



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING
THURSDAY, 18 JULY 2019

AGENDA AND REPORTS

South Cambridgeshire Hall
Cambourne Business Park
Cambourne, Cambridge
CB23 6EA

EXCLUSION OF PRESS AND PUBLIC

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act (as amended)."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

TO: The Chairman and Members of the
South Cambridgeshire District Council

NOTICE IS HEREBY GIVEN that the next meeting of the **COUNCIL** will be held in the **COUNCIL CHAMBER, FIRST FLOOR, SOUTH CAMBRIDGESHIRE HALL** at **2.00 P.M.** on

THURSDAY, 18 JULY 2019

and I therefore summon you to attend accordingly for the transaction of the business specified below.

DATED this 10th day of July 2019

Mike Hill
Interim Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.

AGENDA

- 1. APOLOGIES**
To receive apologies for absence from Members.
- 2. DECLARATIONS OF INTEREST**
To receive any declarations of interest for items on this agenda.
- 3. REGISTER OF INTERESTS**
Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.
- 4. MINUTES**
 - 4 (a) Annual Meeting - 16 May 2019**
To authorise the Chairman to sign the Minutes of the Annual meeting held on 16 May 2019.

A confidential minute containing exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) has been circulated to Members only at item 14 on the agenda.

(Pages 1 - 26)
 - 4 (b) Extraordinary Meeting - 4 July 2019**
To authorise the Chairman to sign the Minutes of the Extraordinary meeting of the Council held on 4 July 2019 as a correct record.

(Pages 27 - 28)

5. ANNOUNCEMENTS

To receive any announcements from the Chairman, Leader, the Executive or the Head of Paid Service.

6. QUESTIONS FROM THE PUBLIC

To note that no questions from the public have been received.

7. PETITIONS

To note that no petitions have been received since the last Council meeting.

8. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

To receive the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority in May and June 2019.

(Pages 29 - 76)

9. MEMBERSHIP OF COMMITTEES AND OUTSIDE BODIES

(a) To note and endorse the following changes in Committee memberships and substitute appointments:

Scrutiny and Overview Committee

- The replacement of Councillor Peter Topping by Councillor Graham Cone as a member of the Committee; and
- The replacement of Councillor Alex Malyon by Cllr Philip Allen as a substitute member of the Committee.

Cambridge Fringes Joint Development Control Committee

- The replacement of Councillor Dr. Ian Sollom by Councillor Eileen Wilson as a member of the Committee.

(b) To note, as indicated in the minutes of the Annual meeting, that Cambridge City Council has advised that the terms of reference of the Cambridge Fringes Joint Development Control Committee only permit two substitutes per political group represented on the committee. The revised substitute appointments are therefore as follows:

- Conservative – Councillors Graham Cone and Mark Howell
- Liberal Democrat – Councillors Sarah Cheung Johnson and Tumi Hawkins

(c) To note and endorse any other changes in the membership of committees which have been made in accordance with the wishes of the Leader of the political group to which the seat has been allocated.

(d) To appoint a Member to represent the Council on Cambridgeshire Horizons and to consider any other changes required in the membership of outside bodies.

10. QUESTIONS FROM COUNCILLORS

A period of 30 minutes will be allowed for this item to include those questions where notice has been provided (as set out on the agenda below) and questions which may be asked without notice.

Members wishing to ask a question without notice should indicate this intention to the Democratic Services Team Leader prior to commencement of the item. Members' names will be drawn at random by the Chairman until there are no further questions or until the expiration of the time period.

10 (a) From Councillor Judith Rippeth

I was very pleased to hear that we will be welcoming Syrian families into South Cambridgeshire and would like to hear how this initiative is progressing?

10 (b) From Councillor Geoff Harvey

This Council is committed to a 2050 target to reduce to zero, CO2 emissions in South Cambridgeshire. The Council is already taking the first steps. Photovoltaic panels at the Waterbeach depot provide renewable electricity directly. Under evaluation is a solar canopy for the car park of these offices. Nevertheless, the Council is, and will remain dependent on grid electricity for its operations, particularly in the winter months. It is therefore important to consider the provenance of our grid electricity as part of our overall drive to reduce the Council's own contribution to CO2 emissions. Following a query to officers it appears that the origin of our current electricity supply at South Cambridgeshire Hall has the following composition: 10.1% Coal, 53.5% Gas, 16.2% Nuclear, 16.8% Renewable and others 3%. British Antarctic Survey recently gave an excellent presentation on their own impressive efforts to reduce carbon footprint and the figure of 0.3% was given as the additional cost to switch to 100% RES (Renewable Energy Source) electricity, albeit that the previous tariff was not specified. What would it cost SCDC to follow the BAS example and in view of our commitments to mitigate climate change, should we not now also switch to a 100% RES electricity supply?

10 (c) From Councillor Peter Topping

How much money has been paid out under the Renewable Energy Fund and how much money has been paid out under the auspices of the Sustainable Parish Energy Partnership, even if the name of the fund has changed?

10 (d) From Councillor Heather Williams

Given the Local Plan is of such importance to all Councillors, will the Lead Member for Planning organise a repeat of the briefing given on the 4th July, and when?

10 (e) From Councillor Nick Wright

Will the Lead Member for Planning say how confident she is that the current trajectory of houses being built in South Cambridgeshire will be enough to maintain a five year land supply, and will she put in the public domain that trajectory?

10 (f) From Councillor Grenville Chamberlain

When will the electric powered refuse vehicles that the Lead Member for Environmental Services was photographed in front of in June actually arrive into service?

10 (g) From Councillor Bunty Waters

Major developments have routing restrictions imposed on them for trucks serving the construction site, and these restrictions are enforceable by the district council. Is the Lead Member for Environmental Services satisfied the Council is enforcing this for the Northstowe site, to protect nearby villages from days and nights of disruption?

10 (h) From Councillor Shrobona Bhattacharya

The residents of Cambourne and nearby villages were grateful for the decision by the Chairman of Planning Committee to allow additional time for the Cambourne West design code to be properly considered by members of the committee. Can the Lead Member for Planning please explain what efforts were made to consult with the Town Council for Cambourne on this issue?

10 (i) From Councillor Graham Cone

To ask the Lead Member for Finance, in the last 12 months how many acquisitions has Ermine Street Housing made?

11. NOTICES OF MOTION

A period of 30 minutes will be allowed for each Motion to be moved, seconded and debated, including dealing with any amendments. At the expiry of the 30 minute period, debate shall cease immediately, the mover of the original Motion, or if the original Motion has been amended, the mover of that amendment now forming the substantive motion, will have the right of reply before it is put to the vote.

11 (a) Standing in the name of Councillor Sarah Cheung Johnson

Council notes that domestic abuse against women is still too prevalent in our society. Men are also victims of domestic abuse but the statistics show women are overwhelmingly the victims. 2015 figures show two women a week are killed by a current or former partner and 6 out of 7 victims of Domestic Violence are women. This council commits to providing support to ongoing efforts by staff and councillors to take a stand against violence and to take the pledge never to commit, condone or remain silent about men's violence against women.

This Council notes that the White Ribbon Campaign is part of a global movement to end men's violence against women, and the Council commits to becoming a White Ribbon Accredited Authority so that it can ensure it has the necessary policies and procedures in place to reduce male violence against women in workplaces and public interaction.

Council understands that raising awareness plays a huge part in changing the cultural and social norms which are recognised as being highly influential in shaping individual behaviour, including the use of violence and Council will continue to work closely with local agencies and organisations involved in tackling violence against women to extend knowledge and understanding of the issues amongst South Cambridgeshire's population.

11 (b) Standing in the Name of Councillor Alex Malyon

This Council has already noted with great concern the issues associated with single use plastics and the global problem of plastic pollution. Currently 320 million new items of plastic are made every year, with this set to double by 2034. Every day

approximately 8 million pieces of plastic pollution find their way into our oceans. There may now be around 5.25 trillion macro and microplastic pieces floating in the open ocean, weighing up to 269,000 tonnes.

The Plastic Free Communities initiative provides a toolkit for communities to work to tackle this issue on a local level. Communities can work towards Plastic Free Community status by raising awareness of the need to reduce single use plastic use through community events. They work with local businesses and other community influencers such as churches or schools, to reduce dependence on single use plastics and encourage the use of alternatives. Nationally there are 561 communities who have achieved or are working towards this certification including a local community group in Cottenham.

A resolution passed by this Council in July 2018 committed to exploring ways in which we can significantly reduce the sale, provision and use of avoidable single-use plastics. In doing so we acknowledged the important role that this Council had to play in influencing others to do likewise.

This Council and its individual members therefore commit to supporting, encouraging and promoting the work of community groups and parishes who wish to join this growing network of UK Plastic Free Communities.

11 (c) Standing in the name of Councillor Nick Wright

In the last year councillors been receiving inch thick planning agendas and cabinet agendas sometimes over 700 pages. This is not only damaging Councillors' backs carrying them, but trees for paper supply; and causing unnecessary postage expenditure. The Conservative group proposes that SCDC Councillors' documents become paperless unless individual members request otherwise.

11 (d) Standing in the name of Councillor Dr. Ian Sollom

This Council:

Is deeply concerned by the financial outlook for schools in South Cambridgeshire due to a combination of inadequate government funding and increasing cost pressures.

Believes that the Government's failure to properly and fairly fund schools is jeopardising the education and future opportunities of young people in South Cambridgeshire and is particularly letting down more vulnerable children, such as those with special educational needs and disabilities, and those who need mental health support.

Notes with concern reports that many schools across the country are having to ask for donations from parents, cutting back teaching hours, reducing staff numbers, reducing mental health support and mentoring for vulnerable pupils. In South Cambridgeshire, where schools have historically been underfunded relative to other parts of the country, more extreme measures are beginning to be taken. For example, Fulbourn Primary School is switching to a four-and-a-half-day week from September, while another of our primary schools is likely to shrink to 3 classes from the current 4, meaning as many as 36 children from 3 different academic years, and up to 4 years age difference, will be taught in a single class. Many other headteachers in South Cambridgeshire are being forced to take similarly agonising decisions which will negatively impact educational outcomes. Schools are one of the

cornerstones upon which local communities in South Cambridgeshire are built and thrive, and the current funding situation risks real damage to those communities.

Further notes that years of real-terms pay cuts for teachers, coupled with the pressure caused by funding cuts in schools and an excessive workload that too often leads to physical and/or mental health issues, have led to a crisis in retention and recruitment in the teaching profession. This is driving thousands of dedicated professionals out of the jobs they love, and further undermining the quality of education in our schools.

Will make representations to the Secretary of State for Education and the Chancellor of the Exchequer, calling for them to:

- Reverse, in full, the real-terms cuts to per-pupil school budgets since 2015 – meaning schools in South Cambridgeshire would receive £3,837,946 additional funding in 2020.
- Guarantee that all basic equipment and resources, including support staff, are provided so that teachers can focus on delivering a high-quality education to their pupils and the number of talented teachers leaving the profession due to excessive workload may be reduced.
- Provide additional funding to Cambridgeshire and others across the country, to give more, fully funded support to children with special educational needs and disabilities.
- Fix the historic underfunding of Cambridgeshire schools by putting in place genuinely fairer funding through the National Funding Formula.

11 (e) Standing in the name of Councillor Gavin Clayton

This Council condemns the recent spike in hate crime and in particular that of homophobic hate crime.

This Council notes the need for proactive policy development and recruitment of a specialist officer due to increased levels of hate crime as reported (in Parliamentary Briefing Paper Number 08537, 28 March 2019, Hate Crime Statistics, By Grahame Allen, Yago Zayed). It shows Police Reported hate crimes by monitored strands in England have increased by 123% since 2011. In particular: Race 98% Religion 415% sexual orientation 415% Disability 313% and biggest increase of all for people who identify as transgender 427%

Now is not the time to be without a specialist Equality and Diversity Officer and with increasingly uncertain political and economic times ahead, this Council will work with neighbouring councils to build upon the Equality Pledge to construct and implement a Single Equality Scheme which is proactive in providing training across public, private and third sector partners and to join the Encompass Safer Spaces scheme so that there is a visible reassurance for LGBTQ+ residents of South Cambridgeshire.

11 (f) Standing in the name of Councillor Heather Williams

That this Council encourages youth engagement in local politics and specifically commits to organising a minimum of two events per year for those aged between 13 and 25. Parish councils and meetings would be invited by the district council to nominate young parish representatives to attend these events, and the Council would actively arrange and facilitate them, including meeting any associated costs.

11 (g) Standing in the name of Councillor Mark Howell

That this Council amends the constitution so that there are recorded votes on all committees, including advisory committees.

11 (h) Standing in the name of Councillor Grenville Chamberlain

This Council seeks to influence others towards good practice as well as ensuring its own approach is consistent with being an ethical employer. To achieve this, this Council directs the Chief Executive to ensure, on all future procurement activity, that suppliers of goods and services to this Council are encouraged to pay staff (both directly employed and sub-contracted staff) at rates which are not less than the Living Wage and that suppliers are encouraged not to engage staff on zero hours contracts.

11 (i) Standing in the name of Councillor Peter Topping

This Council instructs its representative on the Greater Cambridge Partnership Board to inform that body that until the Council has completed and published its own assessment of the environmental (including carbon neutral) requirements and conditions of the next Local Plan, so far as they relate to transport construction projects, this Council's representative will not approve any further work on bringing forward proposals for a park and ride at Harston or along the A428.

11 (j) Standing in the name of Councillor Pippa Heylings

This Council recognises that:

- we are facing an ecological emergency as well as a climate emergency;
- the challenge to balance economic growth with measures to protect and enhance nature has never been more urgent, given the unprecedented investment in infrastructure in the district alongside the increasing decline in biodiversity;
- opportunities are available through the planning system for improving nature by embedding the “environmental net gain” principle into development, including housing and infrastructure, in order to deliver environmental improvements;
- the conservation and enhancement of the natural environment play a pivotal role in our economy and wellbeing, providing wide-ranging benefits such as clean water and air, food, timber, carbon capture, flood protection and recreation.

