

## Council

Wednesday, 23 January 2019

### Supplementary Information Pack

Agenda Item No.	Supplementary Information	Page Number
6 & 8	Questions from Members of the Public and Questions on Notice	3
7(c)	Petition for Debate – Cabinet Member Recommendation	9
11	Appendix 3 – Questions on the Combined Authority Decisions Made Since the Last Meeting	11
12(1)	Amendment from Councillor Murphy to the Motion from Councillor Holdich	41
12(2)	Alteration to the Motion from Councillor Holdich	43
12(4)	Alteration to the Motion from Councillor Warren	45
12(5)	Amendment from Councillor Sandford to the Motion from Councillor Joseph	47
13(b)	Updated Report – Draft Schedule of Meetings 2019/2020	49

This page has been left intentionally blank.

## QUESTIONS

Questions were received under the following categories:

<b><u>PUBLIC PARTICIPATION</u></b>	
<b>6. <u>Questions from members of the public</u></b>	
1.	<b>Question from Chris Burbage</b>  To Councillor Cereste, Cabinet Member Waste and Street Scene.  With the state of flytipping in the city of Peterborough and especially in my ward of Bretton could the council look at time lapse camera's in the known areas of regular flytipping.

## **COUNCIL BUSINESS**

### **8. Questions on notice to:**

- a) The Mayor
- b) To the Leader or Member of the Cabinet
- c) To the Chair of any Committee or Sub-committee

#### **1. Question from Councillor Sandford**

To Councillor Seaton, Cabinet Member for Resources

The Cabinet keeps telling us that they are keen to ensure that the Council derives maximum benefit from all the assets that it owns. In view of this, could the relevant cabinet member tell us why the top floor of the Central Library in Broadway has remained empty and unused for years? Whilst the Library is managed by Vivacity, the building is owned by the City Council and so why has it been left empty and delivering no benefit whatsoever to Peterborough people for so long?

#### **2. Question from Councillor Shaz Nawaz**

To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development

The Labour Group has tabled motions and questions on social housing on a number of occasions. More specifically we have asked that a Housing Revenue Account be reintroduced subject to approval from the Secretary of State. May I please have an update as to exactly where we are in terms of furthering this objective?

#### **3. Question from Councillor Hogg**

To Councillor Cereste, Cabinet Member for Waste and Street Scene

Can the Cabinet Member for Waste and Street Scene please outline what rate of recycling will be achieved by the new LATCo, Peterborough Ltd?

#### **4. Question from Councillor Whitby**

To Councillor Walsh, Cabinet Member for Communities

Two years ago I brought to the attention of the Group leaders a problem with a couple of advertising vans which had appeared, dumped, in various places around the city. I warned at the time that failure to take strong action to stop this was needed otherwise other unscrupulous companies would begin to do the same. Dumping of these vans for extended periods creates an unsightly addition to the verges around the city, obstructs the view of drivers, damages the verges and stops our workers from cutting the grass amongst other issues.

Sadly my prediction of further vehicles being dumped as fixed advertising hoardings has proven to be true and I have seen personally, six vehicles in various places for some 4 companies.

Can I ask what measures are being taken to take these vehicles off of our verges and move the advertising to where it should be, planned, legal advertising hoardings?

