



**Cambridgeshire & Peterborough Combined Authority**

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

<b>Meeting</b>	<b>Dates of Meeting</b>	<b>Representative</b>
<b>Overview and Scrutiny Committee</b>	<b>27<sup>th</sup> January 2020</b>	<b>Councillors Grenville Chamberlain and Pippa Heylings</b>
<b>Combined Authority Board</b>	<b>29<sup>th</sup> January 2020</b>	<b>Councillor Bridget Smith</b>

**The above meetings have taken place in January 2020.**

**Overview and Scrutiny Committee – Monday 27<sup>th</sup> January 2020**

The Overview and Scrutiny Committee met on 27<sup>th</sup> January 2020, the decision summary is attached as **Appendix 1**.

**Combined Authority Board – Wednesday 29<sup>th</sup> January 2020.**

The Combined Authority Board met on 29<sup>th</sup> January 2020, the decision summary is attached as **Appendix 2**.

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

## Appendix 1



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

**JAMES PALMER**  
CAMBRIDGESHIRE &  
PETERBOROUGH MAYOR

# OVERVIEW AND SCRUTINY COMMITTEE - Decision Summary

Meeting: 27<sup>th</sup> January 2020

Agenda/Minutes [Overview and Scrutiny Committee – 27<sup>th</sup> January 2020](#)

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 were received from: Cllr G Chamberlain, Cllr P Heylings, Cllr P Jordan (substituted by Cllr Humphrey), Cllr A Miscandlon, Cllr K Price
2.	Declaration of Interests	<p>Cllr Hay declared an interest as Vice Chair of the Planning Committee at Fenland DC and confirmed that she would not speak or vote in any discussion of the report on the Combined Authority agenda relating to a housing site in Fenland.</p> <p>Cllr Connor declared an interest as Chair of the Planning Committee at Fenland DC and confirmed that he would not speak or vote in any discussion of the report on the Combined Authority agenda relating to a housing site in Fenland.</p>

3.	Minutes	<p>The minutes of the meeting held on 6 December 2019 were agreed as a correct record.</p> <p>Members noted on page 7 of the minutes, an assurance was given by the Director of Delivery and Strategy regarding the appointment of the Chair of the Climate Change Commission. It is not clear if an appointment has been made.</p> <p><b>AGREED:</b></p> <p>That a question should be raised at the meeting of the Combined Authority Board: What progress is being made regarding the appointment of the Chair and the Climate Change Commission and what impact will delays in recruiting a Chair have on the timescales for production of the report.</p>
4.	Public Questions	<p>There were no public questions received.</p>
5.	Draft Budget 2020-21 and Medium-Term Financial Plan 2020-2024	<p>The Committee received the report from Jon Alsop, Head of Finance.</p> <p>A point was raised that there are proposals to replace the current European funding when the United Kingdom leaves the EU and the transitional arrangements end with other government funding such as the Shared Prosperity Fund. The draft budget is based on the situation as it was in November.</p> <p><b>AGREED:</b></p> <p>That the Head of Finance would confirm at what stage the UK would lose EU funding.</p>

6.	Lead Member Role Descriptions	<p>Councillor Coles attended the recent Skills Committee meeting in his capacity as Lead Member for the Skills Committee.</p> <p><b>AGREED:</b></p> <ul style="list-style-type: none"> <li>a) That the Interim Monitoring Officer would arrange for the Skills Committee questions and answers to be published on the website.</li> <li>b) That a standing item be added to the agenda for lead members to include written questions and answers.</li> <li>c) That role description be amended to add 'liaising with officers of the Combined Authority to enable the lead member to undertake his/her duties'.</li> </ul>
7.	Review of Combined Authority Board Agenda	<p>The Committee reviewed the Board agenda for 29 January 2020.</p> <p>The Committee agreed that the following questions would be raised at the meeting of the Combined Authority</p> <ul style="list-style-type: none"> <li>• Page 130 Business Plan Report Question to the Board - A note is needed in the report stating when a funding decision is expected to be made by government to enable members to keep a track of what is going on and when to expect the decisions</li> <li>• £100k Homes – Whom these would attract other than those who were already able to afford existing low cost options? What would attract individuals to the £100k Home Scheme as opposed to other established types of affordable housing?</li> <li>• Page 548 current CAM network map. The feedback on the Local Transport Plan includes a recognition of the demand for a stop on the</li> </ul>