Therefore, this Council aims to double the area of rich wildlife habitats, tree cover and accessible green space in order for nature and people to thrive, and businesses to prosper. In order to do so, the Council will:

- Ensure the delivery of biodiversity and environmental enhancements through our planning policy and development control functions by providing high-level guidance to support existing biodiversity policies as part of the Greater Cambridge Sustainable Design and Construction SPD and more detailed guidance for developers through the forthcoming Greater Cambridge Biodiversity SPD.
- Enable the development of a mandatory biodiversity net gain policy for South Cambridgeshire and Cambridge through the new Joint Greater Cambridge Local Plan, ensuring that this is a core principle for all future development across the Greater Cambridge Shared Planning Service.
- Identifying areas for tree planting for carbon sequestration, flood management, air quality improvement and other environmental services.

- Adopt the Developing Nature Toolkit and direct developers to use the toolkit to assist them in demonstrating a net gain in biodiversity, to be used from the very outset of planning new developments, and ideally at the time of selecting sites to acquire for development.
- Collaborate with our communities, Parish Councils and schools to encourage the planting of trees and the management of wildflower verges alongside roads.
- Continue to support Natural Cambridgeshire, the Local Nature Partnership (LNP), to deliver the Doubling Nature Vision for 'Cambridgeshire to be an exemplar for the landscape scale restoration of the natural environment'.

12. CHAIRMAN'S ENGAGEMENTS

To note the Chairman's engagements since the last Council meeting:

Date	Venue/Event	Attending
<u>May</u>		
Fri 17	The Great British SCDC Bake Off. SCDC	Chairman Vice Chairman
Sat 18	Opening of Southwell Court Care Home Melbourn	Chairman
Sun 19	Parklife Opening	Chairman Vice Chairman
Mon 20	Mayor, Councillor Gawthrop's memorial service at Great St Mary's Church	Chairman
Tue 21	Royal Garden Party, Buckingham Palace	Chairman
Fri 24	Meldreth, Shepreth and Foxton Community Rail Partnership Launch	Chairman
Wed 29	High Sheriff of Cambridge Drinks Reception. Burghley House, Stamford	Vice-Chairman
<u>June</u>		
Sat 08	The Bishop of Ely Drinks Reception Ely Cathedral	Chairman
Thur 13	Anglia Ruskin University Annual Friends and Supporters Dinner, London	Chairman

Sun 30	Unveiling of first Blue Plaque in South Cambridgeshire Girton College	Chairman
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July

Thu 4	Rotary Club Memory Café 100 th meeting	Chairman
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13. EXCLUSION OF PRESS AND PUBLIC

The press and public are likely to be excluded from the meeting during consideration of the following item in accordance with the provisions of Section 100(A) (4) of the Local Government Act 1972 (exempt information as defined in paragraphs 1, 2 and 4 of Schedule 12A of the Local Government Act 1972 (as amended)).

14. MINUTES

To authorise the Chairman to sign the confidential Minute of the Annual meeting held on 16 May 2019.

A Minute containing exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) has been circulated to Members of the Council only. The press and public are likely to be excluded from the meeting during any discussion on the accuracy of the exempt minute.

(Pages 77 - 80)

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

Notes to help those people visiting the South Cambridgeshire District Council offices

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Other Facilities

Facilities are available for nursing mothers. Please ask a member of staff for more information.

Toilets

Public toilets are available on each floor of the building next to the lifts.

Webcasting

Please note that Council meetings may be webcast for live and/or subsequent broadcast online. At the start of the meeting the Chairman will confirm if all or part of the meeting will be filmed by the Council. The footage will be on the Council's website, a copy of it will also be retained in accordance with the Council's data retention policy.

By attending the meeting, you are deemed to have consented to being filmed by the Council and to your name being disclosed during that meeting.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If

there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

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Agenda Item 4a

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Annual meeting of the Council held on
Thursday, 16 May 2019 at 2.00 p.m.

PRESENT: Councillor Dr. Douglas de Lacey – Chairman
Councillor Anna Bradnam – Vice-Chairman

Councillors: John Batchelor, Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott,
Dr. Martin Cahn, Nigel Cathcart, Grenville Chamberlain,
Sarah Cheung Johnson, Gavin Clayton, Graham Cone, Dr. Claire Daunton,
Clare Delderfield, Sue Ellington, Peter Fane, Neil Gough, Jose Hales,
Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon,
Peter McDonald, Brian Milnes, Judith Rippeth, Deborah Roberts, Nick Sample,
Bridget Smith, Hazel Smith, Peter Topping, Dr. Aidan Van de Weyer,
Bunty Waters, Heather Williams, John Williams, Eileen Wilson and Nick Wright

Officers:	Patrick Adams	Senior Democratic Services Officer
	Susan Gardner-Craig	Interim Corporate Services Director
	Mike Hill	Interim Chief Executive
	Kathrin John	Democratic Services Team Leader
	Peter Maddock	Deputy Head of Finance
	Rory McKenna	Deputy Head of Legal Practice
	Bob Palmer	Interim Executive Director

1. ELECTION OF CHAIRMAN OF THE COUNCIL 2019/20

Councillor Dr. Douglas de Lacey, the outgoing Chairman of the Council, withdrew from the Chamber prior to this item.

The Interim Chief Executive invited nominations for the office of Chairman of the Council for the 2019/20 Civic Year.

On the nomination of Councillor Bridget Smith, seconded by Councillor Nigel Cathcart, and there being no other nominations, Council

RESOLVED:

That Councillor Dr. Douglas de Lacey be elected as Chairman of the Council for the 2019/20 Civic Year.

Councillor Dr. de Lacey read out and signed the declaration of acceptance of office.

Councillor Dr. de Lacey thanked Members for their continuing support and confidence in him. He also expressed his gratitude to his wife, Penny, for her support during his first year in office. Councillor Dr. de Lacey advised that his charities for the coming year would continue to be the Trussell Trust and the Carers Trust.

2. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL 2019/20

The Chairman invited nominations for the appointment of Vice-Chairman of the Council for the 2019/20 Civic Year.

Councillor Anna Bradnam was nominated by Councillor Dr. Aidan Van de Weyer and this

nomination was seconded by Councillor Deborah Roberts.

There being no other nominations, Council

RESOLVED:

That Councillor Anna Bradnam be appointed Vice-Chairman of the Council for the 2019/20 Civic Year.

Councillor Bradnam read out and signed the declaration of acceptance of office.

Following her appointment, Councillor Bradnam expressed her gratitude to Members for their continuing support.

3. APOLOGIES

Apologies for absence were received from Councillors Philip Allen, Henry Batchelor, Philippa Hart, Pippa Heylings, Mark Howell, Tony Mason, Dawn Percival and Dr. Ian Sollom.

4. DECLARATIONS OF INTEREST

A declaration of interest was made as follows:

- Councillor John Batchelor declared a non-disclosable pecuniary interest in item 17 (Ermine Street Housing Limited and Shire Homes Lettings Limited) in his capacity as one of the Council's representatives on the Ermine Street Housing Limited Board and indicated that he would not participate in discussion and voting on the item.

5. REGISTER OF INTERESTS

Members were reminded that they needed to update their Register of Interests whenever their circumstances changed.

6. MINUTES

6 (a) Extraordinary Meeting - 21 February 2019

The minutes of the Extraordinary meeting of the Council held on 21 February 2019 were confirmed as a correct record for signature by the Chairman.

The Chairman noted that confidential minutes of the meeting (containing exempt information as defined in paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)) were set out at item 26 on the agenda and would be considered later in the meeting.

6 (b) Ordinary Meeting - 21 February 2019

The minutes of the ordinary meeting of the Council held on 21 February 2019 (pages 5 – 33) were confirmed as a correct record for signature by the Chairman.

7. ANNOUNCEMENTS

Councillor Bridget Smith, the Leader of the Council:-

- Reminded Members that the Parklife event would be taking place at Milton Country Park on 19 May 2019 and leaflets were available if anyone needed further information about the day.
- Reported that she had been appointed as an LGA peer mentor for two local authorities, namely Vale of White Horse and South Oxfordshire District Councils, both of which were located along the CamOx corridor.

8. **POLITICAL PROPORTIONALITY AND ALLOCATION OF SEATS TO COMMITTEES FOR 2019/20**

Council considered a report which sought approval to the establishment of committees; the allocation of seats on committees and the appointment of members and substitute members to committees. The report additionally requested the Council to appoint the Chairmen and Vice-Chairmen of committees and to re-appoint the Lead Independent Person and Deputy Independent Person for a further two-year term of office, subject to annual ratification.

Details of the nominations for committees, substitute places and committee chairmen were tabled at the meeting. The allocation of seats included a proposal for the Liberal Democrat Group to continue to cede a seat to Councillor Dr. Douglas de Lacey on each of the Civic Affairs and Cambridge Fringes Joint Development Control Committees. Whilst this technically upset the political balance requirements, these appointments could be made by the Council provided that no Councillor voted against the alternative arrangements.

Councillor Bridget Smith, the Leader of the Council, moved and Councillor Dr. Aidan Van de Weyer, seconded the approval of the recommendations in the report.

The Chairman of the Council received confirmation that no Member of the Council had objections to any of the recommendations.

Council, by affirmation

RESOLVED:

To approve:-

(a) The allocation of seats on committees, joint and advisory committees as follows:

Ordinary Committees:

Committee	No. of seats	Conservative	Liberal Democrat	Independent	Labour
Civic Affairs	9	2	6	0	1
Audit and Corporate Governance	7	2	5	0	0
Employment and Staffing	7	2	5	0	0
Licensing	14	3	9	1	1

Planning	11	3	7	1	0
Scrutiny and Overview	14	3	9	1	1
Total	62	15	41	3	3

Joint and Advisory Committees

Committee	No. of seats	Conservative	Liberal Democrat	Independent	Labour
Joint Development Control Committee – Cambridge Fringes	6	2	4	0	0
Climate Change and Environment Advisory Committee	7	2	5	0	0
Grants Advisory Committee	5	1	4	0	0

(b) The nominations of the Political Group Leaders/Independent Group Convenor to seats on committees and joint bodies, as set out below:

Audit and Corporate Governance Committee

Liberal Democrat	Conservative	Independent	Labour
1. Tony Mason 2. Nick Sample 3. John Batchelor 4. Eileen Wilson 5. Brian Milnes	1. Mark Howell 2. Heather Williams		

Substitutes in hierarchical order

1. Clare Delderfield 2. Dawn Percival	1. Nick Wright 2. Bunty Waters 3. Tom Bygott 4. Peter Topping 5. Grenville Chamberlain		
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Civic Affairs Committee

Liberal Democrat	Conservative	Independent	Labour
1. Claire Daunton 2. Henry Batchelor 3. Martin Cahn 4. Bridget Smith 5. Aidan Van de Weyer	1. Peter Topping 2. Mark Howell	1. Douglas de Lacey (<i>seat accepted from Liberal Democrats</i>)*	1. Nigel Cathcart

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Bill Handley 2. Geoff Harvey 3. Steve Hunt 4. Eileen Wilson	1. Bunty Waters 2. Nick Wright 3. Tom Bygott 4. Sue Ellington 5. Graham Cone		Gavin Clayton

Employment and Staffing Committee

Liberal Democrat	Conservative	Independent	Labour
1. Henry Batchelor 2. Dawn Percival 3. Sarah Cheung Johnson 4. Claire Daunton 5. John Williams	1. Mark Howell 2. Peter Topping		

Substitutes in hierarchical order

1. Claire Delderfield 2. Peter McDonald.	1. Sue Ellington 2. Graham Cone 3. Nick Wright 4. Heather Williams 5. Bunty Waters		
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Licensing Committee

Liberal Democrat	Conservative	Independent	Labour
1. Anna Bradnam 2. Eileen Wilson 3. Clare Delderfield 4. Peter Fane 5. Jose Hales 6. Bill Handley 7. Geoff Harvey 8. Steve Hunt 9. Peter McDonald	1. Shrobona Bhattacharya 2. Graham Cone 3. Heather Williams	1. Deborah Roberts	1. Nigel Cathcart

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Nick Sample	1. Sue Ellington 2. Nick Wright 3. Bunty Waters 4. Mark Howell 5. Ruth Betson	1. Douglas de Lacey	1. Gavin Clayton

Planning Committee

Liberal Democrat	Conservative	Independent	Labour
1. John Batchelor 2. Pippa Heylings 3. Martin Cahn 4. Peter Fane 5. Bill Handley 6. Brian Milnes 7. Judith Rippeth	1. Peter Topping 2. Heather Williams 3. Nick Wright	1. Deborah Roberts	

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Henry Batchelor 2. Anna Bradnam 3. Eileen Wilson 4. Tumi Hawkins	1. Grenville Chamberlain 2. Mark Howell 3. Shrobona Bhattacharya 4. Sue Ellington 5. Graham Cone	1. Douglas de Lacey	

Scrutiny and Overview Committee

Liberal Democrat	Conservative	Independent	Labour
1. Brian Milnes 2. Anna Bradnam 3. Martin Cahn 4. Sarah Cheung Johnson 5. Claire Daunton 6. Geoff Harvey 7. Steve Hunt 8. Peter McDonald 9. Judith Rippeth	1. Grenville Chamberlain 2. Ruth Betson 3. Peter Topping	1. Douglas de Lacey	1. Gavin Clayton

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Henry Batchelor 2. Peter Fane 3. Alex Malyon 4. Jose Hales 5. Clare Delderfield	1. Graham Cone 2. Mark Howell 3. Sue Ellington 4. Buntly Waters 5. Shrobona Bhattacharya	1. Deborah Roberts	1. Nigel Cathcart

Advisory Committees**Climate and Environment Advisory Committee**

Liberal Democrat	Conservative	Independent	Labour
1. Pippa Heylings 2. Martin Cahn 3. Peter Fane 4. Jose Hales 5. Geoff Harvey	1. Graham Cone 2. Grenville Chamberlain		

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Eileen Wilson 2. Judith Rippeth	1. Heather Williams 2. Shrobona Bhattacharya 3. Nick Wright 4. Tom Bygott 5. Peter Topping		

Grants Advisory Committee

Liberal Democrat	Conservative	Independent	Labour
1. Jose Hales 2. Claire Daunton 3. Clare Delderfield 4. Peter McDonald	1. Sue Ellington		

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Bill Handley 2. Martin Cahn 3. Sarah Cheung Johnson	1. Bunty Waters 2. Shrobona Bhattacharya 3. Mark Howell 4. Heather Williams 5. Peter Topping		

Joint Committees**Cambridge Fringes Joint Development Control Committee**

Liberal Democrats	Conservatives	Independent	Labour
1. Steve Hunt 2. Ian Sollom 3. John Williams+ + Spokesperson	1. Tom Bygott 2. Grenville Chamberlain	1. Douglas de Lacey (<i>seat accepted from Liberal Democrats</i>)*	

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent Group	Labour
1. Sarah Cheung Johnson 2. Tumi Hawkins 3. Eileen Wilson**	1. Graham Cone 2. Mark Howell 3. Bunty Waters** 4. Peter Topping** 5. Sue Ellington**		

(Note:

*The Council, with no one voting against, approved a departure from the rules of political proportionality, in accordance with Section 17 of the Local Government and Housing Act 1989, in respect of the allocation of seats on the Civic Affairs Committee and the Joint Development Control Committee – Cambridge Fringes.