#### **5. Question from Councillor Bond**

To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development

	<p>What is the possibility of plans for traffic provisions on the roundabout located on the A15 junction with Gunthorpe road and Manor Drive?</p>
6.	<p><b>Question from Councillor Saltmarsh</b></p> <p>To Councillor Walsh, Cabinet Member for Communities</p> <p>Whilst I welcome the environmental enforcement measures now in force in the city Centre area please can the cabinet member advise me when the proposed plan for a city wide parking and environmental crime enforcement team will be operating in other areas of the city?</p>
7.	<p><b>Question from Councillor Shaz Nawaz</b></p> <p>To Councillor Seaton, Cabinet Member for Resources</p> <p>The £23m loan to Empower remains unpaid and is understandably causing taxpayers a considerable amount of concern. May I, on their behalf, request a detailed update please?</p>
8.	<p><b>Question from Councillor Joseph</b></p> <p>To Councillor Walsh, Cabinet Member for Communities</p> <p>In 2017 Peterborough was declared a Local Alcohol Action Area by the Home Office 2017.</p> <p>These are areas in which local agencies, including licensing authorities, health bodies and the police will come together with businesses and other organisations to address problems being caused by alcohol in their area. Work in the local alcohol action areas will be focused on the key aims of reducing alcohol-related crime and disorder and reducing the negative health impacts caused by alcohol. Underpinning both of these will be the goal of promoting diverse and vibrant night-time economies.</p> <p>In the light of this does the Cabinet Member think procedures for the granting of alcohol licenses are stringent enough?</p>
9.	<p><b>Question from Councillor Hogg</b></p> <p>To Councillor Seaton, Cabinet Member for Resources</p> <p>When was the last time the Council's Mobile Telephone provision contract reviewed, and what frequency would this normally be carried out?</p>
10.	<p><b>Question from Councillor Bashir</b></p> <p>To Councillor Allen, Cabinet Advisor to the Leader</p> <p>People from many communities value our City Market. There have recently been concerns expressed from both traders and members of the public regarding the lack of footfall and business downturn, particularly when the Stagecoach Bus service was redirected during the roadworks on Westgate.</p> <p>Can reassurances be provided that the Market has a long term future, and enjoys the full support of the City Council?</p>
11.	<p><b>Question from Councillor Joseph</b></p> <p>To Councillor Walsh, Cabinet Member for Communities</p>

	<p>Issues around verge parking are common – what reassurance can you give to residents that the council is taking a proactive approach to address this issue?</p>
12.	<p><b>Question from Councillor Coles</b></p> <p>To Councillor Walsh, Cabinet Member for Communities</p> <p>I was pleased to visit Garden House recently, where I met staff and volunteers who provide support during the daytime for Peterborough’s homeless people. I was also able to speak with some of the guests who are receiving help. I was very impressed to see the mix of services that Safer off the Streets is providing, not just the night shelter scheme in the city, but also daytime support. Could you tell me how the “Safer Off The Streets” partnership is developing in terms of identifying the City’s rough sleeper community and how the Council is working within the partnership?</p>
13.	<p><b>Question from Councillor Martin</b></p> <p>Councillor Ayres, Cabinet Member for Education, Skills and University.</p> <p>There was a proposal for Heltwate Special School and St George’s Hydrotherapy Pool to re-locate to a site in East Ward off Newark Road. I understand that, following the collapse of Carillion, the planning application has been withdrawn. Can the appropriate Cabinet Member please tell me if the project has been cancelled.</p>
14.	<p><b>Question from Councillor Murphy</b></p> <p>To Councillor Cereste, Cabinet Member Waste and Street Scene</p> <p>I’m aware that a number of roads in the city have not been swept for significant periods of time. With Amey now leaving can the Cabinet member provide residents and residents groups with reassurance and information about how these services, including emptying bins and cleaning streets, will be delivered across the authority.</p>
15.	<p><b>Question from Councillor Sandford</b></p> <p>To Councillor Fitzgerald, Cabinet Member for Integrated Adult Social Care and Health</p> <p>Could the cabinet member for health tell us what discussions he has had with health service partner organisations regarding the possibility of a no deal Brexit and what preparations are being made to avoid potentially catastrophic consequences for NHS services and patient care in Peterborough?</p>
16.	<p><b>Question from Councillor Bond</b></p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p> <p>The recent IPCC report showed that unless urgent measures are taken, the Earth could be only a few years away from significant and irreversible climate change. So what new measures has the council taken to reduce its carbon footprint over the last twelve months?</p>
17.	<p><b>Ward Specific Question from Councillor Fower</b></p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p> <p>Could the relevant Cabinet member please inform me as to which roads and footpaths in the Gunthorpe ward are scheduled for resurfacing work between now and the end of the financial year, and also for the 2019/2020 financial year?</p> <p><b>Councillor Hiller responded</b></p>