		<p>proposed CAM network in East Cambs. How will that issue be developed and where would the stop be located?</p> <ul style="list-style-type: none"><li>• Motion – A lengthy discussion took place as this Motion and it was noted that, if passed, it would prevent the Committee from meeting in Cambridge.</li><li>• Committee notes that the proposed effects of the motion would affect where it could meet. Committee is deeply disappointed that it does not mention public transport and may deny the committee the opportunity to meet at the location with the best public transport links for the actual number of people to attend. Committee would ask what evidence has been considered about the impact of holding meetings elsewhere on air quality and about public transport.</li><li>• The Committee were also concerned about the democratic deficit in not holding meetings at the offices of two of its constituent councils and that the proposal is not in accordance with the spirit of the Constitution. In those circumstances, how can the proposal be justified.</li><li>• Consultation – Questions to the CA Board – Why were the papers on the CAM Metro consultation not provided to the CAM Task and Finish Group as promised?</li><li>• What progress has been made towards funding options for the CAM?</li><li>• Given the responses from the public about the importance of climate change in the context of the Local Transport Plan, will the Combined Authority outline the changes of approach that it has made in the LTP as a result of the feedback?</li></ul>
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8.	Combined Authority Forward Plan	The Committee considered the Combined Authority Forward Plan. No comments were made.
9.	Work Programme Report	<p>The Committee received the report which outlined the work programme for the committee</p> <ul style="list-style-type: none"> <li>• There will be an Affordable Housing Programme presentation at the February meeting which will include the issue of accessible housing.</li> <li>• The Chair of the Climate Change Commission is to be invited to the March meeting. The timing of this may need to be reviewed.</li> <li>• There will be a presentation on the University of Peterborough – end of March.</li> </ul>
10.	Date and Location of the next Committee meeting	The Committee agreed that the next meeting would be held 24 Feb at 11.00 am at Cambridge City Council.



## CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 29<sup>th</sup> January 2020

Agenda/Minutes: [Cambridgeshire and Peterborough Combined Authority Board - 29th January 2020](#)

Item	Topic	Decision
<b>Part 1 – Governance Items</b>		
1.1	Announcements, Apologies and Declarations of Interest	<p>Apologies were received from Councillors S Count (substituted by Councillor R Hickford) and R Fuller (substituted by Councillor J Neish).</p> <p>The following declarations of interest were made:</p> <p><u>Item 3.1.1: £100m Affordable Housing Programme (Non-Grant) Proposed Acquisition – Hunts</u> Mayor James Palmer declared a non-statutory disclosable interest as a director of Angle Developments (East) Ltd. The Mayor did not take part in discussion of the report and did not vote.</p> <p><u>Item 3.1.2: £100m Affordable Housing Programme (Non-Grant) Proposed Acquisition – Fenland</u></p>

		<p>Mayor James Palmer declared a non-statutory disclosable interest as a director of Angle Developments (East) Ltd. The Mayor did not take part in discussion of the report and did not vote.</p> <p><u>Item 5.1: University of Peterborough Outline Business Case Phase 1</u> Councillor John Holdich declared a non-statutory disclosable interest as the Leader of Peterborough City Council. Following advice from the Monitoring Officer Councillor Holdich did speak and vote on the item.</p> <p><u>Item 6.1: For approval as Accountable Body: Local Growth Fund Project Proposals January 2020</u></p> <p>Austen Adams declared a disclosable pecuniary interest as the managing director of Stainless Metalcraft (Chatteris) Ltd. Mr Adams did not take part in discussion of the report and did not vote.</p>
1.2	Minutes – 27 November 2019	The minutes of the meeting on 27 November 2019 were confirmed as an accurate record and signed by the Mayor.
1.3	Petitions	None received.
1.4	Public Questions	Nine public questions were received. A copy of the questions is published at the following link - <a href="#">Combined Authority: Public Questions</a>
-	A605 Kings Dyke Level Crossing Closure	<p>The Board considered a report requesting agreement for Cambridgeshire County Council’s revised timeline for completion of the King’s Dyke Level Crossing Closure scheme of late 2022.</p> <p>It was resolved to:</p> <p>Agree Cambridgeshire County Council’s revised timeline for completion of the King’s Dyke Level Crossing Closure scheme of late 2022.</p>