** The Council has subsequently been advised that the terms of reference of the Cambridge Fringes Joint Development Control Committee only permit two substitutes per political group represented upon the committee.)

(c) The appointment of Chairmen and Vice-Chairmen of Committees for 2019/20 as follows:

Committee	Chairman	Vice-Chairman
Audit and Corporate Governance	Cllr Tony Mason	Cllr Nick Sample
Civic Affairs	Cllr Douglas de Lacey	Cllr Claire Daunton
Employment and Staffing	Cllr Henry Batchelor	Cllr Dawn Percival
Licensing	Cllr Anna Bradnam	Cllr Eileen Wilson
Planning	Cllr John Batchelor	Cllr Pippa Heylings
Scrutiny and Overview	Cllr Grenville	Cllr Brian Milnes

	Chamberlain	
Grants Advisory	Cllr Jose Hales	Cllr Clare Delderfield
Climate Change and Environment Advisory	Cllr Pippa Heylings	Vice-Chairman (Environment): Cllr Martin Cahn Vice-Chairman (Climate Change): Cllr Geoff Harvey

(d) The re-appointment of Grant Osbourn as the Council's Lead Independent Person and Gillian Holmes as the Council's Deputy Independent Person for a further two years, subject to annual ratification.

9. NOTIFICATION BY LEADER OF THE COUNCIL OF THE MEMBERSHIP OF THE CABINET FOR 2019/20

Councillor Bridget Smith, the Leader of the Council, advised the Council of the composition of the Cabinet for 2019/20 and in particular was pleased to report that Councillor Bill Handley had joined the Cabinet as the Lead Cabinet Member for Licensing and Environmental Services.

Council **NOTED** the appointments made by the Leader of the Council to the Cabinet for 2019/20 as follows:-

Cabinet Responsibility	Lead Cabinet Member
Leader of the Council	Councillor Bridget Smith
Deputy Leader (Statutory) and Lead Cabinet Member for Strategic Planning and Transport	Councillor Dr. Aidan Van de Weyer
Deputy Leader	Councillor Neil Gough
Customer Services and Business Improvement	Councillor Philippa Hart
Environmental Services and Licensing	Councillor Bill Handley
Finance	Councillor John Williams
Housing	Councillor Hazel Smith
Planning	Councillor Dr. Tumi Hawkins

10. APPOINTMENTS TO CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

Council considered a report setting out the appointments to the Combined Authority for the 2019/20 Civic Year. It was noted that the allocation of places available on the non-executive committees was in accordance with the Combined Authorities (Overview and Scrutiny, Access to Information and Audit Committees) Order 2016, which required

membership of those committees to reflect, so far as reasonably practical, the balance of the political parties of the constituent councils when taken together.

Councillor Bridget Smith, the Leader of the Council, moved and Councillor Dr Aidan Van de Weyer, Deputy Leader (Statutory) and Lead Cabinet Member for Strategic Planning and Transport, seconded the proposed appointments as set out in the supplement to the agenda tabled at the meeting.

Council, by affirmation

RESOLVED:

1. To approve appointments to the Cambridgeshire and Peterborough Combined Authority for 2019/20 as set out below:-

(a) Combined Authority

Councillor Bridget Smith

Substitute: Councillor Dr. Aidan Van de Weyer

(b) Combined Authority Overview and Scrutiny Committee

Councillor Grenville Chamberlain

Councillor Pippa Heylings

Substitutes: Councillor Peter Fane (for Councillor Heylings)
Councillor Peter Topping (for Councillor Chamberlain)

(c) Combined Authority Audit and Governance Committee

Councillor Tony Mason

Substitute: Councillor Peter Fane

2. To authorise the Chief Executive to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee, in consultation with the Political Group Leaders, if the political balance is amended by the Combined Authority between now and the next Council meeting.

11. APPOINTMENTS TO OUTSIDE BODIES

Council noted the current list of appointments to outside bodies as set out in pages 23 – 25 of the supplement circulated on 14 May 2019.

Council by affirmation

RESOLVED:

To note appointments to outside bodies as set out in the circulated supplement and to approve the following amendment:

- Councillor Jose Hales to be appointed to the Cambridgeshire Community Covenant Board in place of Councillor Hazel Smith.

12. AGREEMENT OF SCHEME OF DELEGATION OF COUNCIL FUNCTIONS

Council was invited to agree the Scheme of Delegation of Council Functions as set out in Part 3 of the Constitution. The relevant section was Table One (Responsibility for Council Functions).

The Chairman moved the approval of the Scheme of Delegation of Council Functions and Councillor Dr. Aidan Van de Weyer seconded the proposal.

Council, by affirmation

RESOLVED:

To approve the Scheme of Delegation of Council Functions as set out in Part 3 of the Constitution.

13. QUESTIONS FROM THE PUBLIC

No questions from the public had been received.

14. RECOMMENDATIONS TO COUNCIL**14 (a) Appointment of Chief Finance Officer (s151) (Employment and Staffing Committee, 25 April 2019)**

Councillor John Williams, the Lead Cabinet Member for Finance, in the absence of the Chairman and Vice-Chairman of the Employment and Staffing Committee, proposed the recommendation of the Committee, following its meeting on 25 April 2019, with regard to the appointment of the Chief Finance Officer (Section 151 Officer) as the contract of the individual currently holding the role would end on 17 May 2019. The Council was obliged to appoint a suitably qualified officer as Section 151 Officer to be responsible for the proper administration of its financial affairs. Mr Peter Maddock, who had recently joined the Council, was suitably qualified and experienced and had previously held the role of Section 151 Officer at another local authority.

Councillor Bill Handley seconded the proposal.

Councillor John Williams thanked Bob Palmer, Interim Executive Director and Chief Finance Officer, for his efforts during his time in the role and commended him for the positive improvements that he had made in terms of management of the Council's finances. The Chairman of the Council added his thanks to Mr. Palmer and suggested that the Council would continue to feel the benefits of his tenure in the future. Mr. Palmer responded to Members' thanks and was pleased to note the sound financial basis of the Council going forward.

Council by affirmation

RESOLVED:

1. To note that:
 - (a) The contract of the individual who currently held the role of Chief Finance Officer (S151) would end on 17 May 2019.
 - (b) The Council needed to act swiftly to put into effect arrangements in

accordance with statutory requirements set out in the Local Government Act 1972.

2. To appoint Mr Peter Maddock as Chief Finance Officer (S151) to Full Council with effect from 18 May 2019.

15. SCRUTINY AND OVERVIEW COMMITTEE ANNUAL REPORT 2018/19

Councillor Grenville Chamberlain, Chairman of the Scrutiny and Overview Committee, proposed receipt of the Scrutiny and Overview Committee Annual Report for 2018/19. In so doing, he thanked Members who had served on the committee for their hard work over the past year.

Council **RECEIVED** the Scrutiny and Overview Committee Annual Report for 2018/19.

16. CIVIC AFFAIRS COMMITTEE ANNUAL REPORT 2018/19

The Chairman of the Council, in his capacity as Chairman of the Civic Affairs Committee, proposed receipt of the Civic Affairs Committee Annual Report for 2018/19.

Council **RECEIVED** the Civic Affairs Committee Annual Report for 2018/19.

17. SOUTH CAMBS LIMITED AND SHIRE HOMES LETTINGS LIMITED

Mike Hill, Interim Chief Executive, left the Chamber prior to discussion upon this item.

Councillor Hazel Smith, Lead Cabinet Member for Housing proposed the re-appointment of Mike Hill to serve as a Director of South Cambs Limited.

Councillor John Williams, Lead Cabinet Member for Finance, seconded the proposal.

Councillor Heather Williams noted that the agenda item heading referred to Ermine Street Housing Limited which was the trading name for South Cambs Limited and it was confirmed that the agenda should have instead have referred to the latter name.

Councillor Hazel Smith proposed and Councillor Dr. Tumi Hawkins seconded that Councillor Peter Fane be appointed as a Director of Shire Homes Lettings Limited.

By affirmation, Council

RESOLVED:

1. To re-appoint Mike Hill as a Director of South Cambs Limited in an executive capacity for a further twelve months; and
2. To appoint Councillor Peter Fane as a Director of Shire Homes Lettings Limited in a non-executive capacity.

18. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

The Council noted reports prepared by the Cambridgeshire and Peterborough Combined Authority summarising the work of the Authority during January, February and March 2019.

Councillor Bridget Smith, the Leader of the Council and the Council's representative on

the Combined Authority Board:-

- Expressed the view that the summaries of the work of the Combined Authority as currently presented were not particularly helpful and that she hoped these would be looked at as part of the governance review which was under way.
- Reported that Government legislation had just been passed which would enable the £100m housing budget to be spent on affordable housing rather than just housing to be let at social rent. This would allow acceleration of the delivery of the housing programme and it was to be hoped that South Cambridgeshire would receive its fair share of the affordable housing budget.
- Commented on a proposal to establish a Cam Metro Board, comprising a mix of local authority and business representatives.
- Referred to discussions which had taken place to develop a growth company which would be involved in delivering on skills.
- Noted that a new Finance Officer had been appointed.
- Reported that the Combined Authority had undertaken a recruitment process for a new Chief Executive but unfortunately had failed to make an appointment.
- Referred to media reports regarding the appointment of the former Leader of East Cambridgeshire District Council to a Strategic Director role at the Combined Authority.
- Referred again to a governance review which was under way. She and the Leader of Cambridge City Council had taken the opportunity to feed their comments into that review. The previous system of portfolio holders had been replaced with a committee system but the Leader did not feel that this was currently functioning well as there was not representation from every local authority on each committee. Additionally the committees currently did not have any delegated powers. She was pushing for the membership of committees to be broadened so that every committee had representation from each constituent authority. It was hoped that the recommendations arising from the governance review would address some of these concerns.

Council **RECEIVED** the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority in January, February and March 2019.

19. MAJOR OPPOSITION GROUP LEADER'S ANNUAL STATEMENT

Councillor Peter Topping, the Leader of the Opposition, presented his annual statement.

Councillor Topping's statement included reference to:

- The commitment given in his previous annual statement that the opposition would not oppose for the sake of opposition and in that context drew attention to the action of the opposition in supporting the motion to transition to zero carbon by 2050 in the next Local Plan;
- Concerns regarding the work of the consultants on the organisational review and the associated costs; the cost of the previous Chief Executive's early retirement and in relation to staff turnover.
- The indication in the report of the consultants that the number of meetings had risen, and speculation as to which meetings these might be, noting that these did not include portfolio holder meetings which were no longer held; that two meetings of the Audit and Corporate Governance meetings had been cancelled, notwithstanding that the accounts had yet to be closed and that the mental health working group appeared to be on hold.
- Concern that the affordable housing for this phase of the Waterbeach development would be 30% and not the 40% affordable homes target.

A copy of the full statement may be viewed on the Council's website (Meetings and Councillor Information) or via the following link:

- [Major Opposition Leader's Statement](#)

Council **RECEIVED** the Major Opposition Leader's Annual Statement

20. WRITE OFF OF OUTSTANDING DEBTS

Councillor John Williams, the Lead Cabinet Member for Finance, presented a report which notified the Council of debts written off under powers delegated to the Lead Cabinet Member and Chief Finance Officer. This was being reported in line with the requirements of the Constitution.

The Council **NOTED** amounts written off under delegated powers as set out in the report of the Executive Director.

21. URGENT EXECUTIVE DECISIONS

The Council received an information report from the Monitoring Officer on a decision taken as a matter of urgency and which had been exempted from call-in under Scrutiny and Overview Procedure Rules 12.18 – 12.20. Rule 12.19 provided that decisions taken as a matter of urgency must be reported to the next available meeting of the Council.

The report indicated that a decision had been taken by the Executive Director, after consultation with the Property Investment Governance Board, to proceed with the purchase of 140 Cambridge Science Park for £13,000,000. The Chairman of the Council and Vice-Chairman of the Scrutiny and Overview Committee (in the absence of the Chairman) had agreed that the decision proposed was reasonable in all the circumstances and to it being treated as a matter of urgency. The decision was urgent as the vendor had required an urgent response from bidders for the property. Any delay in making a decision would have greatly reducing the Council's chances of being able to acquire the investment property.

Council **NOTED** the report.

22. QUESTIONS FROM COUNCILLORS

22 (a) From Councillor Claire Daunton

Could the Lead Member for Housing provide details of the Administration's plans for provision of housing for retirement?

Councillor Hazel Smith responded that the Council's Housing Strategy recognised the need for provision of homes of all types for older people, including 5% age exclusive homes and 7% specialist homes and extra care schemes. These negotiations were already going on with developers.

The Extra Care Scheme, Mill View at Hauxton, which was the Affordable Housing element on that site on the A10, was almost complete and Bedfordshire Pilgrims Housing Association was just finalising the care arrangements with the County Council. Cllr Hazel Smith noted that she had visited the scheme over the previous weekend and had picked up some brochures which she could share with any interested Members. The

scheme would provide 70 one and two bedroom apartments for affordable rent and shared ownership for people over 55 who needed at least an hour's care a week. The development included a cafe and roof garden, a guest suite for visitors, and space for a shop and a hair salon, if private enterprises took them on. The rental properties would be advertised through Homelink and allocated via an allocations panel, and the Shared Ownership were either a 75% maximum share, with no rent to pay, or a 50% share with rent making up the difference and an option to staircase up to 75%.