	<p>There are works planned to be undertaken on the footway near Werrington Brook, these works are planned to be undertaken during February (weather allowing). There are no carriageway works planned.</p> <p>Over the financial year of 2019/20 there are no works planned on the carriageways. There are planned works on the footways along Donaldson Drive and this will be over a couple of years due to the length of the road.</p>
18.	<p><b>Ward Specific Question from Councillor Fower</b></p> <p>To Councillor Ayres, Cabinet Member for Education, Skills and University</p> <p>Could the relevant Cabinet member let me know what work the City Council have undertaken with schools in the Gunthorpe Ward, to help encourage and increase the number of children cycling to and from school, and what plans they have in the coming years to ensure growth in regards this important aspect?</p> <p><b>Councillor Ayres responded</b></p> <p>The Council provides Bikeability training, which is the new cycle proficiency training, to a number of primary schools in Peterborough. Training has recently taken place in Norwood and Gunthorpe Primary Schools which gives our youngsters the ability and confidence to cycle. We also run the Bike-It initiative with a number of schools in Peterborough which aims to encourage active travel. Schools are able to compete in various competitions and promotional events throughout the year.</p> <p>We will continue to engage with and deliver active travel initiatives to schools across the whole of Peterborough to encourage sustainable travel.</p>
19.	<p><b>Ward Specific Question from Councillor Whitby</b></p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p> <p>We have had two major crashes recently in the early morning on Fletton Avenue. It appears that speed was an issue with both of these incidents and this part of Fletton Avenue seems to suffer more than most from speeding vehicles.</p> <p>Can I ask the Cabinet Member what specific measures are being considered to deal with this problem, as it is only a matter of time before one of these accidents involves a fatality.</p> <p><b>Councillor Hiller responded</b></p> <p>In 2018 there were three collisions resulting in injury and two collisions resulting in vehicle damage only, however officers have not yet received the verified reports, and thus are not aware of the underlying causes or contributory factors. Once these are received officers shall review whether any future interventions are required. A scheme is planned at the junction of Fletton High Street and Whittlesey Road to improve the pedestrian crossing facilities.</p>
20.	<p><b>Ward Specific Question from Councillor Davidson</b></p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p> <p>Numerous reports of stray horses were confirmed in the Gunthorpe Ward in 2018.</p> <p>Will the cabinet member consider introducing a cattle guard at all foot bridges, particularly the footbridge Paston to Gunthorpe Ridings, for pedestrians to pass but not cattle/livestock?</p>

	<p><b>Councillor Hiller responded</b></p> <p>This is not a proposal we are able to consider. Whilst we appreciate that cattle grids are useful in the correct setting they are not considered to be suitable in the locations referred to. These locations are used regularly by cyclists and pedestrians including those with mobility issues.</p>
21.	<p><b>Ward Specific Question from Councillor Davidson</b></p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p> <p>Can the cabinet member please consider the structural damage to a lamppost on Gunthorpe Road in front of Happy House Pre-school for replacement? It is a constant reminder of the fatal incident which led to the structural damage in 2017.</p> <p>Will the relevant department deal with this as a matter of priority?</p> <p><b>Councillor Hiller responded</b></p> <p>We would like to thank you for bringing this to our attention and we can confirm that arrangements are being put in place to deal with this situation at the earliest opportunity.</p>

<p><b>8. <u>Questions on notice to:</u></b></p> <p>d) The Combined Authority Representatives</p>	
	None.



**COUNCIL MEETING 23 JANUARY 2019**

**PETITION FOR DEBATE**

**Proposal to be moved by Councillor Hiller:**

“That the Petition is noted, as due to legal constraints, in particular the need to avoid pre-determination by Members of a planning decision, it is not possible to refer the Petition elsewhere, nor to take the action requested.”

This page has been left intentionally blank.