1.5	Forward Plan – January 2020	It was resolved to approve the Forward Plan published on 17 January 2020 and the addition to the Forward Plan KD2020/023: A605 Kings Dyke Level Crossing Closure published on 27 January 2020 under special urgency arrangements.
1.6	Membership of the Combined Authority Board and Appointment of the Lead Member for Housing and Chair of the Housing and Communities Committee	<p>The Board considered a report requesting consideration of Huntingdonshire District Council’s revised nominations for Members and substitutes on the Combined Authority’s Executive Committees. The report also requested that the Board note Councillor Ray Bisby’s Membership on the Board as a co-opted member with no substitute.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note and agree the nominations for membership of the Executive Committees, Chairs and Lead Members for the remainder of the 2019/20 municipal year, as set out in Appendix 1.</li> <li>b) Note that Councillor Ray Bisby has been appointed as the acting Police and Crime Commissioner for Cambridgeshire and Peterborough and is now a co-opted member of the Combined Authority Board.</li> </ul>
1.7	Review of the Corporate Risk Management Strategy	<p>The Board considered a report recommending the adoption of the proposed revised Corporate Risk Management Strategy.</p> <p>It was resolved to:</p> <p style="text-align: center;">Adopt the proposed revised Risk Management Strategy [Appendix 2];</p>

1.8	Review of the Data Protection Policy	<p>The Board considered a report recommending the adoption of the proposed revised Data Protection Policy.</p> <p>It was resolved to:</p> <p style="text-align: center;">Adopt the revised Data Protection Policy [Appendix 2]</p>
1.9	Performance Reporting	<p>The Board considered a report providing the first of the new performance reporting updates for January.</p> <p>It was resolved to:</p> <p style="text-align: center;">Note the January Delivery Dashboard</p>
<b>Part 2 – Finance</b>		
2.1	Mayor’s Budget 2020-21	<p>The Board considered a report requesting approval of the Mayor’s draft budget for 2020/21.</p> <p>It was resolved to:</p> <p style="text-align: center;">Approve the Mayor’s draft budget for 2020/21.</p>
2.2	Combined Authority Business Plan 2020-21	<p>The Board considered a report recommending the adoption of the 2020/21 Business Plan.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Review the draft 2020-21 Combined Authority Business Plan attached at Appendix 1 and consider any appropriate amendments.</li> <li>b) Delegate to the Chief Executive the authority to finalise the Business Plan for publication in the light of the view of the Combined Authority Board.</li> </ul>

2.3	Budget Monitor Update	<p>The Board considered a report providing an update on the 2019/20 financial position as at the 30<sup>th</sup> November 2019 and recommending approval of a virement between two capital budget lines.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Note the updated financial position of the Combined Authority for the year.</p>
<b>Part 3 - Combined Authority Decisions</b>		
3.1.1	£100m Affordable Housing Programme (Non-Grant) Proposed Acquisition – Huntingdonshire	<p>The Board considered a report seeking approval for the grant of a loan to Angle Developments (East) Ltd to enable the acquisition of an approximately 1.5 acre (0.6Ha) freehold residential development site in Huntingdonshire.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the lending of a sum of £1,400,000 from the Combined Authority to Angle Developments (East) Ltd to enable the acquisition and progression of a revised planning application on a site in Huntingdonshire (comprising £900,000 to acquire the site and £500,000 in costs). Heads of terms for the acquisition are detailed in the Business Case at Exempt Appendix 1. The purchase will be Conditional on satisfactory investigation and pricing of land contamination being within the £300,000 allowance provided for in the business case.</li> <li>b) Grant delegated authority to the Development Manager Housing and Development, in consultation with the Deputy Monitoring Officer and the Lead Member for Investment and Finance, to conclude any necessary documentation to complete the loan with Angle Developments (East) Ltd.</li> </ul>
3.1.2	£100m Affordable Housing Programme – Non-Grant –	The Board considered a report seeking approval for the grant of a loan to Angle Developments (East) Ltd to enable the acquisition of an approximately 2.7 acre

	Fenland	<p>(1.1 Ha) freehold residential development site in Fenland.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the lending of a sum of £1,290,000 from the Combined Authority to Angle Developments (East) Ltd to enable the acquisition and progression of a revised planning application on a site in Fenland (comprising £790,000 to acquire the site and £500,000 in costs). Heads of terms for the acquisition are detailed in the Business Case at exempt Appendix 1.</li> <li>b) Grant delegated authority to the Housing Development Manager, in consultation with the Deputy Monitoring Officer and the Portfolio Holder for Investment and Finance, to conclude any necessary legal documentation to complete the loan with Angle Developments (East) Ltd.</li> </ul>
3.2	£100k Homes Business Case	<p>The Board considered a report requesting approval of the £100k Homes Business Case.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the Business Case detailed in Appendix 1; and</li> <li>b) Authorise the Monitoring Officer to amend the terms of reference of the Housing &amp; Communities Committee to include the responsibility for adopting the £100k Homes Allocations Policy.</li> </ul>
3.3	Market Towns Programme – Approval of Masterplans for Fenland	<p>The Board considered a report requesting approval of the four Growing Fenland masterplans produced for the towns of March, Wisbech, Chatteris and Whittlesey.</p> <p>It was resolved to;</p> <ul style="list-style-type: none"> <li>a) Approve the four Growing Fenland market town masterplans produced for</li> </ul>