There were expected to be 62 age exclusive homes at Northstowe Phase 2A. Homes England were keen to see a wide provision of different housing types at Northstowe, and were currently planning the town centre phase. They had agreed with the Council to make provision for mature residents in their first phase and had provisionally agreed to 62 flats all for affordable rent. They had yet to identify the provider so design and mix were at an early stage although they expected Urban Splash to construct them. This was a modular building company, which would be involved in delivering some of the Homes England dwellings. Homes England were also in discussion with the NHS about further provision and this might include extra care in various tenures at Northstowe. This all supported the Healthy Town designation of Northstowe.

When talking to developers and Registered Providers about the housing mix on new developments, officers would consider whether homes for older people could be included in the mix, depending on the need in that town or village. The Council had a solid evidence base of the projected need for housing for older people, from the study commissioned in 2016 from Sheffield Hallam University and details could be passed on to any interested Member.

For the villages where local people wanted more homes for downsizing, the local answer could be an exception site providing some affordable housing for older people.

Councillor Dr. Daunton noted that the Housing Strategy document had referred to the possibility of a retirement village and asked, as a supplementary question, whether this idea was being taken forward?

Councillor Hazel Smith responded that the Housing Strategy had indicated that the Council would explore options to see whether the retirement village model would be suitable for the District. This could be further explored as part of the development of the next Local Plan. The Council would also be speaking with providers to understand the scale, viability, locational needs, population demographics, etc. that a retirement village required and there was also a need to understand the financial implications this may have for the County Council in terms of care costs and how this would fit in with their longer term plans. Councillor Hazel Smith concluded by commenting on the importance of ensuring that the residents of any retirement village were integrated into the wider community.

22 (b) From Councillor Eileen Wilson

This question is about the recruitment of a substantive Chief Executive to the Cambridgeshire and Peterborough Combined Authority. In August 2018, Martin Whiteley, then Chief Executive left his post. Just over a year after having been appointed to the post in July 2017. In October 2018, we learnt, following a Freedom of Information request, that he had received a pay-off of £94,500 which had been agreed by Mayor James Palmer without reference to the Executive Board. Two interim Chief Executives were appointed by the Mayor. The post was advertised, and applications closed in January 2019. In February, the interim Chief Executive advised the Combined Authority's Overview and Scrutiny Committee that shortlisting was taking place and that

a recommendation for a new Chief Executive would be submitted to the Combined Authority's Executive Board in March. We are now in May, some 9 months after the Chief Executive left and nothing further has been heard. Mayor Palmer had said previously that he didn't believe the public was even slightly interested in the pay off. However, the taxpayers that this Council serves do have an interest in how this post is going to be filled. Just two of the 7 Nolan Principles on standards in public life demand that those holding public office should take decisions in an open and transparent manner and are accountable to the public for their decisions and actions. In this spirit, this Council and the residents of South Cambridgeshire would wish to know how many candidates applied for the post and were subsequently shortlisted, interviewed and recommended to the Executive Board for appointment?

Councillor Bridget Smith, the Leader of the Council, referred to a response which she had received from the Interim Chief Executives of the Combined Authority with regard to the recruitment process for a permanent Chief Executive of the Authority. The response indicated that 20 applications had been received, of which 10 had been longlisted (and interviewed) and 4 shortlisted. One shortlisted candidate had withdrawn before interview with the remainder being interviewed by the Employment Committee on 26 March 2019. The Employment Committee had not made a recommendation to the Combined Authority Board and the Board had agreed to extend the appointment of the interim joint Chief Executives until the Annual meeting in May 2019 and would consider the matter again at that meeting.

Councillor Wilson, as a supplementary question, asked whether, given that a permanent appointment had not been made, the post would be advertised again and an open and fair recruitment process would be followed?

Councillor Bridget Smith indicated that, whilst it was to be hoped that the post would be advertised and that a transparent recruitment process would be adopted, she was unable to respond to the supplementary question. The position might become clearer following the Combined Authority's Annual meeting on 29 May 2019.

22 (c) From Councillor Nick Sample

As the recent evidence-based report to cabinet noted, larger villages in our district – such as Great Shelford, Sawston and Cottenham – are experiencing significant problems with parking control, which is the responsibility of Cambridgeshire Constabulary. Because parking enforcement is not a priority for the police, relatively little resource is allocated to it (152 parking tickets issued in 2017-18 across South Cambridgeshire). With growing populations in our larger villages, and increasing development and work opportunities drawing more commuters into the area, there is a need not only to address urgently the current issues, but also to look ahead and consider the medium-to-long term strategy for parking control. What role is there for South Cambs District Council in helping to solve the current issues around parking control, and in planning for the future?

Councillor Neil Gough, Deputy Leader, updated the Council on the work officers had been undertaking to explore the options with regard to parking enforcement. He reminded Members that enforcement was the responsibility of the Police however there were two options that could be considered. A local authority could apply to the Department of Transport to operate a civil parking enforcement scheme (CPE), however the relevant guidance required that such a scheme should not impose a financial burden on the Council Tax payer and it was difficult to see therefore how the Council could operate CPE unless another body, such as the County Council, was involved. The second option was improvement of existing parking enforcement. The Leader had

written to the Police and Crime Commissioner to encourage improved enforcement, but had been advised that this was not a priority when measured against other demands on the service. The Council had followed up its initial approach to emphasise the scope for exploring provision of additional funding to create additional Police Community Support Officer (PCSO) resource, possibly funded by affected parishes, but the latest communication from the Police was that such a proposal could not be supported having regard to other priorities and that there was a wish to avoid “post code policing”. Councillor Gough indicated that the Council would however continue to review whether there was any further opportunity of addressing parking enforcement via a CPE arrangement.

As a supplementary question, Councillor Nick Sample asked whether Councillor Gough was disappointed that the Police had not regarded improving parking enforcement as a good use of public money? Councillor Neil Gough confirmed his disappointment that it had not yet been possible to find a way forward but repeated that the Council would continue to explore options to improve parking enforcement. He further noted that the issue would be raised at the forthcoming Parish Council/Cabinet Liaison meeting and encouraged Members to discuss parking enforcement with their parish councils.

22 (d) From Councillor Dr. Martin Cahn

I was glad to represent the Council at the launch event for the inspiring and award-winning Marmalade Lane Cohousing development in Orchard Park on April 25th. Talking to the residents it transpired that one of the greatest problems for other groups that are currently embarking on such developments is the difficulty of finding suitable land. What consideration is being given to resolving this problem in the revision of the local plan and by other means?

Councillor Dr. Tumi Hawkins, Lead Cabinet Member for Planning, agreed that the Marmalade Lane Co-housing development was an inspiring scheme, both in terms of its appearance and more importantly because it provided the sort of housing that its residents wanted and indicated that she would welcome the development of similar schemes across the District. She was aware that access to developable land was a challenge to the delivery of such bespoke housing schemes, not only for more co-housing developments but also for custom and self builders. An important reason why land availability remained a hurdle was that the prospective developers of bespoke housing schemes were usually outbid by mainstream developers when seeking to purchase sites and cheaper land was usually only available in locations where its development would be contrary to the Local Plan. Councillor Dr. Hawkins indicated that, looking ahead to the new joint Local Plan, consideration would be given to what more the Council could do to boost the provision of a wider mix of housing types. Work would be commissioned this year to collect evidence of the different types of specialist housing needed in the District. Based on the evidence, consultation would then take place with the public and other stakeholders during the “Issues and Options” stage of the Local Plan process. Possible future options might include allocating sites for specific types of housing development; requiring large sites to include a specified mix of housing types or possibly allowing specified types of housing to come forward as a new form of exception housing, outside development frameworks. Other ideas for increasing the provision of specific types of housing would be welcomed.

Councillor Dr. Martin Cahn noted that it could take several years to adopt the Local Plan and, as a supplementary question, asked what the Council could do at an earlier stage to increase provision of specialist housing?

Councillor Dr. Tumi Hawkins responded that better evidence was needed as to the range

of housing needs to be addressed, noting that it might be possible through negotiation in respect of Local Plan Policy H/9 "Housing Mix" to achieve a more diversified housing offer on larger sites across the District. However the key was to obtain the appropriate evidence as to housing needs.

22 (e) From Councillor Mark Howell

The Chairman noted that as Councillor Howell was not present at the meeting, a written answer would be provided to his question.

22 (f) From Councillor Nick Wright

The Tree public house in Stapleford is listed as a community asset. Some of the top public houses in our district are owned or run by community groups. When will this administration at South Cambs District Council support the community group trying to save the pub by starting compulsory purchase proceedings against the owners?

Councillor Bridget Smith, the Leader of the Council, reported on her understanding that the Local Members had been working with the community group and that the group had sought their own legal advice. She believed that the legal advice had now been passed to the Council and was currently being considered, although she had not yet seen it. Additionally, she referred to the expectation that a planning application might be received from the owner of the property and this was likely to be a factor in determining whether the position of "last resort" required to proceed to CPO had been reached.

Councillor Nick Wright asked, as his supplementary question, for an honest answer so that the community group knew whether they were wasting their time or whether the Council would pursue a CPO which could take around 2 years to achieve.

Councillor Bridget Smith responded that sometimes honesty meant having to say that you did not know at this moment in time. She indicated her appreciation for the work of the community group but noted there were serious implications to be considered and that the Council had to take account of its responsibility to the wider Council Tax payers. Further information had come forward and it was not possible here and now to make a judgment. It was important that any decision was taken against the background of all the evidence and having regard to the full implications and risks. Councillor Bridget Smith indicated that she would be happy to meet again with the community group to discuss the process and repeated that the Local Members continued to work closely with the group.

22 (g) From Councillor Geoff Harvey

South Cambridgeshire District Council, Cambridgeshire County Council and the Citizens Advice Bureau all have resources which can be targeted to support EU nationals in achieving settled status.

However, can the Cabinet initiate coordination and pooling of these resources and signposting within these organisations to support our valued EU nationals?

Councillor Bridget Smith, the Leader of the Council, responded that the Brexit Advisory Group should be reconvened to consider how the Council could support its valued EU nationals. She noted that the Council had received circa £17k funding from the Government to enhance capacity and capability in preparation for Brexit related activities. The Brexit Advisory Group could play an important role in determining how this Government funding should be allocated.

Councillor Harvey asked whether the Council's website could be updated to provide prominent guidance to EU nationals on the EU settlement scheme, noting that Cambridgeshire County Council's website contained such information. The Leader undertook to arrange for the website to be updated accordingly.

22 (h) From Councillor Shrobona Bhattacharya

I have the pressure from the residents about the High Street development in Cambourne, do you have any updates for the residents of Cambourne?

Councillor Bridget Smith, the Leader of the Council, reported that work with Cambourne Town Council continued to progress and that she was in regular communication with the Town Council. With regard to the scheme that the Council had decided not to be an investor in, this was now with the developer and she understood that the developer was seeking to take the scheme to the market. Whilst not directly involved with the Cambourne High Street scheme, the Council was keen to develop a wider strategy for Cambourne and continued to engage actively with relevant parties, including Morrisons, to look at the improvements that could be made, including in the short term, to make Cambourne a more sustainable place to live.

As a supplementary question, Councillor Bhattacharya asked whether the Leader could give any more concrete information, including timescales, relating to any improvements for Cambourne?

Councillor Bridget Smith indicated that she would request those officers involved in the discussions to prepare a short report which she could share with Councillor Bhattacharya. She would also be happy to present this to the Town Council.

22 (i) From Councillor Peter Topping

Can the Leader give the number of affordable houses in South Cambridgeshire built or committed to be built in the past 12 months where funding has been allocated (either as a grant or a loan) from the £100m housing pot secured from HM Government for the Combined Authority?

Councillor Hazel Smith, Lead Cabinet Member for Housing, reported that there were two Combined Authority funded schemes that had provided 23 affordable homes, in Melbourn and Willingham, both of which were now nearing the stages of practical completion. Combined Authority funding had also been agreed for a further 52 properties in October 2018. So far, the Combined Authority had agreed to fund five schemes within South Cambridgeshire totalling £3,169,934 which represented 37% of the grant element of the funding allocated across the area so far. No Registered Providers (RPs) had applied for loans.

The Chairman ruled that the 30 minute time period allowed for Members' questions had now expired.

22 (j) From Councillor Heather Williams

The Chairman noted that as the time period for Members' questions had expired, Councillor Heather Williams would receive a written response to her question.

23. DATES OF COUNCIL MEETINGS 2019/20

Council **NOTED** the dates of Council meetings in 2019/20 as follows:-

Thursday 18 July 2019 at 2.00pm
Thursday 26 September 2019 at 2.00pm
Thursday 28 November 2019 at 2.00pm
Thursday 20 February 2020 at 2.00pm
Thursday 2 April 2020 at 2.00pm
Thursday 21 May 2020 (Annual Meeting) at 2.00pm

24. CHAIRMAN'S ENGAGEMENTS

The Council noted those engagements attended by the Chairman and Vice-Chairman of the Council since the last meeting.

(Note: Subsequent to the meeting, an error has been identified in the list of engagements attended by the Chairman/Vice-Chairman. The Vice-Chairman did not attend the Annual Council Meeting of the Women's Institute on 29 April 2019 as incorrectly indicated on the agenda sheet).

25. EXCLUSION OF PRESS AND PUBLIC

The Chairman invited the Council to consider whether the ensuing two items of business contained exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972 and whether the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Councillor Brian Milnes seconded the motion.

Whilst a formal vote was not taken on the motion, the following Members indicated that they were against it:-

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

RESOLVED:

That the following items of business contain exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972 and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The Chairman then moved:

That the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that, if present, there would be a disclosure to them of exempt information as defined in paragraphs 1, 2, 3 and 4 of Part 1 of Schedule 12A of the Act (as amended).

Councillor Brian Milnes seconded the proposal.

Whilst a formal vote was not taken on the motion, the following Members indicated that they were against the proposal:-

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Council

RESOLVED:

That the press and public be excluded from the meeting for the following items of business in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that, if present, there would be a disclosure to them of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of the Act (as amended).