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

## **CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY – OVERVIEW AND SCRUTINY COMMITTEE**

### **DRAFT MINUTES**

**Date: 26<sup>th</sup> November 2018**

**Time: 10am**

**Location: East Cambridgeshire District Council**

#### **Present:**

Cllr Jon Neish	Huntingdonshire District Council
Cllr Tom Sanderson	Huntingdonshire District Council
Cllr Alan Sharp	East Cambs District Council
Cllr Mike Bradley	East Cambs District Council
Cllr Peter Topping	South Cambs District Council
Cllr Philip Allen	South Cambs District Council
Cllr Mike Sargeant	Cambridge City Council
Cllr Markus Gehring	Cambridge City Council
Cllr Ed Murphy	Peterborough City Council
Cllr Irene Walsh	Peterborough City Council
Cllr Chris Boden	Fenland District Council
Cllr Lucy Nethsingha	Cambridgeshire County Council
Cllr David Connor	Cambridgeshire County Council

#### **Officers:**

Kim Sawyer	Interim Chief Executive Officer
Karl Fenlon	Interim Chief Finance Officer
Paul Raynes	Director for Strategy and Planning
Roger Thompson	Director for Housing and Development
Patrick Arran	Interim Monitoring Officer
Anne Gardiner	Scrutiny Officer

Mayor for the Combined Authority, James Palmer was also in attendance.

## **1. Apologies**

- 1.1 Apologies received from:  
Cllr Doug Dew substituted by Cllr Jon Neish  
Cllr Grenville Chamberlain substituted by Cllr Peter Topping  
Cllr June Stokes substituted by Cllr Irene Walsh  
Cllr David Hodgson

## **2. Declaration of Interests**

- 2.1 No declarations of interests were made.

## **3. Minutes**

- 3.1 The minutes of the meeting held on the 29<sup>th</sup> October 2018 were agreed as a correct record.

## **4. Public Questions**

- 4.1 There were no public questions received.

## **5. Mayor for the Combined Authority in attendance.**

- 5.1 The Committee members had been given the opportunity to submit questions prior to the meeting and written response had been provided (Appendix 1) The Chair opened the floor for questions from the members.

- 5.2 The following points were raised during the discussion:-

- In response to a question about the provision of a commercial loan facility of £24.4m to East Cambridgeshire Trading Company the Mayor advised that there were 88 houses which would be renovated and the first units would be put on the market within six months. Therefore, the money would come back from this scheme very quickly.
- The Mayor said that the Combined Authority would welcome other schemes such as this to come forward and that the Combined Authority was open to any organisation, local authority or housing association who would like to bring forward a scheme.
- The Mayor informed the meeting that a review was carried out by government around three months ago who were satisfied with where the Combined Authority was with housing; the Combined Authority would definitely hit the target set for housing however, the Mayor wanted to do more than hit the target.
- In response to question about the possible route options for the CAM system the Mayor advised that his decision to no longer support a northern route had been based on professional advice given to him by experienced engineers who had stated very clearly that the preferred route should be through the village of Coton. Although the Mayor regretted that this was the case he had spoken with the Parish Council and had visited to the village to get a better idea of the situation.

- The Mayor advised that the way to pay for the CAM system to expand further out once it was in place was through the development of garden villages.
- In response to question about the Combined Authority taking on health as a possible secondary devolution deal the Mayor advised that he would have concerns about the authority taking on this in addition to its current deal at this time. To ensure the Combined Authority could take on health would require an extraordinary package, however there were still ongoing discussions around this topic.
- In response to a question on the skills challenge for the area the Mayor advised that he felt this was a long-standing problem going back 20 years when many young people were encouraged to attend university which ignored the need for skills in other forms. The powers that the authority had for post 19 education was not enough and the Mayor had contacted the Secretary for Education to make them aware.
- In regard to training by employers, the Mayor stated that the area was unique in that it had jobs available and the ability to earn good money was there but the quality of the education for the area was not there to match this.
- In response to a question about the prioritisation process for infrastructure projects the Mayor advised that the Cam system would help to directly link people to their homes and work and that the key to problem for many of the transport projects was to get people off the roads and using public transport as a viable alternative.
- Members questioned if there was any work that the Mayor could suggest that the Overview and Scrutiny Committee could do to support the work of the Combined Authority and the Mayor advised he would consider this with Board members to provide some suggestions for the committee to consider.

