit work completed throughout the year. The Council has undertaken a range of actions to strengthen the control environment around procurement and contract management throughout 2023/4. See Section 4.5 of the Internal Audit Annual Report for details.*
- *Project/programme management and change has been highlighted as a risk area for the authority, based on audit work completed in 2023/4. A range of actions to strengthen both revenue and capital project management controls have been agreed as an outcome of these audits, with actions due for implementation in 2024/5, and this risk area will therefore continue to be a focus for the Audit Plan in the coming year. See Section 4.9 of the Internal Audit Annual Report for details.*
- *Review of the organisation's Code of Corporate Governance and the evidence supporting the Council's Annual Governance Statement, including Director's Assurance Statements. These documents demonstrate a sound core of organisational governance, while highlighting some areas within the corporate framework which require further development. The Council has progressed the implementation of actions identified within the 2022/3 Annual Governance Statement throughout the year, resulting in a range of improvements to organisational governance.*

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<sup>1</sup> The opinion of 'moderate' assurance reflects the service's standard definitions for assurance opinions, indicating that audit work has identified that there are control weaknesses that present a medium risk to the control environment; and that the control environment has mainly operated as intended, although errors have been detected. For more detail and full definitions of the assurance opinions in use, please see Section 3.2.4 of the Internal Audit Annual Report.

- *75% of agreed audit actions due for implementation in 2023/24 have been completed by the organisation. This is an improvement on the implementation rate of 62% for 2022/3 and 64% for 2021/22, despite a higher number of actions being due for implementation in 2023/4 compared to the prior year. Each action completed represents an improvement in the Council's systems of internal control. See Section 4.1 for more details.*
- *Reviews of Key Financial Systems for which Cambridgeshire County Council is the Lead Authority have historically demonstrated a good or moderate assurance across all systems. At the time of writing, the 2023/4 Pensions Administration report has yet to be issued in draft by the Cambridgeshire audit team; draft opinions for the Accounts Payable and Income Processing audits are awaited from Lead Authority partners; and the Debt Recovery review has only just started fieldwork. This does reduce the assurance that can be given over these systems compared to the 2022/3 Annual Report; however, some assurance can be taken from the detailed prior-year audits of these areas carried out by the Cambridgeshire team, and the 15 actions which have been confirmed as implemented in 2023/4 to address the findings of previous audits of Accounts Payable, Income Processing and Debt Recovery. See Section 4.2 of the Internal Audit Annual Report for more details.*

*During 2023/24, the Council's Internal Audit service:*

- *Operated in conformance with Public Sector Internal Audit Standards (PSIAS) requirements, and undertook a self-assessment against PSIAS during the course of the year. See Section 7.2 of the Internal Audit Annual Report for more detail.*
- *Had unrestricted access to all areas, systems and information across the authority.*
- *Received appropriate co-operation from officers and Members.*
- *Operated independent of the organisation, as per the Internal Audit Charter, with no compromises of Internal Audit's independence this year.*
- *Had only just sufficient resources to enable it to provide adequate coverage of the authority's control environment. See Section 7.3.3 of the Internal Audit Annual Report for more details.*

*As a result, there are no qualifications to the 2023/24 Head of Internal Audit position statement. It should be noted that no systems of control can provide absolute assurance against material misstatement or loss, nor can Internal Audit give that assurance.*

3.3 The issues referenced in the Head of Audit opinion are outlined in more detail in the full Annual Internal Audit report. In 2023/24, the Audit and Accounts Committee continued to receive regular updates throughout the year from Internal Audit.

## 4. Proactive Work of the Committee

The following section provides a summary of the proactive work undertaken by the Committee over the last year. This aspect of the Committee's work is vital, and has assisted



in improving the effectiveness of the Council's overall corporate governance arrangements. In 2023/4, the Committee also exercised its Constitutional right to refer a matter to a Service Committee for further review by that Committee.

## 4.1 Corporate Governance

- 4.1.1 The Council's Annual Governance statement is compiled on the basis of the findings of Internal Audit reviews throughout the year, assurance statements from executive and corporate directors, and input from senior management and members of the Committee. The 2023-24 Annual Governance Statement was reviewed by the Committee on 30th May 2024, prior to final sign-off and inclusion in the Council's annual Statement of Accounts.
- 4.1.2 The 2023-24 Annual Governance Statement included an action plan to further strengthen the Council's governance arrangements. The implementation of this action plan will be monitored via the new Statutory Officers Group and reported to the Audit and Accounts Committee.

## 4.2 Council Finance and Statement of Accounts

- 4.2.1 Throughout 2023-24, the Committee has maintained its oversight of Council finances to assess progress in delivering the Council's Business Plan. The Committee regularly receives reports on specific risk areas. In 2023-24, this included reports on debt management and consultants and interims.

### Objections from a local elector relating to the accounts for 2016-17 and 2017-18

- 4.2.2 On 29 January 2024, the County Council's previous external auditor, BDO LLP, determined the outcome of two objections it had received from a local elector (received in 2017 and 2018). Objections are where a member of the public asks for the auditor to consider whether an item of account is unlawful or requires a report in the public interest. The Committee was pleased that these matters were concluded, after some considerable delay, and that the auditor decided to take no formal action in relation to the matters raised. This outcome was not appealed by the local elector, and the external audits for these years were certified as complete during February 2024.

### Backlog of External Audit Opinions, 2018-19 to 2022-23:

- 4.2.3 The Committee considers and approves the annual Statement of Accounts for Cambridgeshire County Council and receives reports from the Council's external auditors.
- 4.2.4 In April 2024, the Council's former external auditors EY finalised closing procedures for audits of the four financial years from 2018-19 to 2021-22, and issued audit certificates. EY issue a value for money opinion alongside the external audit of the financial statements; following on from the qualified value for money opinion issued by BDO in 2017-18, for the 2018-19 and 2019-20 financial years, EY have also reached an "except for" opinion regarding value for money. This means that the auditor has concluded that in those years that in all significant respects the Council had in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources except for:

- Procurement – inconsistent record keeping leading to a weakness in arrangements for working with partners and third parties
  - Manor Farm tenancy – a former deputy leader of the Council was subsequently found to have breached the Council’s Code of Conduct in six areas, and there were associated recommendations for the Council. This issue was taken as evidence of weaknesses in arrangements for informed decisions and allowing for challenge and transparency.
- 4.2.5 Receipt of a succession of audit reports and completion certificates in April 2024 is a significant and welcome milestone for the Council. It is also positive that improvements made to procurement arrangements and governance across the Council, after weaknesses identified in the years ending 2018, 2019 and 2020 have been recognised and have led to the overall conclusion there were appropriate arrangements in place for the years 2020–21 and 2021-22.
- 4.2.6 Due to the backlog in unaudited local authority accounts in England, the government has set a “statutory backstop” to clear outstanding audits up-to-and-including those for the financial year 2022-23. This requires bodies to publish audited accounts for these financial years, by 13th December 2024. In relation to the External Audit for 2022-23, the draft accounts for this year were presented to the Audit and Accounts Committee on 28th July 2023. However, the Council’s former external auditors EY have not commenced an audit of these accounts and do not intend to. Instead the Council is expecting that EY will disclaim the audit for 2022-23 to indicate that it was not fully completed, and will provide a value for money opinion. An interim report on value for money arrangements in 2022-3 was provided by EY to the Audit and Accounts Committee on 30th May 2024.
- 4.2.7 It is also noted that the final fees for the audit work and objections from previous years have yet to be confirmed and these are expected to go to Public Sector Audit Appointments (PSAA) for determination.