26. MINUTES

The minutes of the extraordinary meeting of the Council held on 21 February 2019 (which contained exempt information as defined in paragraphs 1, 2 and 3 of Part I of Schedule 12A of the Local Government Act 1972 (as amended)) were approved for signature by the Chairman as a correct record, subject to inclusion therein of reference to the response given to a question from Councillor Heather Williams regarding the substitution arrangements for the meeting of Employment and Staffing Committee on 13 February 2019.

27. ORGANISATIONAL REVIEW

Mike Hill, Interim Chief Executive, withdrew prior to consideration of this item.

Councillor Peter Topping moved:

“That consideration of the recommendation of the Employment and Staffing Committee in relation to the Organisational Review be deferred until the Chairman or Vice-Chairman of the Committee are available to present it to the Council”.

The motion was seconded by Councillor Nick Wright.

Councillor Sarah Cheung Johnson observed that the recommendation had been agreed collectively by the Employment and Staffing Committee.

Councillor Heather Williams pointed that there had been one abstention at the Employment and Staffing Committee.

Upon being put to the vote, votes on the motion were cast as follows:

In favour (12):

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Nigel Cathcart, Grenville Chamberlain, Gavin Clayton, Graham Cone, Sue Ellington, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Against (24):

Councillors John Batchelor, Anna Bradnam, Sarah Cheung Johnson, Dr. Claire Daunton,

Dr. Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Jose Hales, Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon, Peter McDonald, Brian Milnes, Judith Rippeth, Deborah Roberts, Nick Sample, Bridget Smith, Hazel Smith, Dr. Aidan Van de Weyer, John Williams and Eileen Wilson.

Abstain (1):

Councillor Dr. Martin Cahn

The Chairman declared the motion to be lost.

Councillor Neil Gough, Deputy Leader, moved the recommendation of the Employment and Staffing Committee and provided further background and information on the proposals set out in the report. In so doing, he drew attention to additional recommendation (d) in the accompanying report of the Interim Corporate Director.

Detailed discussion ensued during which some Members raised concerns in relation to the proposals. Councillor Gough responded to the comments made.

Recommendations (a) and (b) in the report were agreed by affirmation.

Upon recommendation (c) in the report being put to the vote, votes were cast as follows:

In favour (23):

Councillors John Batchelor, Anna Bradnam, Dr. Martin Cahn, Sarah Cheung Johnson, Dr. Claire Daunton, Dr. Douglas de Lacey, Clare Delderfield, Neil Gough, Jose Hales, Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon, Peter McDonald, Brian Milnes, Judith Rippeth, Nick Sample, Bridget Smith, Hazel Smith, Dr. Aidan Van de Weyer, John Williams and Eileen Wilson.

Against (11):

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Deborah Roberts, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Abstain (1):

Councillor Peter Fane

The Chairman declared the motion to be carried.

Upon recommendation (d) in the report being put to the vote, votes were cast as follows:

In favour (26):

Councillors John Batchelor, Anna Bradnam, Dr. Martin Cahn, Nigel Cathcart, Sarah Cheung Johnson, Gavin Clayton, Dr. Claire Daunton, Dr. Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Jose Hales, Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon, Peter McDonald, Brian Milnes, Judith Rippeth, Nick Sample, Bridget Smith, Hazel Smith, Dr. Aidan Van de Weyer, John Williams and Eileen Wilson.

Against (11):

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Deborah Roberts, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Abstain (0):

The Chairman declared the motion to be carried.

Council

RESOLVED:

1. That the proposals to change the strategic management structure as set out in the report of the Interim Corporate Director, be noted.
2. That the Council's policies and legal requirements set out within the report, be noted.
3. That the recommendation of the Employment and Staffing Committee, set out at paragraph (c) of the report, together with the further recommendation set out at paragraph (d) in the report, be approved.

The Meeting ended at 4.10 p.m.

Minute Item 22

Appendix 1 to the Minutes of the Meeting of the Council held on 16 May 2019

Written Responses to Members' Questions

Minute 22 (e) Question from Councillor Mark Howell

Could the Leader please give the members of the Council an update what is going to be the use of the old site in Papworth Everard, and any other information which may be of relevance to the people of South Cambridgeshire and of Papworth Everard in particular

Response from the Lead Cabinet Member for Planning

The site of the Hospital in Papworth is allocated for development in the adopted Local Plan (Policy E/6). Last year officers had preliminary discussions with the Trust about their plans for the future. The Trust have not yet entered into formal pre-application discussions with the Local Planning Authority to progress the dialogue about future development of the site. Any future development will involve engagement with the community at both pre and post application stages.

Minute 22 (j) Question from Councillor Heather Williams

How much has the Council spent on temps and consultants in the last 12 months?

Response from the Lead Cabinet Member for Finance

In the financial year 2018/19, £3.21m was spent on Agency Staff and Consultants, a saving of £1.12m on the funds that were available by the under-spend on salaries (£2.19m) and the budgets for Agency Staff (£0.63) and Consultants (£1.51m excluding the Shared Services).

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Agenda Item 4b

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Council held on
Thursday, 4 July 2019 at 9.30 a.m.

PRESENT: Councillor Dr. Douglas de Lacey – Chairman
Councillor Anna Bradnam – Vice-Chairman

Councillors: Henry Batchelor, John Batchelor, Dr. Shrobona Bhattacharya, Tom Bygott, Dr. Martin Cahn, Nigel Cathcart, Grenville Chamberlain, Graham Cone, Dr. Claire Daunton, Clare Delderfield, Sue Ellington, Peter Fane, Neil Gough, Jose Hales, Bill Handley, Philippa Hart, Geoff Harvey, Dr. Tumi Hawkins, Pippa Heylings, Mark Howell, Steve Hunt, Tony Mason, Brian Milnes, Judith Rippeth, Bridget Smith, Hazel Smith, Dr. Ian Sollom, Peter Topping, Aidan Van de Weyer, Bunty Waters, Heather Williams, John Williams and Eileen Wilson

Officers:	Patrick Adams	Senior Democratic Services Officer
	Susan Gardner Craig	Interim Director of Corporate Services
	Peter Maddock	Deputy Head of Finance
	Rory McKenna	Deputy Head of Legal Practice
	Victoria Wallace	Democratic Services Officer

1. APOLOGIES

Apologies for Absence were received Councillors Philip Allen, Ruth Betson, Sarah Cheung Johnson, Alex Malyon, Peter McDonald, Dawn Percival and Nick Sample.

2. DECLARATIONS OF INTEREST

None.

3. EXCLUSION OF PRESS AND PUBLIC

The Chairman announced that the Council's discussion on the forthcoming item would be held in open session.

4. APPOINTMENT OF THE CHIEF EXECUTIVE

Councillor Henry Batchelor, Chairman of the Employment and Staffing Committee, explained that an independent firm had been employed to run the appointment process and under their guidance the Appointments Panel had recommended the best candidate. The Employment and Staffing Committee had unanimously supported this recommendation. Councillor Batchelor therefore proposed that Council agree the appointment of Liz Watts as Chief Executive Officer, Head of Paid Service, Electoral Registration Officer, Returning Officer and all other duties and delegations prescribed to the Chief Executive in the Council's Constitution.

Councillor Bridget Smith seconded this proposal by explaining that the Council had received over 60 enquiries regarding the post and that Liz Watts was the best candidate in an outstanding list of applicants. She expressed her thanks to the Interim Chief Executive for successfully managing an increased workload with cheerful enthusiasm. Councillor Smith also thanked the Interim Director of Corporate Services and her colleagues for their work in the appointments process.

Councillor Peter Topping supported the recommendation and expressed his thanks to the Interim Chief Executive for his hard work over the last few months.

Councillor Nigel Cathcart expressed the concern that the diversity and character of the District's villages could be lost amongst other competing objectives, such as the promotion of shared services.

A vote was taken and with 34 votes in favour, none against and one abstention, Council

AGREED to

- (a) Approve the appointment of Liz Watts as Chief Executive Officer and Head of Paid Service, Electoral Registration Officer and Returning Officer and to all other roles, duties and delegations that are prescribed to the Chief Executive in the Council's Constitution for South Cambridgeshire District Council.
- (b) Note that a provisional offer of employment has been made, subject to two exemplary references and eligibility checks in accordance with the Council's policies. The necessary references have been received.
- (c) Agree that the appointment commence on a date to be mutually agreed.
- (d) Agree that the salary to be offered is £129,930 which is within the Council's salary range for this post as set out in the Pay Policy Statement (£113,690 - £129,930 per annum).
- (e) Confirm that the appointment will be subject to a 6-month probation period.

The Meeting ended at 9.45 a.m.

Agenda Item 8



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority Member representatives

Meeting	Dates of Meeting	Representative
Overview and Scrutiny	31 st May 2019 24 th June 2019	Councillors Grenville Chamberlain and Pippa Heylings
Combined Authority Board	29 th May 2019 26 th June 2019	Councillor Bridget Smith
Audit and Governance	31 st May 2019	Councillor Tony Mason

The above meetings have taken place in May and June 2019

Overview and Scrutiny Committee – Friday 31st May and Monday 24th June

The Overview and Scrutiny Committee met on 31st May and 24th June, the decision summary is attached at **Appendix 1 and 2**

Combined Authority Board – Wednesday 29th May and Wednesday 26th June

The Combined Authority Board met on 29th March and 26th June, the decision summary is attached at **Appendix 3 and 4**

Audit and Governance Committee - Friday 31st May

The Audit and Governance Committee met on 31st May and the decision summary is attached as **Appendix 5**

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



Overview and Scrutiny Committee - Decision Summary
<p>Meeting: 31 May 2019</p> <p>Agenda/Minutes: Overview and Scrutiny Committee: 31st May 2019</p>

Chair: Cllr Lorna Dupre

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Appointment of Chair and Vice Chair	<p>Councillor Murphy proposed, and Councillor Whitehead seconded that Councillor Price be Chair of the Overview and Scrutiny Committee for the ensuing year.</p> <p>Councillor Fane proposed and Councillor Chamberlain seconded that Councillor Dupre be Chair of the Overview and Scrutiny Committee for the ensuing year</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>Upon a vote, the Committee elected Councillor Dupre as the Chair.</p> <p>Upon a vote, the Committee elected Councillor Price as Vice-Chair</p>
2.	Co-optees to the Overview and Scrutiny Committee	<p>The Interim Monitoring Officer submitted a report and elaborated thereon. It was noted that the Board had recognised that a lot of independents had been elected in some constituent Councils and had delegated authority to the Overview and Scrutiny Committee to co-opt an independent member.</p> <p>Councillor Murphy proposed, and Councillor Dew seconded that the Committee do not co-opt an independent person.</p> <p>Upon a vote, it was agreed that the Overview and Scrutiny Committee would not co-opt an independent person.</p>
3.	Apologies	<p>Apologies received from:</p> <p>Cllr Gehring, substituted by Cllr Summerbell</p> <p>Cllr Heylings, substituted by Cllr Fane</p>
4.	Declaration of Interests	There were no declarations of interest.
5.	Minutes	The minutes of the meeting held on the 25 th March 2019 were agreed as a correct record
6.	Public Questions	There were no public questions received.
7.	University of Peterborough	The Project Strategy Manager elaborated on her report and explained that it was a key feature of the devolution deal agreed with central Government and as a

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>devolved funded priority, the Combined authority continued to support the establishment of a new University in Peterborough (UoP). It was explained that the University would offer technical qualifications to meet the needs of local business with an emphasis on vocational courses driven by local employer demand for skills in both the public and private sectors.</p> <p>Concerns were raised about the feasibility of the creation of the University as comparisons were made with former polytechnics and it was suggested that the Authority should be building on the existing Universities within the area. That Committee noted the contents of the report.</p>
8.	Budget Monitoring Update	<p>The Chief Finance Officer submitted a report which had been previously requested by the Committee and had been presented to the Board on 29th May 2019. It was explained that the report provided a provisional outturn position for the Combined Authority for the year end 31st March 2019. Members questioned how additional costs for the year included subsidies paid by the Mayor to maintain local bus routes when some members commented that they had witnessed cuts to bus subsidies in some constituent council wards.</p> <p>The Chief Finance Officer reported that a number of the variances between the predicted revenue outturn position and the annual budget could be attributed to the uncertainty of expenditure profiles that delivery partners had provided the Authority which formed the basis for the original budget. It was explained that the Authority had a balanced budget and that approval by the Board had been sought for the current year to carry forward underspends to the new financial year to support ongoing planned delivery. Revised budget profiles would be reflected in the mid-year review.</p> <p>The Committee noted the updates contained within the report.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
9.	Mayor for the Combined Authority	<p>In response to a question from the Vice Chair with regards to employment practices, the Mayor confirmed that a member of the Board had resigned from their position and had been offered a significant role on the Board but that this had not been accepted. He confirmed that the positions of the Chief Executives of the Combined Authority were sound and that the working partnership worked extremely well and noted that both Mr Hill and Ms Sawyer were fulfilling their roles exceptionally well.</p> <p>Responding to further questions asked regarding a perceived bias in favour of East Cambs Council, the Mayor commented that the Combined Authority utilised staff from across all of the constituent Councils and that there was no bias or preference of one Council over another. He further explained that the work of the current Chief Executives had proved to be a success; a re-structure of the organisation had been successfully undertaken with a £1.8 million saving.</p> <p>The Mayor further confirmed that the Combined Authority relied upon housing programme requests received from constituent Councils and were considered equally when in receipt of them.</p> <p>The Mayor also confirmed that consideration had been given to modular homes but that there had been instances where modular home providers and manufacturers had an expectation that the Authority would provide the land for free for them to develop. Without this, modular homes had not proven to be a viable alternative to more traditional housing.</p> <p>In response to further questions, the Mayor stated that he supported, in principle, the planning application for an Agri-tech site in Cambridge as it would serve the rural farming area well.</p> <p>In reference to the CAM, he reported that a significant amount of partnership</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>working had been undertaken, specifically with bus and rail companies and noted that the expense of bringing forward a CAM was significantly more affordable than improving the road system and therefore was a good short term investment which would decrease the number of cars on the road. This would subsequently decrease pollution and improve air quality around the significant areas affected.</p> <p>The Chair thanked the Mayor for attending the meeting</p>
10.	Project Register	<p>The Director of Delivery and Strategy introduced his report and noted that the Committee had previously agreed to receive updates quarterly, but it had also been requested that officers' monthly project highlight reports be presented to every Overview and Scrutiny Committee. It was reported that the information contained within the Board performance report would be published prior to the publication of the Overview and Scrutiny agenda and noted that due to high levels of commercially sensitive information contained within officers' monthly highlight reports, Board members did not consider it appropriate for the Committee to receive such detailed and sensitive information in its public reports.</p> <p>In response to questions asked, the Director of Delivery and Strategy explained there were some projects that were shown as closed which represented a stage of a larger project and that subsequent stages would be reported in future updates. He confirmed that if required updates requested by Committee members on Councils on projects in their ward could be provided.</p> <p>The Committee noted the performance reporting process proposed for future meetings.</p>
11.	Member Update on Activity of Combined Authority	No updates were received from members
12.	Review of Combined Authority	There was no review of the Combined Authority Agenda.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
	Agenda	
13.	Combined Authority Forward Plan	The Committee considered the Combined Authority Forward Plan and discussed items that they may choose to scrutinise further. The Committee discussed their role and noted the distinction between reviewing and scrutinising decisions of the Combined Authority and making reports or recommendations to the Board or the Mayor including through forming working groups.
14.	Overview and Scrutiny Work Programme Report	<p>The Committee received the report which outlined the work programme for the committee for the municipal year 2019/20.</p> <p>Members were asked to consider their role, specifically with regards to the proposed changes in the Governance Review which could see the delegation of authority to Executive Committees. The Committee were requested to pay due regard to the resources available to them.</p> <p>In their discussion of the role of the Committee questions were raised about whether a 'light touch' approach was an appropriate description of their role. It was explained that the Committee needed to consider the best way to add value to the delivery of decisions and noted that the Authority was a strategic organisation and unlike constituent council, they did not have responsibility to deliver services. The Committee agreed to receive a report at their next meeting on the role of Scrutiny within a Combined Authority.</p> <p>The Committee agreed that the agenda include the following items:</p> <ul style="list-style-type: none"> • Transport brief • Affordable housing update
15.	Date of Next Meeting	The Committee agreed that the next meeting would be held at Cambridge City