In response to a question on the increased staffing costs the Mayor said that he was concerned around the increased costs and this was why he had asked for a review to be undertaken by the interim chief executives. The Mayor advised that he had underestimated the costs for the Combined Authority.

- The original claim that staffing costs would not be over £850k had been incorrect but this had been based on a different organisation at the time the statement had been made. Since then the Authority has grown and the LEP was now part of the Combined Authority.
- The earnings of senior staff were similar to staff at other local authorities; and it was important to be able to attract the best staff to manage some of the large projects that the Combined Authority would be managing. Where possible the Combined Authority would second staff from the constituent councils, such as the interim chief executive from East Cambridgeshire District Council. The hope was that staffing costs would be reduced as

more permanent staff were taken on, interim contracts came to an end and consultants were used less.

5.3 The Committee thanked the Mayor for attending the meeting and answering the questions posed.

## **6. Affordable Housing Update**

6.1 The Committee received a brief update from the Director for Housing and Development.

6.2 The following points were raised during the discussion that followed:

- There had been £8m drawn down from the £15m pot of money by Cambridge City Council; there was a concern around the ability to hit the required target as it would require all projects in the pipeline being successful.
- The issue around the legislation blocking the ability to grant housing to shared ownership had been raised with the MHCLG and the Mayor had written to the Minister. The Combined Authority was awaiting a response as to when secondary legislation would be introduced.
- Members raised a concern around the measurements and methodology used to ensure that there was additionality and were advised that officers were keen to ensure that they did not discourage any applications due to a strict methodology for assessing applications. The Director advised that the guidelines that the team were using could be provided to members.
- The Housing Strategy required that 2000 units were built from the £60m and the goal was to use the £40m revolving grant to produce the additional units. More schemes were needed especially from South Cambridgeshire area.
- The Combined Authority would be interested in looking into commercial opportunities and would be looking for a pilot scheme to take forward.
- There were a variety of tools that the Combined Authority could use such as joint ventures, other vehicles and potentially direct development. It was easier to deliver when there was an existing company such as the east Cambridgeshire Trading Company.
- The Committee discussed the need for other councils to set up delivery vehicles but some raised concerns around the increased competition this would create and that this could drive up costs in the area.
- The Director advised that communication between the delivery vehicles being set up was key and that the Combined Authority would welcome joining with other development companies as it would create the additionality that was required.

6.3 The Committee agreed that they needed a session dedicated to housing where there would be time to consider some of the ongoing schemes and would add this to their work programme.

## **7. Medium Term Financial Plan**

7.1 The Committee received the presentation from the Interim Chief Finance Officer, Karl Fenlon. (Appendix 2)

7.2 The following points were discussed:

There were no plans to borrow at present, but the Combined Authority needed to make provision to enable it to draw on the ability to borrow if necessary;

- In regard to staffing costs a good starting point could be around 40% of the revenue budget. Currently there were around 50 members of staff employed by the Combined Authority and around 20 consultants.
- Within the skills budget and the transport budget were salaries for certain number of staff to support those projects.
- It was a requirement that the Combined Authority accrue election costs on an ongoing basis to cover the expenses for the Mayoral election. The Mayor must post a budget which would be agreed by the Combined Authority Board.
- Overheads included the cost of the Alconbury accommodation.
- A zero-based budget analysis had been carried out to reflect what the organisation was doing today; the results of the governance review and the prioritisation exercise would need to be factored in.
- In regard to risk; the Combined Authority was in a very strong reserve position as the Authority was planning to carry forward a years' worth of expenditure as a reserve which allowed for transition time; Interim Chief Finance Officer was confident the organisation was not in a risk position.
- The budget created a significant stretch and challenge for the Combined Authority and a need to ensure a different approach was taken in the delivery of projects.
- Funding around transport in particular would be challenging as there were so many projects. The CPIER report had created further challenge by highlighting the necessity for development. The key would be to get some focus and clarity on the projects.
- The paper that went to the Board in March which detailed the priority projects for the Combined Authority identified the funding requirement for 2019/20 and going forward; most of these projects were being undertaken by the constituent authorities. However, if the Combined Authority was to deliver on all the projects detailed in that report then a large element of the capital budget would be spent.
- The £10m contingency money was to cover overspend on projects as it was felt that these would mainly be around costs to materials which would impact on all projects.