2023-24 Statement of Accounts and External Audit:

- 4.2.8 Despite significant challenges created by various factors including the backlog in prior-year audits, Cambridgeshire County Council was one of the 41% of local authorities who did meet the 31st May 2024 deadline for publication of the draft 2023-4 Statement of Accounts. A copy of the draft 2023-4 accounts was presented to the Audit & Accounts Committee on 30th July 2024.
- 4.2.9 The Audit & Accounts Regulations require publication of final, audited accounts by 30 September 2024 although this is likely to change to 28 February 2025; whilst our new external auditors, KPMG, intend to complete the majority of their standard work by this deadline, they are likely to issue a modified opinion in line with the majority of local authorities in England due to the ongoing issues with the 2022-23 audit noted above. The Council’s Finance team will continue to bring regular updates on this to the Audit and Accounts Committee in 2024-5, alongside updated regarding preparations for the closedown process for the 2024-5 accounts.

## Pension Fund:

4.2.10 The Pension Fund's Statement of Accounts (SOA) form part of the Council's Statement of Accounts. These are audited by the Council's external auditors. The Audit and Accounts Committee reviews and approves the Cambridgeshire Pension Fund Annual Statement of Accounts, alongside the Annual Report of the Pension Fund.

4.2.11 The Fund's audited Statement of Accounts for the year ending 31st March 2023 was presented to the Committee on 1st December 2023 and approved.

## 4.3 Procurement and Commercial Annual Report

4.3.1 On 30th July 2024 the Committee received the Procurement and Commercial Annual Report. The Committee noted that many actions that had been undertaken in response to the Value For Money conclusions for 2017-18 by the previous external auditor, BDO, which had been critical in relation to the Council's procurement arrangements. The 2023-4 Annual Report highlighted the findings of recent Internal Audit reports and the latest External Audit Value for Money opinions, which all demonstrated improvements in procurement governance and practice.

4.3.2 During 2023-24, the Procurement team worked with key stakeholders in Public Health to implement the Provider Selection Regime. 2024-25 will see the implementation of the Procurement Act 2023, which will herald even greater change to procurement practice at the Council.

4.3.3 Following the establishment of the Assets and Procurement Committee, this area of work has now transferred for monitoring to that Committee, although Audit and Accounts will keep a watching brief as part of its work around the control framework.

## 4.4 Whistleblowing, Fraud and Corruption and Investigations

4.4.1 The Committee received periodic updates on all referrals received under the Whistleblowing Policy in the quarterly Internal Audit Progress reports throughout 2023-4. The Committee also received the Council's Annual Whistleblowing Report on the 28th March 2024, which included information on the annual employee survey to gauge awareness of, and confidence in, the Whistleblowing Policy; updates on publicity and awareness-raising regarding the Whistleblowing policy; and an update on the Council's self-assessment of its whistleblowing arrangements using a benchmarking exercise through Protect, the Whistleblowing Charity. This self-assessment exercise has resulted in the identification of a number of actions to further improve the Council's whistleblowing arrangements, which have been collated into a Whistleblowing Action Plan with regular updates on implementation coming to the Committee in 2024-5.

4.4.2 The Committee also received the annual update on the use of the Regulation of Investigatory Powers Act 2000 (RIPA) at its meeting on 26th May 2023, which confirmed that the Council's RIPA policy had been reviewed and updated, and that no RIPA powers had been used by the authority in the previous 12 months.

## 4.5 Risk Management

- 4.5.1 Under the Council's Constitution, the Strategy, Resources and Performance Committee is responsible for the development and oversight of the Council's risk management strategy and process. The Audit and Accounts Committee also has important functions in relation to risk, including considering the effectiveness of the risk management arrangements and associated control environment and to seek assurances that appropriate action is being taken in response to risk.
- 4.5.2 During 2023-4, the Corporate Leadership Team and Directorate Management Teams formally considered risk on a quarterly basis. The Audit and Accounts Committee received updates on the risk management approach adopted via reporting from Internal Audit and six-monthly updates on the Corporate Risk Register.
- 4.5.3 On 30th July 2024 the Committee received the Annual Risk Management Report, which summarised activity for 2023-24, highlighting key changes to the Risk Register, and outlining completed actions from the Council's three-year Risk Strategy, as well as new actions that have been identified and added to the Strategy for 2024-5.

## 5. Source documents

- 5.1. [Reports and minutes of the Audit & Accounts Committee, 2023 – 4](#)

## Pension Fund Committee Annual Report 2023-24

To: Council

Meeting Date: 10 December 2024

From: County Council

Purpose: To report on the work of the Pension Fund Committee over the previous year.

Recommendation: Council is recommended to note the content of the report.

Officer contact:

Name: Mark Whitby

Post: Head of Pensions

Email: [mark.whitby@westnorthants.gov.uk](mailto:mark.whitby@westnorthants.gov.uk)

## 1. Annual Reports to the Council

- 1.1 The report, attached at Appendix 1, provides a summary of the Pension Committee's key activities during the 2023-2024 financial year, providing transparency and oversight to Cambridgeshire County Council as the Administering Authority. It also sets out the way in which the Fund is managed both in relation to the administration of benefits and the investment of the Fund's assets.

## 2. Background

- 2.1 Part 3B of the Constitution states that the Pension Fund Committee has delegated responsibility, with regards to the Cambridgeshire Local Government Pension Fund, for:

- Funding Strategy
- Investment Strategy
- Administration Strategy
- Communication Strategy
- Discretions
- Governance
- Risk Management

- 2.2 It is the responsibility of the Pension Fund Committee to develop and maintain strategies, policies, and procedures, thus ensuring effective governance, oversight and accountability is upheld on behalf of the Fund's stakeholders.

## 3. Issues and Choices

- 3.1 The Pension Fund Committee Annual Report for 2023-24 outlines the Committee's efforts in overseeing the governance and administration of the Cambridgeshire Pension Fund.

- 3.2 The report highlights significant contributions in areas such as investment performance, risk management, and adherence to regulatory standards.

- 3.3 The Business Plan presented in March 2023, contained a new approach to the approval of Fund policies and strategies, the Pension Committee review policies and strategies on a three yearly cycle whilst having oversight of officer reviews via the Governance and Compliance Reports annually. Policies and strategies that required a full committee review in the period include the Communication Plan, Cash Management Policy and Employer Contribution Rates Policy.

