

Advice note on Elected Member involvement in the Greater Cambridge City Deal

1. Objective

- 1.1. To ensure Councillors from Cambridge City Council, South Cambridgeshire District Council and Cambridgeshire County Council know how they can find out about, and influence, the Greater Cambridge City Deal (GCCD).

2. City Deal Governance and consultation

- 2.1. South Cambridgeshire District Council, Cambridge City Council and Cambridgeshire County Council decided in 2014 to take joint decisions on schemes and projects to deliver the GCCD.
- 2.2. Each Council nominates one voting member on the Executive Board, which decides on the significant infrastructure programme and specific work on housing, skills and smart infrastructure. Joint decision making on these schemes and projects is a key principle of the GCCD, and the Executive Board aims to take decisions by consensus.
- 2.3. The three Councils also decided that planning decisions on GCCD schemes will be taken by the Joint Development Control Committee – Cambridge Fringes (JDCC), which comprises Councillors all the Councils.
- 2.4. Councillors are fully involved in the GCCD programme through:
 - 2.4.1. Joint decision-making by their Council's representative on the Executive Board.
 - 2.4.2. Their Council's representatives on the Joint Assembly, which provides advice to the Executive Board
 - 2.4.3. Joint work by Officers, including oversight of Officer work by the City Deal Programme Board and Chief Executive Steering Group.

3. Elected member involvement and consultation

- 3.1. Councillors will naturally want to know what the GCCD is doing for their wards and divisions, so they can communicate benefits, understand risks and influence impacts. Councillors are informed about key milestones on GCCD schemes in their own wards or divisions, and all Councillors get regular progress updates on the GCCD as a whole.
- 3.2. Regular Member briefings on the GCCD are held: Cambridge City Council and Cambridgeshire County Council include an annual briefing in their member seminar series, and South Cambridgeshire District Council organises specific sessions. All GCCD briefings are open to Councillors from all three Councils. Councillors are encouraged to attend these sessions, to contribute their expertise, seek information and have their views heard.
- 3.3. Councillors are offered briefings from lead officers on individual GCCD schemes at key points in their development, such as just before a consultation. They are invited

to consultation exhibitions and may choose to respond to consultations in their capacity as Councillors if they are not members of bodies taking decisions after those consultations. The normal rules on pre-disposition and pre-determination apply to members of the Joint Assembly and Executive Board.

- 3.4. Decision sheets, draft minutes and agenda packs are sent to all Members of the three partner Councils, for their information, by email to ensure that they are all as informed as possible as to when anything relating to City Deal meetings is published.
- 3.5. For transport corridor schemes, local liaison forums (LLFs) will be established for each corridor, to involve Councillors and other key stakeholders in detailed scheme development, and to keep them informed of progress on major GCCD infrastructure schemes in their wards and divisions. The LLFs are consultative groups that will be established following initial consultation stage and will allow members and key stakeholders to input to the details of the scheme design as well as keeping them informed of progress. They involve individual or combinations of linked projects and generally cover the geographical corridors in which the project is being delivered. They will continue throughout the planning and construction phase, where they will help to facilitate communication between the contractor and the local community.
- 3.6. Councillors may wish to make their views on GCCD matters known to members of the Executive Board or Joint Assembly. The Joint Assembly is a forum for discussion with a wider range of members and stakeholders across the Greater Cambridge area, so that the Executive Board benefits from a wider range of expertise in making its decisions. Councillors may also speak at meetings of either the Executive Board or the Joint Assembly, at the Chair's discretion.

4. Council responses to consultations

- 4.1. The Councils do not need to respond to GCCD public consultations which are being held on infrastructure and other transport schemes as, via their representatives on the Executive Board, they are joint decision-makers.
- 4.2. The GCCD agreement involves a single, joint Local Plan for South Cambridgeshire and Cambridge City in the next local plan round. The detail of arrangements for this will be worked through, including how best to ensure the views of each Council shape its development.

References

GCCD Executive Board and Joint Assembly members and terms of reference – see http://www.cambridgeshire.gov.uk/citydeal/info/6/home/4/about_the_greater_cambridge_city_deal/5

Reports to the 3 Councils on the establishment of the City Deal governance: Cambridge City Council – see <http://democracy.cambridge.gov.uk/documents/s26912/Ex%20Cllr%20Rec%20-%20City%20Deal%20governance%20L.pdf>

Cambridgeshire County Council – see

<http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/AgendaItem.aspx?agendaItemID=10841>

South Cambridgeshire District Council – see

<http://scambs.moderngov.co.uk/documents/s78270/City%20Deal%20Executive%20Board%20Terms%20of%20Reference.pdf>

Greater Cambridge City Deal agreement -

<https://www.gov.uk/government/publications/city-deals-greater-cambridge>