- As part of the prioritisation process decisions needed to be reconsidered and money spent on business case development to create a greater understanding on the priorities. The CPIER report highlighted that the Combined Authority needed to prioritise and find a way to leverage the pot of Devolution Deal funding. From speaking with other Combined Authorities, they had followed a similar process.

7.3 The Committee agreed that they would like to thank the Interim Chief Finance Officer for his openness during their discussion.

The Committee agreed that they would like to ask the following questions at the Board meeting on Wednesday 28<sup>th</sup> November:

1) The Committee wanted to express their thanks to the Interim Chief Finance Officer for his openness and transparency during the presentation the committee received on the draft Medium Financial Plan and recognised that there was still a long way for the Combined Authority to go.

2) The Committee felt it was important that there was a clear connection between the recommendations that had come out of the CPIER report and the prioritisation of projects that the Combined Authority would need to carry out. It was also important that each project should be viewed as part of the larger set of projects for each area not just individually.

3) The Committee wanted to ask if the O&S Committee could be involved in the prioritisation process?

## **8. Project Management Processes**

8.1 The Committee received a presentation from the Director for Strategy and Planning (Appendix 3)

8.2 The following points were raised during the discussion:-

- The process was currently being engrained into the organisation and currently there were not too many contingencies as the process was still being refined.
- Members suggested that internal audit could consider the process which the Director agreed could be discussed with the relevant officer.
- Currently the new committees do not have the delegated powers to sign off on projects but a dashboard for each committee was expected to be provided.
- It was noted that the Housing Director does take a list of ongoing projects to its Housing Committee.

8.3 The Director for Planning and Strategy said that he would make a proposal to the Chair on an appropriate way to give the Committee sight of the full list of projects. This was a working document that changed over time.



The Committee requested that copies of the slides be circulated.

- 8.4 The Committee thanked the Director for Strategy and Planning for the presentation.

## **9. Review of the Combined Authority Board Agenda**

- 9.1 The Committee reviewed the agenda due to come to the Board on Wednesday 28<sup>th</sup> November 2018.
- 9.2 The Committee agreed to raise the questions on the Medium-Term Financial Plan as discussed earlier in the meeting.

The Committee agreed to raise a concern and ask for further information around the Wisbech Rail item and the suggested low-cost option being put forward.

## **10. Mass Rapid Transport Task and Finish Group – Centre for Public Scrutiny Proposal**

- 10.1 The Committee discussed the timeframe for reporting the Task and Finish Group's recommendations into the Board and agreed that the recommendations should be circulated via email for members to comment upon and would then be submitted to the Board in time for the January meeting.  
The Committee would then ratify the decision at the next appropriate meeting.
- 10.2 Cllr Sargeant asked that if members had any comments to email them to him so he could add pass them on to the Centre for Public Scrutiny.
- 10.3 The Committee agreed to ratify the decision taken by the Task and Finish group to engage the Centre for Public Scrutiny.

## **11. Member Update on Activity of Combined Authority**

- 11.1 The Chair advised she had attended both the Skills Committee meeting and the Housing Committee meeting this month and advised that other members attend these in future as it was helpful.

## **12. Combined Authority Forward Plan**

- 12.1 The Committee considered the Combined Authority Forward Plan and commented that it was more detailed and much better than previous forward plans.

## **13. Overview and Scrutiny Work Programme Report**

- 13.1 The Committee received the report which outlined the work programme for the committee for the municipal year 2018/19.
- 13.2 The Committee requested that an item with detailed housing schemes be added to the February meeting.
- 13.2 The Committee agreed to cancel the next meeting due to be held on the 17<sup>th</sup> December 2018 as there were no items on the work programme and the Board meeting would most likely be cancelled on Wednesday.