- 3.4 The Committee reviewed the performance of the Additional Voluntary Contribution (AVC) provider and implemented a Data Retention Policy.

- 3.5 Significant changes to the Strategic Asset Allocation were made to reduce equity allocation and increase fixed income and alternative investments.

- 3.6 The report also details the Committee's training and development activities, ensuring members are equipped with the necessary skills and knowledge to perform their roles effectively. The introduction of the Hymans Robertson Online platform as a mandatory component of the Training Strategy is a notable development.

3.7 The Business Plan for 2024-25 sets out objectives and priorities for the coming years, focusing on continuous improvement, effective management and statutory compliance of the Pension Fund.

#### 4. Source Documents

Annual Business Plan and Medium-Term Strategy

Communication Plan

Cash Management Policy

Employer Contribution Rates Policy

Training Strategy

[Key documents \(CCC\) - Cambridgeshire and Northamptonshire LGPS  
\(westnorthants.gov.uk\)](https://www.westnorthants.gov.uk)

# Pension Fund Committee Annual Report 2023-24



West  
Northamptonshire  
Council



Cambridgeshire  
County Council

Administered in partnership



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## **1. Foreword from the Chair of the Pension Fund Committee**

Each year, in accordance with best practice, the Council receives the Pension Fund Committee's Annual Report. The report provides a summary of the Committee's key activities during the year, providing transparency and oversight to the Council as Administering Authority to the Cambridgeshire Pension Fund. It also sets out the way in which the Fund is managed both in relation to the administration of benefits and the investment of the Fund's assets.

This 2023-24 report highlights the significant contributions made by the Pension Fund Committee to the Fund's administration, governance, investment and risk management frameworks.

As the Chair, I would like to extend my gratitude to the Committee Members and Officers for their dedication and support throughout the year. Committee Members have rigorously challenged reports and provided constructive feedback on key matters.

Looking ahead, we recognise that 2024-25 will present further challenges for the Pension Fund. These include the implementation of Pensions Dashboards, rectification as a result of the McCloud age discrimination remedy, the review of the Pension Regulator's new General Code of practice, and the ongoing implementation of the Government's requirements to pool LGPS pension fund assets with other Funds.

The Pension Fund Committee is committed to impartial scrutiny and effective decision making to ensure the efficient governance of the Fund in the best interests of scheme members.



**Councillor Alison Whelan (Chair)**

## **2. Introduction**

This is the annual report produced by the Cambridgeshire Pension Fund Committee. This report demonstrates how the Pension Fund Committee has successfully fulfilled its terms of reference and has endeavored to improve the governance and administration performance of the Pension Fund.

Part 3B of the Constitution states that the Pension Fund Committee has delegated responsibility, with regards to the Cambridgeshire Local Government Pension Fund, for:

- Funding Strategy
- Investment Strategy
- Administration Strategy
- Communication Strategy
- Discretions
- Governance
- Risk Management

It is the responsibility of the Pension Fund Committee to develop and maintain strategies, policies, and procedures, thus ensuring effective governance, oversight and accountability is upheld on behalf of the Fund's stakeholders.

The information contained in section 4 of this report demonstrates the key decisions and approvals that have been made by the Pension Fund Committee during 2023-24, supported by the Investment Sub-Committee and Pension Fund Board.

## **3. Meetings and Membership**

### **Meeting Dates:**

During 2023-24, the Pension Fund Committee met on the following dates:

- 8<sup>th</sup> of June 2023
- 20<sup>th</sup> of July 2023
- 4<sup>th</sup> of October 2023
- 20<sup>th</sup> of December 2023
- 28<sup>th</sup> of March 2024

## Membership:

The members for all or part of the for 2023-24 year were (excluding substitutes):

Name	Member role	Date appointment ceased
Councillor Alison Whelan	CCC representative (Chair)	
Councillor Mike Black	CCC representative (Vice-Chair)	
Councillor Catherine Rae	CCC representative (Vice-Chair)	July 2023
Councillor Adela Costello	CCC representative	
Councillor Peter McDonald	CCC representative	
Councillor Alan Sharp	CCC representative	February 2024
Councillor Keith Prentice	CCC representative	February 2024
Councillor Nick Gay	CCC representative	March 2024
Councillor Tom Sanderson	CCC representative	March 2024
Councillor Andy Coles	All other local authorities representative	
Councillor Chris Boden	All other local authorities representative	
Howard Nelson	All other employers representative	
Lee Phanco	All other employers representative	November 2023
Matthew Pink	Active members representative	
Liz Brennan	Deferred and Pensioner members representative	
John Walker	Deferred and Pensioner members representative	June 2023

Senior officers from the Council also attend meetings of the Committee, including the Executive Director - Finance (S151), the Head of Pensions, and other officers dependent on the subject matter on the agendas, in addition to representation from the Fund's external auditors and advisors.

## 4. Financial information

The Pension Fund's Statement of Accounts form part of the County Council's Statement of Accounts and is covered by the external auditor's opinion.

The Annual Report and Statement of Accounts have been subject to audit fieldwork by the County Council's external auditor. Whilst the external auditor performs a full audit of the Statement of Accounts, their work on the Annual Report is limited to a review to ensure compliance with guidance and consistency with the Statement of Accounts.

The Statement of Accounts is the financial representation of every activity that the Fund has been directly or indirectly involved with over the course of the financial year.

They are based on actual transactions accounted for within the Fund's financial ledger, information received from Investment Fund Managers and the Fund's Custodian, and assumptions and estimations utilising the professional judgement of officers in order to give a true and fair statement of the Fund's financial position.

The Fund returned 11.7% on investments during the year resulting in a £454.1m return. The Fund value increased from £4.23bn to £4.76bn.

At the last formal valuation, the funding level at a whole Fund level was 125%. This means for every £1 of liabilities owed to members, the Fund had £1.25 of assets to cover the liability. The committee has taken steps to reduce risk in the portfolio, introduce more diversification and focus on cash generative assets.

By 31 March 2024 the funding level had increased to an estimated 167%. Individual employer contribution rates are not calculated with reference to this headline funding level; they are calculated separately, by detailed probability based actuarial modelling of thousands of economic scenarios.

The Annual Report in respect of 2023-24 was approved by the Pension Committee in July 2024.

## **5. Key Activities during 2023-24**

### **Summary of governance agenda items at Pension Fund Committee**

#### **March 2023**

##### **Approval of the Pension Fund Annual Business Plan and Medium-Term Strategy**

Each year the Pension Fund Committee agrees a Pension Fund Business Plan and Medium-Term Strategy that sets out how the Fund's objectives will be met and other key priorities for the year and following two years. The Strategy also details performance indicators for the Fund and an estimate of the Fund account.

The Pension Fund Committee receives regular updates on how the Fund is meeting its objectives via Business Plan Update reports presented at every meeting.