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		Council with a start time of 11am and a pre-meeting starting at 10am on the 24 th June 2019.



Overview and Scrutiny Committee - Decision Summary

Meeting: 24 June 2019

Agenda/Minutes: [Overview and Scrutiny Committee: 24th June 2019](#)

Chair: Cllr Lorna Dupre

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies	Apologies received from: Cllr Price, substituted by Cllr Davey Cllr Heylings, substituted by Cllr Fane Cllr Chamberlain, substituted by Cllr Topping. Cllr Jones

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
2.	Declaration of Interests	Cllr Davey declared a personal, non-pecuniary interest in Item 6 – Affordable Housing update as his wife was employed as an Assistant Director at Cambridgeshire County Council and Peterborough City Council with responsibility for Housing needs in Peterborough.
3.	Minutes	<p>The minutes of the meeting held on the 31st May 2019 were agreed and signed by the Chair with the following amendments:</p> <ul style="list-style-type: none"> 1) Apologies were sent by Councillors Conboy, Connor and Hay. 7) Mayor for the Combined Authority – the Mayor confirmed that in response to questions asked by the Committee about Agri-tech, he supported it in a personal capacity. 7) Mayor for the Combined Authority – with reference to the CAM, the Committee requested that there be a continuation and recognition of the work carried out by the previous Vice-Chair with regards to the scrutiny of transport.
4.	Public Questions	There were no public questions received.
5.	Transport Briefing	<p>The Transport Programme Manager elaborated on his presentation and explained the CPCA (as the Local Transport Authority) had four main transport functional areas:</p> <ul style="list-style-type: none"> a) Passenger transport - Bus service provision, light rail, tram and variations thereof b) Strategic transport schemes - Which are considered to have a major impact on mobility, and that typically require substantial capital funding c) Transport planning - Developing strategies and plans that have broad,

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>geographical coverage and require integrated transport solutions</p> <p>d) Engagement with national and regional bodies - Such as the Department for Transport, National Infrastructure Commission, the strategic road and rail authorities, and sub-national transport bodies.</p> <p>It was noted that Transport powers were transferred to the Combined Authority, while highway authority powers under the Highway Act 1980 remain with Cambridgeshire County Council and Peterborough City Council.</p> <p>It was confirmed that there are a number of existing funding streams including Central government funding, Devolution Deal and transport levy. These monies are reviewed through the CPCA assurance framework and allocated to relevant areas (highways Authority, Partner authorities or internal Transport delivery teams).</p> <p>Each potential project is reviewed by the CPCA under creation and development of a Project Initiation Document (initial business case) to establish merit of proceeding. This review would consider best delivery mechanism through funding agreement, Commissioner role or CPCA direct delivery.</p> <p>In response to questions asked, the Transport Programme Manager reported that a series of consultation events had been announced across Cambridgeshire and Peterborough for members of the public to have their say on the future of the area's Local Transport Plan to 2050 and that once the consultation had concluded, a report would be brought to the Board in the latter part of 2019. This would propose a long-term delivery plan for transport including proposed assessments mechanisms for future schemes.</p> <p>A question was also raised as to the allocation and use of the Transport levy going forward and how this relates to bus subsidies. The programme manager identified that as part of the January CA Board approvals a Bus reform task group was</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>established with relevant officer's form CPCA, Cambridgeshire County Council and Peterborough City Council to review and propose the bus subsidy strategy for future years and agree the allocation of transport levy in the future this is an ongoing piece of work. This January paper also confirmed that the current situation for managing buses would continue to March 2020</p> <p>It was explained that a report would also be submitted to the Board in July or September 2019 updating the progress from the Bus reform task group</p> <p>Members of the Committee asked for further information on the following in relation to transport delivery:</p> <ul style="list-style-type: none"> • Where can members access the Letters of Intent or the Memorandum of Understanding (MoU) of the delivery instruments to see what had been commissioned by the Combined Authority • How many funding agreements and Letters of Intent were the transport team in receipt of • Could the authority acquire capital for delivery and control through partnership working • Could there be clarification on whether the work that is being undertaken on transport by the internal legal officers or by consultants. <p>The Transport Programme Manager informed the Committee that Letters of Intent and MoU's were held on an internal project delivery system. He was unable to clarify the exact number that was held, but that he could report back the figure at a later date and noted that the legal negotiations were being worked on in- house. It was confirmed that the Authority was engaging with other Combined Authorities</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>across England as part of the development of the business case.</p> <p>The transport programme manager confirmed that legal discussions between CPCA and other parties in regard to MoU's and Funding agreements etc were being led directly by CPCA.</p> <p>The Committee noted the report.</p> <p>The Chair thanked the Transport Programme Manager for his attendance at the meeting.</p>
6.	Affordable Housing Update	<p>The Director of Housing and Development and the Programme Manager Affordable Housing gave a presentation to the Committee and updated members on the £170m Affordable Housing Programme. Of the £170 million, £70 million is ring fenced for new build Council rent homes in Cambridge City, leaving £100m allocated to deliver 2,000 new affordable homes across Cambridgeshire and Peterborough. Main tenures of housing are affordable rent, social rent and shared ownership. Further information was provided which highlighted key milestones which included the first CPCA funded scheme to be completed in Soham in August 2018 and in March 2019 the approval of the creation of a Development Company. In all, 777 units had approval by CA Board to date.</p> <p>In response to questions asked, the Director of Housing and Development explained that there was ongoing dialogue with housing teams across the other local authorities. The £100m allocated to deliver 2,000 new affordable homes across Cambridgeshire and Peterborough had been split 60/40 between grants for affordable housing and a revolving loan fund. It was reported that the Combined Authority would consider applications for funding to deliver new affordable homes across all tenures, provided the scheme has the support of the local planning authority. The team consults with LA Housing Strategy and Planning teams as part</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>of the appraisal process.</p> <p>It was explained that risk assessments had been carried out on all proposed development and loan arrangements with an additional £31 million approved to projects as loan investment which would be repaid to the programme and would establish a recycling fund to go beyond the lifetime of the current programme (March 2022). The Committee discussed the timeline of the housing development and noted that they would be interested in receiving information about the proposed housing delivery timeline and that they were informed of all projects in the 'pipeline'. Committee members were reminded that the Housing and New Communities Committee receive programme performance updates on a roughly quarterly basis and that these are published on the CPCA website, and O&S members would be very welcome to attend these meetings.</p> <p>RESOLVED:</p> <p>That the Committee receive a trajectory of the delivery of housing projects and updated information on housing development at regular intervals, with the next being November 2019</p>
7.	Member Update on Activity of Combined Authority	No updates were received from members
8.	Review of Combined Authority Agenda	<p>The Committee reviewed the agenda due to come to Board on Wednesday 26th June 2019.</p> <p>The Committee agreed to raise the following questions to the Board:</p> <p>Item 1.5 Forward Plan</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>1) The Committee expressed concern at the late publication of the Board Forward Plan and asked for an assurance that in future this would be published in time to be considered by the Overview & Scrutiny Committee before the Board meeting.</p> <p>Item 1.6 Appointment to Executive Committees</p> <p>The Combined Authority is currently reviewing its Constitution and governance arrangements which may have an impact on the functions and membership of the committees</p> <p>2) Can the Committee be provided with a comprehensive list of appointed senior officers at the Combined Authority?</p> <p>3) What were the reasons for the amendments to the allocations to Executive Committees for 2019/20 specifically the revised Cabinet representation?</p> <p>4) Can the Board ensure that frequent governance changes do not get in the way of the Authority achieving its strategic objectives; and note that governance changes also affect how Overview & Scrutiny works</p> <p>Item 2.1 - Budget Monitoring Update</p> <p>5) Can the Committee be provided with more clarity on schemes and associated funding? Can the finance team provide a clear correspondence between lines in the budget and decisions by the Authority?</p> <p>Item 3.1(i) £100m Affordable Housing Programme – Scheme Approvals – Alexander House, Ely</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>6) Can the Board confirm the Combined Authority is authorised to, and in a position to give commercial loans?</p> <p>How is the loan being secured and how does the interest rate compare to the market? Could a revised condition to increase the percentage of (16%) affordable housing units (to be provided from the total of 25 units) be approved</p>
9.	Combined Authority Forward Plan	Committee expressed concern at the late publication of the Board Forward Plan and discussed the need for members of the Overview and Scrutiny Committee to access confidential Board papers and appendices in order to carry out their duties.
10.	Overview and Scrutiny Work Programme Report	<p>The Committee received the report which outlined the work programme for the committee for the municipal year 2019/20.</p> <p>The Committee requested that an Affordable Housing Update report be brought to the November 2019 meeting.</p> <p>The Committee requested that a Budget Update report be presented to the meeting in October 2019.</p> <p>The Committee asked that the previous Vice-Chair of the Committee be invited to the next Overview and Scrutiny Committee pre-meet to update members on the work that he had accomplished in relation to the CAM metro.</p> <p>The Committee AGREED to establishing 2 working groups, membership as below: CAM Metro – Councillors Gehring, Sharp, Price, Heylings and Whitehead (Cllr Conboy subject to availability)</p> <p>CAM Bus Review: Councillors Hay, Dew, Connor and Chamberlain (Cllr Murphy as a substitute member)</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
11.	Date of Next Meeting	<p>The Committee agreed that the next meeting would be held at Fenland District Council (Council Chamber) with a start time of 11am on the 29th July 2019.</p> <p>The pre-meeting on the 29th July 2019 would be held at 10am in Room 38, Fenland Hall, March.</p>



CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 29 May 2019

Agenda/Minutes: [Cambridgeshire & Peterborough Combined Authority Board: 29th May 2019](#)

Item	Topic	Decision
	Part 1 – Governance Items	
1.1	Announcements, Apologies and Declarations of Interest	<p>Apologies were received from J Bawden, Councillor S Count (substituted by Councillor R Hickford) and Councillor D Over.</p> <p>Declarations of non-pecuniary interest were made during the course of the meeting by Councillor J Holdich in relation to Item 4.2: Greater Peterborough Inward Investment Pilot and Item 5.2: Creation of Cambridgeshire and Peterborough Employment and Skills Board, Incorporating Skills Advisory Panel and Adult Education Budget Governance Arrangements as a member of the Opportunity</p>

		Peterborough Board. A declaration on non-pecuniary interest was made by Councillor Herbert in relation to Item 5.3: University of Peterborough – Outcome of Review and Reflect Leading to the Progression of an Outline Business Case as he was until recently an employee of Anglia Ruskin University.
1.2	Minutes – 27 March 2019	It was resolved to: Approve the minutes of the meeting of 27 March 2019 as an accurate record.
1.3	Petitions	None received.
1.4	Public Questions	None received.
1.5	Forward Plan	It was resolved to note the Forward Plan.
1.6	Membership of the Combined Authority	The Board reviewed the membership of the Combined Authority Board for the 2019/20 municipal year. It was resolved to: a) Note the Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal 2019/2020 (tabled). b) Appoint the Business Board’s nominations as Member and substitute Member to represent them on the Combined Authority for the municipal year 2019/20 c) Confirm that the following bodies be given co-opted member status for the municipal year 2019/20: i) The Police and Crime Commissioner for Cambridgeshire;

		<ul style="list-style-type: none"> ii) Cambridgeshire and Peterborough Fire Authority iii) Cambridgeshire and Peterborough Clinical Commissioning Group <ul style="list-style-type: none"> d) Note the named representative and substitute representative for each organisation as set out in the report e) Agree that the late notifications of appointments to the Monitoring Officer shall take immediate effect f) Delegate authority to both the Audit and Governance Committee and the Overview and Scrutiny Committee the power to appoint a single co-opted member (and substitute) to each Committee to represent the number of independent members elected across constituent councils.
1.7	Appointments to Executive Committees, appointment of Chairs and Portfolio Holders	<p>The Board reviewed portfolio holder responsibilities and committee membership for the 2019/20 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note and agree the Mayor's nominations to Portfolio Holder responsibilities and the membership of the committees including the Chairs of committees for 2019/20 or until such time as the revised governance arrangements are approved, as set out in Appendix 1 (tabled).
1.8	Appointment of the Overview and Scrutiny Committee	<p>The Board reviewed the membership of the Overview and Scrutiny Committee for the 2019/20 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Confirm that the size of the Overview and Scrutiny Committee should be 14 members; two members from each constituent council and two substitute members for the municipal year 2019/2020;

		<ul style="list-style-type: none"> b) Approve the amended political party representation on the Overview and Scrutiny Committee; c) Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Overview and Scrutiny Committee for the municipal year 2019/2020 as set out in Appendix 2 of the Addendum report (tabled); d) To agree that the Overview and Scrutiny Committee consider the co-option of an independent member from a Constituent Council
1.9	Appointment of the Audit and Governance Committee	<p>The Board reviewed the membership of the Audit and Governance Committee for the 2019/20 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Confirm that the size of the Audit and Governance Committee should be eight members; one member and one substitute from each Constituent Council and one independent person for the municipal year 2019/2020; b) To agree the political balance on the committee as set out in Appendix 1; c) Confirm the appointment of the Member and substitute Member nominated by Constituent Councils to the Committee for the municipal year 2019/2020 as set out in Appendix 2 (tabled); d) Appoint a Chair and Vice Chair of the Audit and Governance Committee for the municipal year 2018/2019; e) To agree that the Audit and Governance Committee consider the co-option of an independent member from a Constituent Council.