## **14. Date of Next Meeting**

14.1 The Committee agreed that as the Combined Authority Board was to be cancelled in December that the committee would not meet again until the 28<sup>th</sup> January 2019 at Huntingdonshire District Council.

Meeting Closed: 13:40pm.

Action Sheet – Overview and Scrutiny Committee – 26<sup>th</sup> November 2018

<b>Date</b>	<b>Action</b>	<b>Officer</b>	<b>Completed</b>	<b>Comment</b>
26/11/18	Director for Housing to provide guidelines that the team were using to assess applications.	Roger Thompson	7/12/18	
	Housing item where individual schemes could be discussed to be brought to the February meeting.	Roger Thompson/Anne Gardiner		
	O&S involvement in the prioritisation process for potential schemes	Kim Sawyer/Anne Gardiner		This was asked at the Board meeting and the Mayor advised he would consider what involvement O&S could have.
	The Director for Planning and Strategy said that he would make a proposal to the Chair on an appropriate way to give the Committee sight of the full list of projects.	Paul Raynes	4/01/2019	
	Copies of the presentations to be circulated to members	Anne Gardiner	30/11/2018	
	Recommendations from the Task and Finish group to be circulated to members for comments before being fed back to the Board.	Cllr Sargeant/ Anne Gardiner	28/01/2018	Due to the CAM report being brought to the March Board meeting, the Task and Finish Group report would be brought to the February O&S Committee for approval.

Questions Received from Overview and Scrutiny Committee Members

Question Received from	Question	Response
<p>Cllr Mike Sargeant</p>	<p>I am confused about how the £100 million is being used for Housing outside of Cambridge. 2 schemes are mentioned in the board papers:</p> <p>a.11-12 High Street, Wisbech – the Forward Plan says ‘Using the Combined Authority’s investment capacity to support a potential risk position for Fenland District Council in leveraging in funding for local regeneration’</p> <p>Can you explain how this is being funded and if by using the £100 million Housing Fund how this fits in with the Devolution Deal agreement and the funding by the relevant Government departments?</p> <p>b. MOD site at Ely – the report says in reference to the Housing Strategy ‘This proposal is further supported by paragraph 3.23 to encourage the best use of all property assets, bringing homes that are currently excluded from the market back into market use’ and as a result ‘15 affordable housing units will be provided to a local community lands trust from the total of 92 units.’</p> <p>For the finance it says ‘It is proposed that the Combined Authority provides a £24.4m commercial loan facility for a two-year period to ECTC. Anticipated commencement of drawdown is April 2019 from the £100m Housing programme.’</p> <p>Can you advise if this is from the £40million ‘Revolving Door’ fund out of the £100 million and if so explain how 60% of this fund being tied up until 1 year before the end</p>	<p>a) We have two investment pots (affordable housing and general revenue) and we will use whichever is appropriate to the type of investment being sought.</p> <p>b) It is important to correct a serious, and potentially misleading, interpretation of the scheme if it is considered to provide units at £1.6M each. In fact, the loan means that all funding is returned to the CPCA, so it will deliver 15 affordable homes at <b>zero cost</b>. Unlike grant which is simply given away, this proposal will return the funding back into the CPCA with interest to deliver more affordable homes in the future. It also enables us to bring forward 77 market homes and a further opportunity for more affordable homes from a potential additional development within the site. All at no cost to the tax payer. The proposal is for the £24.4m to come from the £40m revolving fund, which the Board created as a means of providing affordable housing out of recycled funds.</p> <p>Loan repayments are projected to start before the end of 2019 and be re-paid in full by March 2021. As the repayments are received, those funds will immediately be available for further revolving fund initiatives elsewhere. It will offer the combined authority a larger pool of capital to deliver even more affordable housing.</p>