##### **Approval of the Communications Plan**

The Communication Plan is produced annually to support the Communication Strategy and outlines the Fund's planned communication activities for each stakeholder group. As well as setting out planned newsletters, surveys, employer training and web updates the plan also highlights some of the Fund's key initiatives for the year.

## **June 2023**

### **Approval of the Cash Management Policy**

The purpose of the Cash Management Strategy is to manage the Fund's cash efficiently, ensuring adequate cash is available in the Fund's accounts to meet the day-to-day cash requirements of the Fund. The policy also ensures the timely payment of surplus cash for investments in line with the Fund's Investment Strategy.

A change to the Fund's bank provider along with some immaterial changes were presented to the Pension Fund Committee on 8 June 2023.

## **July 2023**

### **Approval of the Review of Employer Contribution Rates Policy**

The objective of this policy is to provide employers with clarity around the circumstances where contribution rates may be reviewed between valuations and to outline specific circumstances where contribution rates will not be reviewed.

In general, the policy states that the Fund will only consider an amendment to contribution rates between valuations as a result of significant changes to the liabilities or covenant of an employer. It also confirms that the Fund will consider requests from employers to review their contribution rates but only where there is a material change in the strength of covenant and/or the ability of the employer to pay their contributions or where there is a significant restructure which impacts their membership and consequently liabilities in the Fund.

### **Approval of Training Strategy**

The Training Strategy is established to aid members of the Pensions Committee and Local Pension Board as well as Fund Officers and the Section 151 Officer in performing and developing in their roles and to equip them with the necessary skills and knowledge to act effectively in line with their responsibilities. Local Government Pension Scheme (LGPS) Funds are expected to follow the CIPFA Knowledge and Skills Framework.

Due to the change in approach to the Fund core training requirements it has been appropriate for officers to review the strategy to ensure the new approach is reflected appropriately and expectations are clear. The key revisions that have been incorporated are:

- the requirement for the TPR toolkit to be completed within 6 months of appointment;
- the implementation of Hymans Robertson Online Training Academy delivery approach;
- the timescales for completion of training and the associated risk linked to non-compliance.

## **October 2023**

### **Review of the Additional Voluntary Contribution (AVC) provider administration and investment performance**

The purpose of this report was to present to the Pension Fund Committee an overview on the findings of the Fund's AVC providers administration and investment performance as conducted by the Fund's governance advisors, Aon.

## **December 2023**

### **Approval of the Data Retention Policy**

The policy sets out the Fund's approach on the retention of personal data in accordance with data protection legislation applicable to the Administering Authority when processing personal data.

The policy ensures that the processing of personal data is adequate, relevant, and limited to what is necessary in relation to the purposes for which it is processed and that is not kept in a form which permits identification of a data subject for longer than is necessary for the purposes for which the personal data is processed.

### **Review of Potential Breaches of the Law Policy**

The purpose of the report is to highlight potential breaches of the law in relation to the management and administration of the Fund.

The report aims to provide assurance to the Pension Fund Committee that adequate controls are in place for both identifying and reporting such breaches.

## **March 2024**

### **Review of Cashflow Projections**

The report details cashflow projections for the Cambridgeshire Pension Fund, highlighting the expected cashflow positions under different inflation scenarios. It emphasizes the importance of monitoring and managing cashflow to ensure the Fund can meet liabilities as they fall due. Key projections include:

- Baseline scenario: The Fund is expected to become cashflow negative by 2030.
- Recession scenario: The Fund remains cashflow neutral in the short to medium term.
- High inflation scenario: The Fund becomes cashflow negative in the next few years.

The report highlights that the need for strategic planning to manage these outcomes effectively is paramount.

## **Summary of investment agenda items at Pension Fund Committee**

The Pension Fund Committee performed a review of the Strategic Asset Allocation at the March 2023 meeting in conjunction with the Fund's Investment Consultants, Mercer Ltd and the independent Investment Advisor.

The following changes to the strategy were approved by PFC in March 2023:

- Reduce the equity allocation by 12.5%, maintaining the passive equity allocation at 20% and reduce active managers.
- Increase fixed income and alternative allocations by 10% and 2.5% respectively to provide greater exposure to inflation linked, cash flow generative assets while protecting the strong funding position; and
- Consider sustainable and impact opportunities across an expanded private markets portfolio – aligned with “levelling up” guidance.

The following changes have been carried out during the year to reach the new strategic asset allocations.

- The discontinuation of the Schroders gilts and equity protection mandate (£165.1m) and switch to the UBS gilts pooled Fund
- Implement listed equity sales (£211.5m) to fund increased index linked gilts allocation
- Implement equity sales (£64m) to fund increased Multi-Asset Credit (MAC) allocation
- Implement equity sales (150m) to fund increased private market allocations (property and infrastructure investments)
- Invested in ACCESS long lease property manager (£98.6m)

## **Key Service Activities of the Pension Fund Committee**

### **Age Discrimination Remedy**

On 30 May 2023, DLUHC published a consultation and draft regulations concerning the McCloud remedy. The consultation closed on 30 June 2023 and sought views on proposals to address discrimination found by the courts in the McCloud case.

Following the consultation, the scheme rules changed on 1<sup>st</sup> October 2023, backdated to 1<sup>st</sup> April 2014 which removed age discrimination by applying transitional protections to younger members of the scheme to ensure consistency for all members.

Members are protected by the remedy if:

- they were a member of the LGPS or another public service pension scheme before 1 April 2012
- they were a member of the LGPS in the remedy period between 1 April 2014 and 31 March 2022
- they were under age 65 in the remedy period, and
- they have not had a disqualifying gap.



By August 2025 all annual benefit statements must include information about the McCloud remedy for protected members. Guidance has been published regarding the approach for rectification to be compliant with the regulation.

### **Cyber Resilience and Data Protection**

The increasing threat to Pension Funds of cyber-crime activities is a significant concern across the pensions industry and as a result industry bodies such as the Pension Regulator and the Pensions Administration Standards Association (PASA) issued guidance on how Funds should mitigate their risks of a cyber event occurring.

In order to demonstrate that the Fund was compliant with the guidance a cyber strategy was put into place and an ongoing action plan that comprised of the following activities:

- Cyber Strategy
- Data and asset mapping
- Cyber security surveys
- Staff cyber security awareness training
- Hygiene guidelines
- Committee and Board training
- Phishing simulation
- Incident Response Plan

### **Pension Dashboards**

The Government formalised its intentions to deliver pension dashboards through the Pensions Schemes Act 2021 and, the Pension Dashboards Regulations 2022 and The Pensions Dashboards (Amendment) Regulations 2023. The LGPS is required to connect to the infrastructure by 31 October 2025 and be able to respond to requests from the public by 31 October 2026.

Pensions Dashboards will enable individuals to access their pensions information online, securely and all in one place. The dashboards will provide clear information about an individual's various pension savings.

The Pensions Dashboards Programme (PDP) is responsible for designing and implementing the central digital architecture and developing standards which will provide the rules and controls that will facilitate the ongoing connection of pension schemes to the pensions dashboards infrastructure.