1.10	Management of the Cambridgeshire and Peterborough Combined Authority	<p>The Board reviewed the arrangements of the appointment of joint Chief Executives and the Section 73 Chief Finance Officer.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the appointment of John Hill and Kim Sawyer as Joint Chief Executive of the CPCA with immediate effect b) Review these arrangements by 31 May 2021 c) Appoint Jon Alsop as the Section 73 Chief Finance Officer to the CPCA; d) Approve the appointment of Dermot Pearson as the Interim Monitoring Officer.
1.11	Calendar of Meetings 2019/20	<p>The Board reviewed the proposed Calendar of Meetings for the 2019/20 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the Calendar of Meetings for 2019/2020 subject to the outcome of the review of the Constitution to be report in June 2-19 (Appendix 1)
1.12	Members' Allowances Scheme	<p>The Board reviewed the Combined Authorities allowances schemes.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Review the Members' Allowances Scheme (Mayor's and other Allowances) b) Agree the scheme for the Mayoral allowance as set out in Appendix 1 and summarised in para 2.6 (a) to (c);

		<p>c) Agree the scheme for the allowances/expenses to those appointed to any independent commissions set up by the Combined Authority Commission as set out in Appendix 1 and summarised in para 2.7 (a) to (d);</p> <p>d) Agree:</p> <ul style="list-style-type: none"> (i) That the Combined Authority make representations to Central Government for the role of Mayor to be regarded as fixed-term contract employment that is pensionable. (ii) That the Constituent Authorities IRPs be requested to consider the payment of allowances to their Members serving on the Combined Authority, due to the statutory prohibition on the Combined Authority to pay such allowances. <p>e) Consider the payment of allowances/expenses to those appointed to any independent commissions</p>
1.13	Quarterly Performance Reporting	<p>The Board reviewed the May Delivery Dashboard.</p> <p>It was resolved to:</p> <p style="text-align: center;">Note the May Delivery Dashboard</p>
	Part 2- Finance	
2.1	Budget: Provisional Outturn	<p>The Board received an update report on the provisional outturn position of the Combined Authority for the year ended 31 March 2019.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the provisional outturn position against budget for the year to 31 March

		<p>2019.</p> <p>b) i. Approve the carry forward of £616,400 of revenue budget underspends to increase the 2019/20 budget and deliver the outcomes identified;</p> <p>ii. Approve the carry forward of capital underspends identified in paragraphs 2.8 to 2.16</p> <p>c) Note progress being made in the preparation and audit of the draft Statement of Accounts for 2018/19.</p>
	Part 3- Combined Authority Decisions	
3.1	£100m Affordable Housing Programme- Scheme Approvals: May 2019 - Belle Vue, Stanground, Peterborough	<p>The Board received a report presenting a scheme seeking approval of grant funding in the context of the overall investment pipeline for the Combined Authority's £100m programme.</p> <p>It was resolved to:</p> <p>a) Commit grant funding of £735,000 from the £100m Affordable Housing programme to support conversion of 21 new homes from Open Market sale to Affordable Rent at Belle Vue, Stanground, Peterborough.</p>
3.2	£70m Cambridge City Council Affordable Housing Programme- 2019/20 Budget	<p>The Board received a report seeking approval to carry forward the underspend from the 2018/19 budget into the new financial year and of the 2019/20 budget figure for the £70 million Cambridge City programme.</p> <p>It was resolved to:</p> <p>a) Note the revised expenditure profile in respect of the £70 million Affordable Housing Programme led by Cambridge City Council, as part of the £170 million Affordable Housing Programme</p>

		<p>b) Approve a carry forward of £1,505,274 from the approved 2018/19 budget into the 2019/20 financial year</p> <p>c) Approve 2019/20 budget provision of £19,102,771, giving a total budget of £20,608,045 once the carry forward from 2019/20 is included to enable the programme to continue.</p>								
3.3	Local Highways Maintenance Capital Grant Allocation 2019/20	<p>The Board received a report seeking consultation regarding the capital funding allocations towards local transport for the 2019/20 financial year.</p> <p>It was resolved to:</p> <p>a) The Combined Authority Board was consulted regarding the Mayor's intention to allocate grants totalling £23,541,459 to Cambridgeshire County Council and Peterborough City Council in line with the Department for Transport formula as set out in the table below.</p> <p>b) The Mayor approved the allocation of grants as set below:</p> <table border="1"> <thead> <tr> <th>Constituent Council</th> <th>Allocation /£</th> </tr> </thead> <tbody> <tr> <td>Peterborough City Council</td> <td>4,958,107</td> </tr> <tr> <td>Cambridgeshire County Council</td> <td>18,583,352</td> </tr> <tr> <td>Total</td> <td>£23,541,459</td> </tr> </tbody> </table>	Constituent Council	Allocation /£	Peterborough City Council	4,958,107	Cambridgeshire County Council	18,583,352	Total	£23,541,459
Constituent Council	Allocation /£									
Peterborough City Council	4,958,107									
Cambridgeshire County Council	18,583,352									
Total	£23,541,459									
3.4	Delegation of Passenger Transport Powers	<p>The Board received a report seeking approval to delegate the role of Travel Concessionaire Authorities and other powers to Cambridgeshire County Council and Peterborough City Council for the 2019/2020 financial year.</p> <p>It was resolved to:</p>								

		<p>a) Agree the delegation of transport powers to Cambridgeshire County Council and Peterborough City Council for the 2019/2020 financial year as set out in paragraph 2.7 (a).</p>
3.5	Public Consultation on the Draft Local Transport Plan	<p>The Board received a report seeking approval to proceed to public Consultation of the draft of the first Cambridgeshire and Peterborough Combined Authority Local Transport Plan/</p> <p>It was resolved to:</p> <p>a) Note the draft Local Transport Plan for the Cambridgeshire and Peterborough Combined Authority and approve consultation on the basis of the draft.</p> <p>b) Delegate authority to the Chief Executive, in consultation with the Chair of the Transport Committee, to allocate funding for public consultation from the 2019/20 Local Transport Plan Budget allocation and make non-material drafting improvements in line with Board Members' views to the draft Local Transport Plan before public consultation.</p>
3.6	Non-Statutory Strategic Spatial Framework Phase 2 – Public Consultation	The report was withdrawn.
3.7	Connecting Cambridgeshire	<p>The Board received a report providing an update on the Digital Connectivity Programme over the last year and to seek endorsement for a new stretch target for full fibre coverage and the incorporation of fire ducting in future transport schemes.</p> <p>It was resolved to:</p> <p>a) Note the progress of the Digital Connectivity Programme during 2018/19</p>

		<p>and outline objectives for 2019/20.</p> <p>b) Endorse the proposal to include provision of fibre ducting in all future CPCA area transport schemes as part of the forthcoming Local Transport Plan.</p> <p>c) Endorse the proposed increase to the full fibre coverage target to over 30% coverage by 2022 within the existing programme budget.</p>
	Part 4- Recommendations from the Business Board	
4.1	<p>For approval as Accountable Body:</p> <p>i. Growth Deal Project Proposals May 2019 (Key Decision)</p> <p>ii. Growth Programme Budget Monitor</p> <p>iii. Annual Delivery Plan</p>	<p>The Board received a report requesting that they consider and approve the following Business Board recommendations.</p> <p>It was resolved to:</p> <p>1. Growth Deal Project Proposals May 2019</p> <p>a) Approve those schemes recommended by the Business Board at its meeting on 28 May 2019.</p> <p>2. Growth Programme Budget Monitor</p> <p>a) Agree the submission of the Growth Deal monitoring report to Government to end Q4 2018/19.</p> <p>b) Agree the launch and to note the spec of call for next round of Local Growth Fund (LGF) projects.</p> <p>3. Annual Delivery Plan</p> <p>a) Note the final Annual Delivery Plan for 2019-20.</p>

4.2	Greater Peterborough Inward Investment Pilot	<p>The Board received a report requesting ratification to consider and approve the arrangements for a one-year contract on Inward Investment support activity.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Consider the proposal for a pilot one-year inward investment service for Greater Peterborough area; and b) Approve the one-year contract funds to Peterborough City.
4.3	Growth Company Strategic Outline Business Case	<p>The Board received a report presenting the Strategic Outline Business Case for the Growth Company. It was also seeking comment and a steer to develop the next stage Business Case and working towards a mobilisation of the Growth Company at the beginning of 2020.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the development of an Outline Business Case for September 2019; b) Authorise Officers to form a Company Limited by Guarantee in June 2019; c) Agree the funding strategy for the services and authorise Officers to: <ul style="list-style-type: none"> i) Submit proposals for external funding to Local Growth Fund, Growing Places Fund, European social Fund and European Regional Development Fund ii) Submit, through the subsequent Outline Business Case proposals for internal funding from within the already agreed Medium Term Financial Plan of the Business Board and its Enterprise Zone receipts.

4.4	Assurance Framework	<p>The Board received a report presenting the update Assurance Framework.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Agree the revised single Assurance Framework (tabled), which is in line with the Ministry of Housing, Communities & Local Government's revised National Local Growth Assurance Framework for Mayoral Combined Authorities with a Single Pot and Local Enterprise Partnerships.
Part 5 – Recommendations from the Skills Committee		
5.1	Creation of Cambridgeshire & Peterborough Employment & Skills Board Incorporating Skills Advisory Panel and Adult Education Budget Governance Arrangements.	<p>The Board received a report seeking approval of the creation of a Cambridgeshire and Peterborough Employment & Skills Board and the proposed Terms of Reference for the Cambridgeshire and Peterborough Employment & Skills Board.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Agree to the creation of a Cambridgeshire & Peterborough Employment & Skills Board b) Agree to the proposed Cambridgeshire & Peterborough Employment & Skills Board Terms of Reference c) Approve the proposed Terms of Reference and Governance.
5.2	Skills Brokerage Contract and Future of the Careers and Enterprise Company Contract for Cambridgeshire and Peterborough	<p>The Board received a report providing an update on the Skills Brokerage Contract and progress of the Careers & Enterprise Company (CEC) contract for Cambridgeshire and Peterborough.</p> <p>It was resolved to:</p>

		<ul style="list-style-type: none"> a) Agree to the grant of £272,500 for Skills Brokerage to Peterborough City Council as accountable body for Opportunity Peterborough for the delivery of the Skills Contract. b) Agree to a revised contract with CEC to August 2020 and linking the match funding provided to Peterborough City Council for Opportunity Peterborough. c) Agree to the grant of £37,500 to Form the Future, funded via the revised CEC contract, to provide 50% funding for 1.5 Full Time Equivalents for Cambridge and South Cambridgeshire skills brokerage delivery.
5.3	University of Peterborough- Outcomes of Review and Reflect leading to the progression of an outline Business Case	<p>The Board received a report seeking approval to move into the next stage of the University of Peterborough project.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the findings of the reviews that recommend the way forward for the University of Peterborough to be developed to meet the outcomes of the Cambridgeshire and Peterborough Independent Economic Review, Local Industrial and Skill Strategy; b) Approve: <ul style="list-style-type: none"> i. Running an academic partner review, comparison and selection process that includes PRC, ARU and others. ii. Release £300,000 of capital funding identified in the 2019/20 Capital Programme to deliver items 3 and 5 of the programme outlined in Table B in the report and power is delegated to the Chief Executive, in consultation with the Chairman of the Skills Committee, to approve/agree Officer Decision Notices to maintain the momentum in

		<p>project delivery for items 3 of Table B – Timescales for commitment and spend of funding. Progress will be reported back to the Skills Committee in July 2019.</p> <ul style="list-style-type: none">iii. The release of £235,000 from the non-transport feasibility funding in the revenue budget for 2019/20 to deliver items 1, 2, 4 and 6 in Table B in the report and power is delegated to the Chief Executive, in consultation with the Chairman of the Skills Committee, to approve/ agree Officer Decision Notices to maintain the momentum in project delivery for items 1, 2 and 4 of table B – Timescale for commitment and spend of funding. Progress will be reported back to the Skills Committee in July;iv. The Action plan and Timescales set out, noting they both enable meeting the original objective of 2000 students on the Embankment site by 2022.v. Officers procuring expert consultants to support the execution of that Action plan to these timescales;vi. A review, through the Outline Business Case Process, of the current assumptions regarding:<ul style="list-style-type: none">a) The level of CPCA capital investment in the build; andb) The Governance Process of the University Programme.c) Delegate authority to the Chief Executive to enter into the contractual relationships following the procurement of the external consultants required to undertake the activities specified.d) The definition of the University as set out in 2.5 of the report.
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5.4	Skills Strategy	<p>The Board received a report requesting that they approve and adopt the Skills Strategy.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Approve and adopt the Skills Strategy at Appendix A of the Business Board report.</p>
	Part 6 – Date of Next Meeting	
6.1	Wednesday 26 June 2019 at 10.30am, Kreis Viersen Room, Shire Hall, Cambridge, CB3 0AP	



CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 26 June 2019

Agenda/Minutes: [Cambridgeshire & Peterborough Combined Authority Board: 26th June 2019](#)

Item	Topic	Decision
	Part 1 – Governance Items	
1.1	Announcements, Apologies and Declarations of Interest	<p>Apologies were received from J Ablewhite, Councillor S Count (substituted by Councillor R Hickford) and A Khalid (substituted by Professor A Neely).</p> <p>A declaration of non-pecuniary interest was made by Professor A Neely in relation to Item 3.4: Local Industrial Strategy Update in relation to his involvement with Project Spring.</p>

1.2	Minutes – 29 May 2019	The minutes of the meeting on 29 March 2019 were confirmed as an accurate record and signed by the Mayor.
1.3	Petitions	None received.
1.4	Public Questions	None received.
1.5	Combined Authority Forward Plan	It was resolved to note and comment on the Forward Plan.
1.6	Appointments to Executive Committees	<p>The Board received a report providing an update on the committee membership of the Combined Authority.</p> <p>It was resolved to note and agree the updates to the membership of the committees for 2019/20 or until such time as the revised governance arrangements are approved, as set out in the revised Appendix 1 which was tabled at the meeting and in accordance with further verbal updates from Board members.</p>
Part 2 – Finance Items		
2.1	Budget Monitor Update	<p>The Board received a report providing an update on the 2019-20 budget position reflecting the Board’s decision in May to authorise the carry forward of identified revenue and capital balances from the year ended 31st March 2019.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the updated financial position of the Combined Authority for the year. b) Note the status of the Statement of Accounts for 2018/19.