		<p>March, Wisbech, Chatteris and Whittlesey.</p> <p>b) Note the Overarching Growing Fenland Strategic Report for the Fenland district (referenced in paragraphs 2.21 – 2.25).</p>
<p><b>By Recommendation to the Combined Authority</b></p> <p><b>Part 4 – Transport &amp; Infrastructure Committee Recommendations to the Combined Authority</b></p>		
4.1	Local Transport Plan	<p>The Board considered a report requesting approval of the Local Transport Plan.</p> <p>It was resolved to:</p> <p>a) Note the Public Consultation Report and Final Local Transport Plan;</p> <p>b) Approve the Local Transport Plan.</p>
4.2	Cambridge Autonomous Metro (CAM) Core Outline Business Case – Public Consultation	<p>The Board considered a report seeking authorisation for an initial non-statutory public consultation in the early part of the New Year to inform the CAM programme Outline Business Case, in line with the requirements of the government’s transport appraisal requirements guidance.</p> <p>It was resolved to:</p> <p>Agree that a non-statutory public consultation on the CAM should be undertaken in the early part of the New Year.</p>
4.3	Cambridge Autonomous Metro (CAM) Programme - Regional Arms Strategic Outline Business Case (SOBC) Tender Document.	<p>The Board considered a report seeking approval for a £100,000 drawn from uncommitted contingency within the CAM Outline Business Case project budget to fund the early development of the CAM Regional Arms Strategic Outline Business Case tender document.</p> <p>It was resolved to:</p>

		<p>Approve early development of the CAM regional arms SOBC tender documents as part of the wider CAM programme and for £100,000 to be utilised from uncommitted contingency within the current 19/20 CAM OBC budget to fund the early development of these documents.</p>
4.4	<p>Delegation of Passenger Transport Powers and the Transport Levy 2020-21</p>	<p>The Board considered a report requesting approval for the 2020-21 Transport Levy and Transport Delegations.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the delegation of the role of Travel Concessionaire Authority and other powers set out in paragraph 2.8 of the appendix, to Cambridgeshire County Council (CCC) and Peterborough City Council (PCC) for the 2020/21 financial year</li> <li>b) Approve the amount and apportionment of the Transport Levy (2020/21 financial year) as set below:</li> </ul> <p>Peterborough City Council: £3,849,906 Cambridgeshire County Council: £8,497,733</p>

**By Recommendation to the Combined Authority**

**Part 5 – Skills Committee Recommendations to the Combined Authority**

5.1	University of Peterborough Outline Business Case – Phase 1	<p>The Board considered a report seeking approval of the adoption of the Outline Business Case for the new University of Peterborough whilst approving the preferred option. Approval was also sought to give delegated authority to the Director of Business and Skills to enter into negotiations with Peterborough City Council to agree the Subscription Agreement.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"><li>a) Approve the preferred option as part of an Options Appraisal and adopt the Outline Business Case for the new University of Peterborough as a Combined Authority priority and key element of the Local Industrial Strategy and Skills Strategy;</li><li>b) Approve the development of a Subscription Agreement between the Combined Authority and Peterborough City Council for the capital investment into the development of Phase 1 and the land required and delegate to the Director of Business and Skills, in consultation with the Lead Member for Skills, the Chief Financial Officer and the Monitoring Officer, authority to negotiate and complete the Subscription Agreement;</li><li>c) Approve the commitment to invest the £12.3M capital budget into the Phase 1 build and draw down the funding to mobilise the activities and milestones identified within the Outline Business Case to achieve the target of opening the University in September 2022 to 2000 students.</li></ul>
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**By Recommendation to the Combined Authority**