The Fund has procured a digital interface (ISP) to connect to the Pensions Dashboard infrastructure.

It is expected that the first stage of the two-part implementation plan will begin in January 2025 when the connection of the pensions administration software to the ISP will take place, followed by a period of testing of the matching data. The final part of the implementation of connecting the ISP to the pensions dashboard infrastructure will take place prior to the connection date of 31 October 2025. Dashboards will be made available to the general public after the connection date at a date yet to be confirmed; six months advance notice will be provided by Government.

## **6. Standing items of the Pension Fund Committee**

During the year the Pension Fund Committee has been presented with various reports consisting of a range of information in relation to the administration to the Fund. The Administration Report in particular, provides the Committee with the performance of the Fund and performance information regarding Scheme Employers. Reports such as Asset Pooling, Risk Monitoring and Business Plan updates are delivered to the Committee at least biannually where activity in these areas is reported and discussed. The Governance and Compliance Report is a best practice report where information is provided to the Committee on current issues affecting the operation and management of the Fund.

These reports demonstrate to the Committee that appropriate thought and consideration have been provided to the delegated areas under the Constitution and that the Committee can challenge information and make recommendations where appropriate.

All Pension Committee reports highlight risks associated with proposals and appropriate mitigations. Risks are monitored throughout the year in conjunction with the Pension Fund Board to ensure they remain fit for purpose.

## **7. Training and Development Activity to support the Committee**

The Pension Fund Committee is required to keep appropriate records of the learning activities of individual members and the Pension Fund Committee as a whole. This demonstrates their compliance with the legal requirement and how the Fund has mitigated risks associated with knowledge gaps. It is a statutory requirement to include details of the training undertaken by members of the Pension Fund Committee in the Fund's Annual Report. In addition, this information may be required by other bodies such as the Pensions Regulator from time to time.

From July 2023, the Hymans Robertson Online platform is a mandatory component of the Training Strategy and covers the core CIPFA modules as well as current issues in the LGPS landscape.

The most recent version of the Training Strategy can be found [here](#).

## **8. Future Developments for 2024/2025**

The Business Plan for 2024/2025 was approved by the Cambridgeshire Pension Fund Committee at its March 2024 meeting. The Business Plan sets out the objectives of the administering authority with regards to the management of the Fund, documents the priorities and improvements to be implemented during the next three years to help achieve those objectives and enables progress and performance to be monitored in relation to those priorities.

## **9. Pension Fund Committee Terms of Reference**

All Committee members adhere to the Terms of Reference. The Pension Fund Committee is responsible for setting objectives and strategies, and ongoing monitoring in areas such as funding, investment, administration, communications, discretions, governance, and risk management.

This includes overseeing funding plans, determining investment strategies, managing fund administration, and ensuring effective communication with stakeholders. The Committee also handles employer entries and exits, bulk transfers, business plans, training policies, advisor appointments, and responses to consultations.

Additionally, it oversees the work of sub-committees, reviews strategic investment policies, and manages pooled asset arrangements under the LGPS ACCESS Joint Committee, ensuring risks and costs are managed effectively. An annual report is produced for the Council's consideration.

## Cambridgeshire Pension Board Annual Report 2023-24

To: County Council

Date: 10th December 2024

From: Chair of the Local Pension Board

Purpose: To report on the work of the Local Pension Board over the previous year.

Recommendation: It is recommended that Full Council note the content of the report.

Officer contact:

Name: Michelle Rowe  
Post: Democratic Services Manager  
Email: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

## 1. Annual Reports to the Council

- 1.1 Some of the Council's committees report to the Council annually on their work to improve awareness of issues and to provide the Council with an opportunity to debate issues which might not otherwise be referred for discussion. It also allows the Council to exercise oversight of activity in a number of important areas and to emphasise the accountability of these committees to the Council.

## 2. Background

- 2.1 The Local Government Pension Scheme (LGPS) for Cambridgeshire, which is administered by the County Council, provides pensions and related benefits for employees of the County Council, Peterborough and Cambridge City Council, the five District Councils, and other public sector employers and bodies admitted to the Fund within the county.

- 2.2 Information about the LGPS for Cambridgeshire is included in the Annual Report of the Cambridgeshire Pension Fund Committee attached at Agenda Item No. 8.

- 2.3 The Public Services Pensions Act 2013 requires all Public Service Pension Schemes to establish a Local Pension Board to assist the Administering Authority (Cambridgeshire County Council) to:

- secure compliance with the LGPS regulations and other legislation relating to the governance and administration of the LGPS and also the requirements imposed by the Pensions Regulator in relation to the LGPS; and
- ensure the effective and efficient governance and administration of the LGPS.

The Cambridgeshire Pension Board is in addition to the existing Cambridgeshire Pension Fund Committee. It is a non-decision-making body and is designed to act as a critical friend to the existing Committee and Investment Sub-Committee.

- 2.4 The Pension Board comprises 3 scheme employer and 3 scheme member representatives and meets approximately 4 times a year.

## 3. Cambridgeshire Pension Board Report 2023-24

- 3.1 A copy of the full Cambridgeshire Local Pension Board Report for 2023-24 is attached at Appendix 1.

## 4. Source Documents

- 4.1 Cambridgeshire Local Pension Fund Board agendas and minutes.  
[Cambridgeshire Local Pension Fund Board](#)

# Cambridgeshire Pension Fund Board

## Annual Report 2023-24

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## Chair's Foreword

It is my pleasure, as Chair of the Cambridgeshire Pension Fund Board, to introduce the ninth Cambridgeshire Pension Fund Board Annual Report, for 2023-24. The Board was established in accordance with the Public Service Pensions Act 2013. Our task is to assist Cambridgeshire County Council by making sure it is administering the Local Government Pension Scheme effectively and efficiently and is compliant with the law.

I was delighted to be re-elected Chair of the Board and to welcome back Barry O'Sullivan who continues in the role of Vice-Chair. Aligned with the net zero aspirations of the administering authority, we continue in the main to meet virtually. All meetings of the Board are available to watch on the County Council's YouTube site at [Cambridgeshire County Council - YouTube](#)

We are currently recruiting a new Scheme Member Representative, and I know the Board looks forward to welcoming whoever is appointed.

As Chair, I am keen for the Board to continue to work hard to protect both the interests of the Pension Fund and its members. I am grateful for the continuing support from members of the Board. I am confident that the dedication and commitment of these members to assist Cambridgeshire County Council in maintaining the high standards of the administration of the Fund will continue into 2024-25.

I welcome comments and feedback on the administration and governance of the Cambridgeshire Pension Fund from both employers and members and all other stakeholders and encourage them to raise any issues of concern directly with me or any other member of the Cambridgeshire Local Pension Board.