	Part 3- Combined Authority Decisions	
3.1	£100m Affordable Housing Programme Scheme Approvals: June 2019	
3.1.1	Alexander House Ely	<p>The Board received a report seeking approval for the provision of a 21 month repayable commercial loan facility capped at £4.84m to Laragh House Developments LTD to create housing units by converting an office building</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the provision of a commercial loan facility of £4.84m to Laragh House Developments Ltd for a scheme of 25 units based on the heads of terms detailed in the exempt Appendix 1. b) Authorise the Director of Housing and Development, in consultation with Legal Counsel and the Portfolio Holder for Investment and Finance, to conclude any necessary legal documentation to secure the loan, to include taking a charge upon the land.
3.1.2	£100m Luminus, Huntingdonshire	<p>The Board received a report seeking the approval of grant funding in the context of the overall investment pipeline for the Combined Authority's £100m programme.</p> <p>It was resolved to commit grant funding of £618,800 from the £100m Affordable Housing programme to deliver 14 new affordable homes for Social Rent at seven sites in Huntingdonshire.</p>
3.1.3	MOD Site Ely – Application for Affordable Housing	The report was withdrawn.
3.2	£100m Affordable Housing	The Board received a report seeking approval for the Acquisition of a 5.1 acre

	Programme – Proposed Acquisition	<p>development site in Cambridgeshire and Peterborough for a price of 1.225m, to be prepared for a future residential development scheme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the acquisition of a site in Cambridgeshire and Peterborough for the sum of £1.225m, based on the heads of terms detailed in the exempt Appendix 1. b) Approve the expenditure of £332,335 in costs on the acquisition (including stamp duty) and to prepare, submit and secure a planning consent for a residential development scheme on the site. c) Authorise the Director of Housing and Development, in consultation with Legal Counsel and the Portfolio Holder for Investment and Finance, to conclude any necessary legal documentation to secure the acquisition and planning permission.
3.3	Major Road Network and Large Local Majors	<p>The Board received a report presenting the proposed projects for submission to the Major Road Network investment programme and the Large Local Majors investment programme. The report also presented how these projects relate to the strategic objectives of the Combined Authority.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the projects to be submitted for the Major Road Networks (MRN) and Large Local Majors (LLM) investment programmes. b) Agree to aim to secure a local or third-party contribution of at least 15% of the scheme costs for each project if approved.

		<p>c) Authorise the Director of Delivery and Strategy, in consultation with the Chair of the Transport and Infrastructure Committee, to finalise the MRN/LLM submission and liaise with the England's Economic Heartland partnership.</p>
3.4	<p>Local Industrial Strategy – Update</p> <p>By Recommendation to the Combined Authority</p>	<p>The Board received a report providing an update on the final draft agreed with Government for the Cambridgeshire and Peterborough Local Industrial Strategy.</p> <p>It was resolved to:</p> <p>a) Note the final version of Cambridgeshire and Peterborough Local Industrial Strategy as agreed with Government.</p> <p>Note the final stages of national sign-off for the Local Industrial Strategy in the Department of Business, Energy and Industrial Strategy (BEIS) template style prior to publication.</p>
	<p>Part 4 – Recommendations from the Housing and Communities Committee</p>	

4.1	Quality Charter for Growth	<p>The Board received a report requesting approval of the following recommendations.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Adopt the Quality Charter for Growth principles (including additions in Appendix 1 of the attached Committee report) to guide it's work on new developments across Cambridgeshire and Peterborough; b) Adopt a strengthened set of principles on cohesion (as set out in Appendix 2 of the attached Committee report)
	Part 5 – Motion submitted under Committee Procedure Rule 14	
5.1	Motion from Councillor Lewis Herbert	On being put to the vote, the Motion was lost.
	Part 6 - Date of next meeting	
6.1		Wednesday 31 July 2019 at 10.30am, Council Chamber, Fenland Hall, County Road, March, PE15 8NQ



AUDIT & GOVERNANCE COMMITTEE - Decision Summary

Meeting: 31 May 2019

Agenda/Minutes: [Audit & Governance Committee: 31st May 2019](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies and Declarations of Interests	Apologies were received from Councillors Goldsack (substituted by Councillor Wells) Councillor Davey who was substituted by Councillor Price and Councillor Mason No declarations of interest were made.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
2.	Chairs Announcement's	<ol style="list-style-type: none"> 1. The Chair congratulated Jon Alsop into his new role as Chief Finance Officer/S73 Officer at the Authority and thanked the Interim S73 officer for his work. 2. The Chair also thanked the Councillor who had served on the previous year's Audit and Governance Committee- Councillors Harrison, Morris, Hay, Seaton and Robertson. 3. Due to the number of newly appointed members to the Audit and Governance Committee, the Chair asked that a 'Skills set' be circulated to all members of the Audit and Governance Committee to identify areas of training that members may benefit from.
3.	Appointment of the Vice-Chair	<p>The Chair explained that at the Annual General meeting in May 2017, the Board appointed him as Chairman of the Committee and delegated the decision of a Vice-Chair to the Committee to decide at its first meeting of each year.</p> <p>Councillor Benney proposed and Councillor Wells seconded that Councillor McGuire be appointed as Vice- Chair.</p> <p>It was resolved:</p> <p>Upon a vote, it was agreed that Councillor McGuire be appointed as Vice -Chair of the Audit and Governance Committee for the ensuing year.</p>
4.	Co-optees to the Audit and Governance Committee	<p>The Interim Monitoring Officer submitted a report and elaborated thereon. It was noted that the Board had recognised that a lot of independents had been elected in some constituent Councils and had delegated authority to the Audit and Governance Committee to co-opt an independent member.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>Councillor Price proposed the co-option of an independent person.</p> <p>Councillors McGuire proposed, and Councillor Wells seconded that the Committee do not co-opt an independent person.</p> <p>Upon a vote, it was agreed that the Audit and Governance Committee would not co-opt an independent person.</p>
5.	Minutes of the meeting held on the 29 th March 2019	The minutes of the meeting held on the 29 th March 2019 were agreed and signed by the Chair.
6.	Corporate Risk Register	<p>The interim S73 officer elaborated on the report and explained that it was an updated report, from March) which had been requested by Members. It was noted that the register was reviewed monthly by the Directors.</p> <p>It was noted that there was a risk register in place for all projects undertaken by the Authority. Following the implementation of the mitigation measures, the top risks had been identified and outlined within the report. It was explained that there were several reasons some risks would remain, which included the lack of funding approval from Government and financial commitment secured from the Authority's private partners.</p> <p>The Interim S73 Officer reported that the Risk Register was reported and reviewed on a monthly basis by directors; it was a fluid document that was updated regularly to reflect any changes to the status of the risks and to record any new risks identified.</p> <p>It was resolved:</p> <p>That the Committee reviewed the Combined Authority Risk Register and requested that it be a standing item on the agenda and new risks included on the register be</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		identified be highlighted at the next meeting.
7.	Draft Accounts 2018/19	<p>The interim S73 officer explained that it was a legal requirement for the draft Statement of Accounts to be published on the Combined Authority's website for public inspection.</p> <p>It was noted that draft Statement of Accounts were unaudited and as such, had not been audited by Ernst and Young; the final audited version of the Statement of Accounts would need to be signed and published on the Authority's website by 31st July 2019.</p> <p>In response to questions asked by the Committee, it was noted that in previous years there had been a simpler structure and therefore due to an increase in employment at the Authority, the figures had been consolidated. Furthermore, it was necessary for the figures to be reported in a different way which was due to the transfer of the LEP; there was only a need to highlight the figures of the LEP for the first year and not the subsequent years.</p> <p>In relation to senior officer staffing costs the figures had been included in the Audit Plan and the external auditors had confirmed the process followed and figures contained within the accounts were correct.</p> <p>It was confirmed that the Authority had no debt and that all funding came from grants and was not borrowed money.</p> <p>It was resolved:</p> <p>That the Committee received and reviewed the draft statement of accounts 2018/19</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		That the Committee received and reviewed the Annual governance Statement 2018/19
8.	Assurance Framework	<p>The Chief Executive submitted a report which asked the Committee to note the report and the revised single Assurance Framework for both the Business Board and the Combined Authority.</p> <p>It was explained that a Local Assurance Framework for the LEP be created to document practices and standards to provide Government and local partners with assurance that decisions over funding were robust, transparent and able to deliver value for money (VFM).</p> <p>The single Assurance Framework for both the Business Board and the Combined Authority was developed in line with the revised Government guidance, ensuring clarity, transparency and openness to the decision-making process of both Boards.</p> <p>It was resolved:</p> <p>That the single Assurance Framework for both the Business Board and the Cambridgeshire and Peterborough Combined Authority be noted</p>
9.	Internal Audit; Governance	<p>The Internal Auditor elaborated on his report and explained that the report provided an independent and objective opinion on the Combined Authority's effectiveness in managing risk management, governance and control environment. It was noted that with the amalgamation of the LEP into the Authority, the Audit Plan would review the LEPs governance arrangements as it was expected that this would closely mirror those of the Combined Authority.</p> <p>It was noted improvements had been made to the governance arrangements although an area identified as a risk was Human Resources: gaps had been</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>identified however, plans had been put in place to address those and it was reported that a new HR Manager was now in post.</p> <p>The Chief Executive explained that 6 months in to the inception of the Combined Authority, they had asked the Internal Auditors to inspect their practices and identify any areas of concern. At the time, 19 issues had been highlighted, 8 of which had now been completed and the remaining ones being either worked on or were not currently possible to resolve.</p> <p>28 key policy documents around Human Resources had been identified and in the past 6 months, there had been no significant issues raised; having undertaken a restructure it was reported that staff employed at the Authority were happy and contented.</p> <p>It was resolved:</p> <p>That the outcomes from the reviews of corporate governance together with the proposed actions for management to address weaknesses identified was considered.</p>
10.	Combined Authority Board Update	<p>The Committee received a report which provided an update on the activities of the Cambridgeshire and Peterborough Combined Authority Board meetings of the previous 6 months.</p> <p>It was resolved:</p> <p>That the Committee note the updated contained within the report and appendices.</p>
11.	Business Board Governance Update	<p>At a previous meeting of the Audit and Governance Committee, members requested an update on the governance arrangements for the Business Board.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>It was explained that the Business Board would be subject to both internal and external reviews despite its legal status being that of an informal partnership. The Business Board did not have the ability to enter into contracts and would act through the Combined Authority as its Accountable Body.</p> <p>The Audit and Governance Committee asked for additional information on the Business Board Governance Arrangements on the Committee's role in reviewing the Board.</p> <p>It was resolved:</p> <p>That the Committee noted the update.</p> <p>That the interim Monitoring Officer present a briefing to Members of the Committee on the Business Board Governance Arrangements at the next Committee pre-meet.</p>
12.	Staffing Structure Update	<p>The Chief Executive explained that following her and John Hill's appointment as joint Interim Chief Executives of the Combined Authority, they were tasked to undertake a review of the staffing structure of the organisation. Subsequently, in February 2019, the Employment Committee considered the Chief Executives consultation paper for the restructuring of departments.</p> <p>It was noted that as part of the process, the staffing structures of other local authorities had been examined and considered. Comparably, Tees Valley Combined Authority had 94 staff members, meaning the CAPA had one of the leanest staffing structures of all the Combined Authorities.</p> <p>It was further explained that the CAPA had also amalgamated the LEP, Energy Hub, Adult Education Budget and Agri-tech. It was noted that there were 73 posts,</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>30 of which were vacant, but adverts were currently out to recruit to them.</p> <p>It was resolved:</p> <p>That the Committee noted the staffing structure approved by the Employment Committee for consultation on the 13th February 2019.</p>
13.	Work Programme	<p>The Committee received the report which provided the draft work programme for Audit and Governance Committee for the remainder of the 2019/20 municipal year.</p> <p>The Committee agreed to add the following to the work programme:</p> <ul style="list-style-type: none"> a) Chief Finance Officer to prepare a briefing note on the combined Authority's policy documents relating to the rules and regulations adhered to in the national policies, followed also by CIPFA. b) Transport Team be invited to a future meeting of the Committee to deliver a presentation on the accelerated delivery process including information on risk management. c) Statement report on Value for Money (VfM) to be considered, including 'benefit-cost-ratio') d) Assurance Framework – to be presented every 6 months. e) Business Board Governance Arrangements – brief presentation from the MO (at the next Committee pre-meet) to elaborate on the Committee's role in reviewing the Business Board

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
14.	Date of Next Meeting	The Committee agreed that the next meeting be held on the 19 th July 2019 at Council Chamber, Fenland District Council at 10am. .

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Agenda Item 14

By virtue of paragraph(s) 1, 2, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

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