**Part 6 – Business Board Recommendations to the Combined Authority**

6.1	For approval as Accountable Body – Local Growth Fund Project Proposals January 2020	<p>The Board considered a report requesting approval of the Local Growth Fund Project Proposals, January 2020.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"><li>a. Approve funding for the projects ranked 1, 2, 4, 5, 6, 7, 8, 9, 12 and 14 in the table at paragraph 2.8 below based on achieving highest scoring criteria and external evaluation recommendation.</li><li>b. Approve a revised grant funding offer for the project ranked 11 in the table at paragraph 2.8 of £2,400,000.</li><li>c. Approve a revised grant funding offer for the project ranked 13 in the table at paragraph 2.8 of £1,400,000.</li><li>d. Reject project ranked 15 in the table at paragraph 2.8 in the report.</li><li>e) Decline projects ranked 3 and 16 in the table at paragraph 2.8 based on the scoring criteria for project 16 as this is the lowest scored project and the external evaluation recommendation on project 3.</li><li>f) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Investment and Finance, to approve project ranked 10 upon completion of satisfactory renegotiation of the management fee proposed and due diligence.</li></ul>
6.2	For approval as Accountable Body –Local Growth Fund Programme Management January 2020	<p>The Board considered a report providing an update on the programme’s performance since April 2015 for the Local Growth Fund (LGF) and operational updates on LGF progress to 31<sup>st</sup> December 2019.</p>



		<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the programme updates outlined in this paper to the Combined Authority Board.</li> <li>b) Note the submission of the Growth Deal monitoring report to Government to end Q2 2019/20.</li> </ul>
6.3	Monitoring and Evaluation Plan	<p>The Board considered a report presenting the draft Monitoring and Evaluation Plan for Local Growth Funding and seeking agreement to it being incorporated into the Combined Authority's Monitoring and Evaluation Framework.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the incorporation of the proposed Local Growth Fund Monitoring &amp; Evaluation Plan into the Monitoring and Evaluation Framework and to grant the Monitoring Officer delegated authority to make any consequential amendments required to the Monitoring and Evaluation Framework.</li> <li>b) Note the resource implications for effective Monitoring &amp; Evaluation to be delivered.</li> </ul>
6.4	Eastern Agri-Tech Growth Initiative Funding Review	<p>The Board considered a report requesting approval for a reduction in funding of £3.5million currently allocated from Local Growth Fund to the Eastern Agri-Tech Growth Initiative.</p> <p>It was resolved to:</p> <p>Approve a reduction in the Local Growth Fund allocated to the Eastern Agri-Tech Growth Initiative scheme of £3.5m.</p>

6.5	Small Business Capital Grant Scheme Funding Allocation	<p>The Board considered a report requesting approval of the revised allocation of £9million to the Small Business Capital Growth Grant Programme.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Approve the allocation of an additional £9m to the Small Business Capital Growth Grant Programme from Local Growth Fund and recycled Growth Fund to create a total £12m budget for the Small Business Capital Growth Grant programme</p>
6.6	High Growth Small and Medium Sized Enterprisers Observatory	<p>The Board considered a report providing details of proposals to establish an Observatory function, which will monitor the local business environment, for the new Business Growth Service to help identify high growth small and medium enterprises (SMEs) who will be our target clients.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note and approve the proposals to create the Observatory which will act as a Research, Analytical and Market Intelligence function to identify the Combined Authority's target clients at a total cost of £80,000 subject to the following:</li> <li>b) Approve the re-profiling of £80,000 from the 19-20 LEP Capacity Funding budget to cover the costs of the High Growth SME Observatory in 2020/21 and 2021/22.</li> </ul>

<b>Part 7 – Budget</b>		
7.1	Budget 2020-21 and Medium Term Financial Plan 2020-2024 (1)	<p>The Board considered a report requesting approval of the revenue budget for 2020/21, Medium-Term Financial Plan 2020/21 to 2023/24 and the Capital Programme 2020/21 to 2023/24.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the revenue budget for 2020/21 and the Medium-Term Financial Plan 2020/21 to 2023/24.</li> <li>b) Approve the capital programme 2020/21 to 2023/24</li> </ul>
<b>Part 8 – Motion submitted under Proceedings of Meetings Rule 14</b>		
8.1	Motion received from Councillor Chris Boden	<p>On being put to the vote, the amended motion was carried:</p> <p>To remove Shire Hall, Cambridge from the premises used by the Combined Authority Board, its Executive Committees, Employment Committee, Overview &amp; Scrutiny Committee and Audit &amp; Governance Committee; and not use Shire Hall for informal meetings where attendance is limited to the Mayor, and / or Members of the Combined Authority and / or officers of the Combined Authority.</p>