Councillor Denis Payne  
Chair of Cambridgeshire Local Pension Board



# Background

The Public Services Pensions Act 2013 requires all Public Service Pension Schemes to establish a Local Pension Board to assist the Administering Authority (Cambridgeshire County Council) to:

- secure compliance with the Local Government Pension Scheme (LGPS) regulations and other legislation relating to the governance and administration of the LGPS and also the requirements imposed by the Pensions Regulator in relation to the LGPS; and
- ensure the effective and efficient governance and administration of the LGPS.

The Cambridgeshire Local Pension Board is in addition to the existing Cambridgeshire Pension Fund Committee. It is a non-decision-making body and is designed to act as a critical friend to the existing Committee and Investment Sub-Committee.

The Local Government Pension Scheme (Amendment) (Governance) Regulations 2015 relating to the creation and ongoing operation of the local pension boards were laid before Parliament on 28 January 2015 and came into force on 20 February 2015.

The Cambridgeshire Local Pension Board was established by Cambridgeshire County Council (the administering authority) at its full Council meeting on 24 March 2015. The first meeting of the Board was held on 16 July 2015.

## Role and Remit

The role and remit of the Cambridgeshire Local Pension Board is to assist Cambridgeshire County Council (the administering authority) by making sure it is administering the Local Government Pension Scheme effectively and efficiently and, in doing so, is complying with relevant laws and regulations. The Board does this by reviewing the policies and practices that Cambridgeshire County Council has adopted and checking them against the applicable regulations, as well as comparing them to examples of best practice elsewhere.

## Governance Compliance Statement

Each Administering Authority must have in place a Governance Compliance Statement that sets out whether it delegates its functions, or part of its functions, under the Regulations to a committee, a sub-committee or an officer of the authority. Where the Administering Authority does delegate its functions, the statement must include:

- the terms, structure and operational procedures of the delegation;
- the frequency of any committee or sub-committee meetings;
- whether such a committee or sub-committee includes representatives of scheme employers or members, and if so, whether those representatives have voting rights;
- the extent to which a delegation, or the absences of a delegation, complies with guidance given by the Secretary of State and, to the extent that it does not so comply, the reasons for not complying; and
- details of the terms, structure and operational procedures relating to the Local Pension Board.

# Constitution and Membership

Cambridgeshire County Council approved the terms of reference for the Cambridgeshire Local Pension Board on the basis that the Board is a stand-alone authority. With the assistance of the Local Pension Board, it has also approved standing orders for the Board. [A copy of Part 3B of the Council's constitution, within which the scheme of delegation is held, is available here](#) (see from page 7)

A local pension board must include an equal number of employer and member representatives with a minimum requirement of four in total. At its meeting on 24 March 2015, Cambridgeshire County Council agreed to establish a local pension board with three employer representatives and three scheme member representatives. The term of appointment for all members is four years or until qualification for membership ceases.

The method of appointment is two employer representatives appointed by Cambridgeshire County Council Full Council and all other members appointed via an open and transparent selection process. An application pack containing the terms of reference and an outline of the knowledge and understanding, and capacity requirements is available and advertised to employers and members within the Fund in a way that is compliant with the Local Government Pension Scheme (LGPS) – Guidance on the Creation and Operation of Local Pension Boards in England and Wales whenever a new member is recruited.

Following receipt of applications from potential representatives, a short listing and interview process involving the Council's Monitoring Officer or their representative determines whether the representative has the required attributes to carry out the role effectively. At the request of the Board, the Monitoring Officer agreed that the Chair and Vice-Chair of the Board can be involved in the interview process.

The membership of the Board is as set out overleaf:

## Employer Representatives



Councillor Simon King

Cambridgeshire County Council Conservative Group

[Simon.King@cambridgeshire.gov.uk](mailto:Simon.King@cambridgeshire.gov.uk)

First appointed: 23 May 2017 (re-appointed each year at the Annual Meeting of Council)



Councillor Geoffrey Seeff

Cambridgeshire County Council Liberal Democrat Group

[geoffrey.seeff@cambridgeshire.gov.uk](mailto:geoffrey.seeff@cambridgeshire.gov.uk)

First appointed: 21 March 2023 (re-appointed each year at the Annual Meeting of Council)



Councillor Denis Payne

Histon and Impington Parish Councillor

[Denis.payne@hisimp-pc.gov.uk](mailto:Denis.payne@hisimp-pc.gov.uk)

Appointed: 3 February 2017

Reappointed: 22 February 2021

## Scheme Member Representatives



Barry O'Sullivan  
Cambridgeshire County Council, Customer Service Advisor  
[Barry.O'Sullivan@cambridgeshire.gov.uk](mailto:Barry.O'Sullivan@cambridgeshire.gov.uk)  
Appointed: 16 July 2015  
Reappointed: 3 May 2019  
Reappointed: 28 April 2023



Val Limb  
Former Senior Internal Auditor (Manager) – The Phoenix Group  
[Democraticservices365@cambridgeshire.gov.uk](mailto:Democraticservices365@cambridgeshire.gov.uk)  
Appointed: 1 January 2021

Vacancy

[Recruitment process taking place]

The Chair and Vice-Chair of the Board are elected by the Board on annual basis.

For this reporting period, the Chair was Councillor Denis Payne and the Vice-Chair was Barry O’Sullivan.

The Board has met four times during the period of this Annual Report.

The attendance record for members of the Board is detailed below:

#### Employer Representatives

Date	Councillor Simon King	Councillor Geoffrey Seeff	Councillor Denis Payne
30 June 2023	Attended	Attended	Apologies
3 November 2023	Apologies	Attended	Attended
26 January 2024	Attended	Attended	Attended
26 April 2024	Attended	Attended	Attended

#### Scheme Member Representatives

Date	Barry O’Sullivan	Val Limb
30 June 2023	Attended	Apologies
3 November 2023	Attended	Attended
26 January 2024	Attended	Apologies
26 April 2024	Attended	Attended

# Code of Conduct and Conflicts Policy

Cambridgeshire County Council (the administering authority) is required to prepare and approve a code of conduct for the Board to adopt. The code of conduct should set out the standards of behaviour expected of members, incorporating the 'Seven Principles of Public Life' (known as the Nolan Principles).

The elected and co-opted members of a local authority are governed by their local authority's code of conduct for councillors. This code is required of every local authority by the Localism Act 2011 and sets out the standards of behaviour expected of individuals in their capacity as councillors. In addition, there is a legal obligation for councillors to disclose, in a register maintained by the authority's monitoring officer, certain pecuniary interests, as defined in regulations made under the 2011 Act. Both of these requirements apply to any members of a Local Pension Board who are also councillors of a local authority. They do not apply to members of a Local Pension Board who are not councillors unless they are specifically adopted in terms of reference or other policy document to apply to the other members of the Board.

The Cambridgeshire Local Pension Board has agreed formally, at its meeting on 21 October 2015, to adopt the Cambridgeshire County Council Code of Conduct for all members of the Board. [A link to the completed code of conduct forms for County Councillor Board members is available here](#) (*click on the relevant member and go to "Members Interests"*)

The code of conduct forms for non-County Councillor members are retained by the Democratic Services Assistant, Sophie Rankine, supporting the Board.

It is not anticipated that significant conflicts of interest will arise in the same way as would be the case if the Board was making decisions on a regular basis (compared, for example, to a Pension Fund Committee). However, officers will take steps to identify, monitor and manage conflicts effectively. At its meeting on 20 April 2018, the Board agreed a formal Pension Fund Conflicts of Interest Policy, under which a register of conflicts of interest will be maintained and published on the administering authority's website.

A fund specific Conflicts of Interest Policy was enacted in December 2022 to ensure actual and potential conflicts of interest are identified and managed appropriately and is available [here](#). The policy is regularly reviewed and a register of interests is maintained by Pension Service officers.

# Knowledge and Understanding

In accordance with Section 248A of the Pensions Act 2004, every individual who is a member of a Local Pension Board must be conversant with:

- the rules of the Local Government Pension Scheme (LGPS); and
- any document recording policy about the administration of the Fund which is for the time being adopted in relation to the Fund.

Each individual must have knowledge and understanding of the law relating to pensions and such other matters as may be prescribed.

Cambridgeshire County Council (the administering authority) is required to make appropriate training to Local Pension Board members to assist them in undertaking their role and where possible support all members of the Board in undertaking that training. The Board approved a Knowledge and Understanding Policy Framework for Cambridgeshire Pension Fund Board Members at its meeting on 21 October 2015.

During 2021, a suite of core competency modules were delivered to the Board on the following topic areas -

- Introduction to the LGPS
- Pensions legislation and guidance and national guidance
- Local governance and pensions procurement, contract management and relationship matters
- Funding strategy and actuarial methods, and financial, accounting and audit
- Investments – Financial markets and products
- Pensions Administration and Communication

The Local Pension Board is required to keep appropriate records of the learning activities of individual members and the Local Pension Board as a whole. This will assist members in demonstrating their compliance, if necessary, with the legal requirement and how they have mitigated risks associated with knowledge gaps. It is a statutory requirement to include details of the training undertaken by members of the Pension Fund Board in the Fund's Annual Report. In addition, this information may be required by other agencies such as the Pensions Regulator from time to time.

From July 2023, the Hymans Robertson Online platform is a mandatory component of the Training Strategy and covers the core CIPFA modules as well as current issues in the LGPS landscape.

The most recent version of the Training Strategy can be found [here](#).



A schedule detailing the training undertaken by Cambridgeshire Local Pension Board members between March 2021 to March 2024 is detailed below:

Member	Event	Date
Cllr Simon King [Appointed 23 May 2017]	Governance and Fiduciary Duty (virtual) Aon 7 Core Competency Modules (virtual) Aon Climate Webinar Hymans Valuation Training (virtual) Aon Cyber Resilience (virtual) Aon Conflicts of Interest Training (virtual)	21/06/2021 Summer 21 12/07/2021 01/02/2022 08/03/2022 25/11/2022
Cllr Geoffrey Seeff [Appointed 21 March 2023]	Completion of the Pension Regulator's Toolkit Introduction to Cyber Risk Sustainability Reporting in the UK Central Government Committee Role and Pensions Legislation Understanding McCloud Pensions Dashboards Understanding Goodwin Introduction to Cyber Risk GAD Section 13 Climate Change and TCFD McCloud Consultation June 2023 SAB and HM Treasury Cost Cap Mechanism Next Steps on Investment (England & Wales) Consultation Overview Next Steps on Investment (England & Wales) Consultation Response A Brief Introduction to Taskforce on Nature-related Financial Disclosures	01/09/2023 28/02/2023 04/07/2023  31/10/2023 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024
Cllr Denis Payne [Appointed 3 February 2017]	Aon Cyber Resilience Training (virtual) Governance and Fiduciary Duty (virtual) Aon 7 Core Competency Modules (virtual) Aon Climate Webinar Aon/Cyber Griffin - Cyber Resilience (virtual) Mercer 'LGPS: setting a course to net zero' webinar Employer Forum (virtual) LGA Governance Conference (virtual) Hymans Valuation Training (virtual) PLSA ESG Conference (virtual) Aon Cyber Resilience (virtual) Responsible Investments (virtual) Conflicts of Interest Training (virtual) Governance Conference (virtual)	08/03/2021 21/06/2021 Summer 21 12/07/2021 8&22/07/21 22/09/2021 17/11/2021 January 22 01/02/2022 9&10/03/22 08/03/2022 26/07/2022 25/11/2022 19-20/01/23 13/09/2023

<b>Member</b>	<b>Event</b>	<b>Date</b>
	PLSA Webinar: The Mansion House reforms - Where do we stand now? Pooling Consultation Training Session Managing risk in the LGPS - a spotlight on longevity risk LGPS Governance Conference 2024 Hyman's Managing risk in the LGPS - a spotlight on cyber risk Aon's TPR's New General Code of Practice and Public Service Schemes webinar	29/09/2023 05/10/2023 18/01/2024 24/01/2024 29/01/2024
Barry O'Sullivan [Appointed 16 July 2015]	Aon Cyber Resilience Training (virtual) Governance and Fiduciary Duty (virtual) Aon 7 Core Competency Modules (virtual) Aon/Cyber Griffin - Cyber Resilience (virtual) Unison De-carbonising Pension Investments (virtual) LGA Governance Conference (face to face) Hymans Valuation Training (virtual) Hymans Planning for the 2021 valuation webinar Aon Cyber Resilience (virtual) Responsible Investments (virtual) Conflicts of Interest Training (virtual) Person Liability and LDI (virtual) Governance Conference (face to face) Pooling Consultation Training Session Investor Day LGA Conference	08/03/2021 21/06/2021 Summer 21 8&22/7/21 10/12/2021 January 22 01/02/2022 02/02/2022 08/03/2022 26/07/2022 25/11/2022 16/12/2022 19-20/01/23 29/09/2023 21/11/2023 18-19/01/24
Val Limb [Appointed 1 January 2021]	Aon Cyber Resilience Training (virtual) DG Publishing Responsible Investments Seminar (virtual) PLSA ESG Conference (virtual) Governance and Fiduciary Duty (virtual) Aon 7 Core Competency Modules (virtual) Barnett Waddingham & CIPFA LGPS Local Pension Boards Annual event (virtual) Aon/Cyber Griffin - Cyber Resilience (virtual) Hymans Valuation Training (virtual) Aon Cyber Resilience (virtual) PLSA Local Authority Conference (virtual) Link Investment Day (virtual) Responsible Investments (virtual) Cyber Griffin Cyber Resilience (virtual) Conflicts of Interest Training (virtual) Person Liability and LDI (virtual) Governance Conference (virtual) Pooling Consultation Training Session	08/03/2021 28/04/2021 18/05/2021 21/06/2021 Summer 21 23/06/2021 8&22/07/21 01/02/2022 08/03/2022 9&10/03/22 13/05/2022 26/07/2022 18,24/10/22 25/11/2022 16/12/2022 19-20/01/23 29/09/2023

Member	Event	Date
	Introduction to Cyber Risk	23/08/2023

It is important to note that at the beginning of the pandemic all face-to-face training was cancelled. It took time for virtual training to be set up so there was less training available for much of 2020 than would otherwise have been the case.

A Local Pension Board is also required to prepare and keep updated a list of the core documents recording policy about the administration of the Fund and make sure that the list and documents (as well as the rules of the LGPS) are accessible to its members.

[The Pensions Service has prepared such a list for Cambridgeshire Local Pension Board members, which is available here.](#)

# Reporting Breaches of the Law to the Pensions Regulator Policy

In accordance with section 70 of the Pensions Act 2004, certain individuals must report to the Pensions Regulator as soon as reasonably practicable where that individual has reasonable cause to believe that:

- a duty which is relevant to the administration of the LGPS, and is imposed by or by virtue of an enactment or rule of law, has not been or is not being complied with; and
- the failure to comply is likely to be of material significance to the Regulator in the exercise of any its functions.

This obligation directly applies to each individual who is a member of the Local Pension Board. The Local Pension Board must therefore have effective arrangements in place to meet its duty to report breaches of law.

At its meeting on 21 October 2015, the Cambridgeshire Local Pension Board was informed that, in line with the Pensions Regulator's Code of Practice number 14 (Governance and administration of public service pension schemes), the Fund had developed a policy that sets out the mechanism for reporting breaches of the law.

The policy ensures that those with a responsibility to report breaches of the law are able to meet their legal obligations, by analysing situations effectively in order to make an informed decision on whether a breach has been made.

As the Cambridgeshire Pension Fund Board does not have decision making powers, the Board is not able to approve this policy. Instead, it reviewed the Policy on 21 October 2015 before it was approved by the Pension Fund Committee at its meeting on 22 October 2015. The Policy was subsequently reviewed by the Board on 6 July 2018 and 1 July 2022.

[The current version of the "Reporting Breaches of the Law to the Pensions Regulator Policy" is available here.](#)

# Work Programme 2023-24

The Cambridgeshire Local Pension Fund Board met four times in 2023-24, on 30th June 2023, 3rd November 2023, 26th January 2024 and 26th April 2024.

## Board Meeting – 30th June 2023

This was the first meeting of the Board in the municipal year. The Board considered the Administration Report, Business Plan Update, Governance and Compliance Report, Training Strategy, Risk Monitoring, and ACCESS update.

## Board Meeting – 3rd November 2023

The Board considered the Internal Audit Report, Administration Performance Report, Annual Business Plan Update Report 2023-24, Governance and Compliance Report, Potential Breaches of the Law Report, Cash Management Strategy, Annual Report, Risk Monitoring, Cyber Resilience and Data Protection, Additional Contribution (AVC) Provider administration and investment performance review, and ACCESS update.

The Board was pleased to note the development of the customer journey key performance indicator (KPI) and discussed the development of the new KPI.

## Board Meeting – 26th January 2024

The Board received reports on Annual Report and Statement of Accounts 2022-23, Administration Performance, Pension Fund Annual Business Plan Update 2023/24, Governance and Compliance, Administration Strategy, Cyber Resilience, Risk Monitoring and ACCESS update.

## Board Meeting – 26th April 2024

Members considered the following reports: Administration, Annual Business Plan and Medium-Term Strategy, Governance and Compliance, Communications, Equality, Diversity and Inclusion, Cashflow Projections, Risk Monitoring, Additional Voluntary Contributions, and ACCESS update.

The agendas and minutes of the above meetings are available [here](#)

# Work Programme 2024-25

The Cambridgeshire Local Pension Board maintains a work programme (agenda plan) which is considered at every meeting. The Work Programme for 2024-25 is as set out below:

## 28 June 2024

- Recruitment Update Report
- Administration Report
- Governance and Compliance Report
- Business Plan Update
- Overpayment of Pension Entitlement and Debt Recovery Policy
- UK Stewardship Code 2020 Submission
- Risk Monitoring

## 1 November 2024

- Membership Update Report
- Administration Report
- Business Plan Update
- Governance and Compliance Report
- Effectiveness Review
- Audit Plan 2023-24
- Anti-Fraud and Corruption Policy
- Pension Dashboards
- General Code of Practice Compliance
- Annual Report 2023-24
- Risk Monitoring
- ACCESS Update

## 31 January 2025

- Administration Report
- Business Plan Update
- Governance and Compliance Report
- Communication Plan
- Training Strategy
- Administration Strategy
- Final Annual Report
- External Audit Plan Results Report and Statement of Accounts
- Risk Strategy
- Cyber Strategy
- Payment of Employee and Employer Pension Contributions Policy
- Investment Strategy Statement
- Pension Dashboards
- Admission Bodies Scheme Employers and Bulk Transfer Policy

- Risk Monitoring
- ACCESS Update

#### 4 April 2025

- Administration Report
- Business Plan Update
- Governance and Compliance Report
- Annual Business Plan and Medium-Term Strategy
- Pension Dashboards
- Equality, Diversity and Inclusion Policy
- Multiple Investment Strategies
- Risk Monitoring
- ACCESS Update

The Pension Fund Board supports the Pension Fund Committee in meeting its statutory obligations. The agenda plan for the year ensures a balance of pre and post scrutiny review on policies and strategies as well as information papers for comment and consideration. The work of the Board is delivered to the Committee to support its decision-making processes.

# Key Officers supporting the Local Pension Board

Head of Pensions

Mark Whitby

[Mark.Whitby@westnorthants.gov.uk](mailto:Mark.Whitby@westnorthants.gov.uk)

Governance & Regulations Manager

Michelle Oakensen

[Michelle.Oakensen@westnorthants.gov.uk](mailto:Michelle.Oakensen@westnorthants.gov.uk)

Democratic Services Officer

Richenda Greenhill

[richenda.greenhill@cambridgeshire.gov.uk](mailto:richenda.greenhill@cambridgeshire.gov.uk)

Democratic Services Assistant

Sophie Rankine

[sophie.rankine@cambridgeshire.gov.uk](mailto:sophie.rankine@cambridgeshire.gov.uk)





**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

Agenda Item No.11(a)

## Reports from Constituent Council Representatives on the Combined Authority

The following meetings have taken place in October 2024.

Combined Authority Board, 16 October 2024

Councillor Lucy Nethsingha

Decision Summary Link: [Combined Authority Board \(October\)](#)

Skills and Employment Committee, 21 October 2024

Councillor Lucy Nethsingha

Decision Summary Link: [Skills and Employment Committee \(October\)](#)

Investment Committee, 21 October 2024

Councillor Lucy Nethsingha

Decision Summary Link: [Investment Committee \(October\)](#)

Environment and Sustainable Communities Committee, 25 October 2024

Councillor Lorna Dupré

Decision Summary Link: [Environment and Sustainable Communities Committee \(October\)](#)