	<p>of the £100 million funding period impacts the programme for delivering much needed affordable homes when this will only deliver 15 homes at £1.6 million each?</p> <p>c. I am also concerned about the lack of progress overall in the Housing Investment Programme where the forecast in the Budget Monitor Forecast is for expenditure of £6.63 million well short of the May 2018 MTFP of £27.12 million. Can you advise on the reasons for the lack of progress in this financial year?</p>	<p>c) When we agree grants we have a cashflow position whereby grant money is paid in stages through phases of development as construction proceeds, so the full amount of grant paid is not captured until the houses are complete. As at October 2018 we have £16.755m approved by board for schemes at this time. We are seeing some impact as a result of us not being able to offer grant for affordable rental units until the MHCLG complete the secondary legislation that will resolve the issue around this. We are assured that MHCLG are dealing with this. We have a pipeline of projects that supports a view that, despite a potential temporary slowdown, we remain confident in achieving our targets by March 2022.</p>
--	---	---

# Cambridge & Peterborough Combined Authority

Budget (19/20) and Medium Term Financial Plan (to 2023)

## CORE CAPITAL FUNDING

	Prior Years	2018-19	2019-20	2020-21	2021-22	Later Years	Total
<b><u>Funding under direct control</u></b>							
Gainshare	24	12	12	12	12	288	360
Transforming Cities Funding		5	17	22	30		74
40% of £100m Housing Infrastructure Fund	16	6	6	12			40
<b><u>Funding Passed through to 3rd parties</u></b>							
£70m Housing Infrastructure Fund	21	17	17	15			70
60% of £100m Housing Infrastructure Fund	24	9	9	18			60
NPIF		7					7
Highways Capital Maintenance Grants	23	23	23	23	23		116
Cambridge South Station			5				5
<b><u>Funding to be Developed</u></b>							
TIF							
Borrowing		56	29				85
LVC							

Confirmed  
Funding  
£186m

Subject to 5  
year review  
£288m

Passported  
Funding  
£257m

Developed  
Funding  
£85m

TOTAL  
£816m

Note that passported highways funding could be retained by the CA but is subject to existing allocations until 2021

# Revenue Sources

<u>Revenue Budget for CPCA</u>						
Forecast Outturn						
£000's		2019/20	2020/21	2021/22	2022/23	
		£000's	£000's	£000's	£000's	£000's
	<b>Revenue Funding Sources</b>					
(8,000.0)	Revenue Gainshare	(8,000.0)	(8,000.0)	(8,000.0)	(8,000.0)	
(1,000.0)	Mayoral Capacity Building Fund	(1,000.0)	0.0	0.0	0.0	
(246.0)	Growth Hub BEIS	(246.0)	(246.0)	(246.0)	(246.0)	
(500.0)	LEP Core Funding from BEIS	(500.0)	(500.0)	(500.0)	(500.0)	
(333.8)	Energy Hub Contribution (Staff Costs)	(470.7)	(477.7)	(484.9)	(492.2)	
(250.0)	EZ contribution to LEP activity	(250.0)	(250.0)	(250.0)	(250.0)	
(162.8)	AEB Funding	(12,139.6)	(12,099.0)	(12,099.0)	(12,099.0)	
(300.0)	CEC Skills Funding (quarterly claims)					
(500.0)	Growth Fund Contribution	(500.0)	(500.0)	(500.0)	(500.0)	
<b>(11,292.7)</b>	<b>Total Revenue Funding</b>	<b>(23,106.3)</b>	<b>(22,072.7)</b>	<b>(22,079.9)</b>	<b>(22,087.2)</b>	



# Revenue

Forecast Outturn £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's
<b>(11,292.7)</b>	<b>(23,106.3)</b>	<b>(22,072.7)</b>	<b>(22,079.9)</b>	<b>(22,087.2)</b>
<b>Income</b>				
349.4 Mayor's Office	352.2	355.1	357.9	360.9
5,502.1 Salaries	5,499.5	5,559.3	5,639.7	5,721.3
547.0 Externally Commissioned Support Service	525.0	525.0	525.0	525.0
687.8 Overheads	522.0	522.0	522.0	522.0
150.6 Governance Costs	237.9	228.8	250.6	50.0
260.0 Election Costs	260.0	260.0	260.0	260.0
0.0 Capacity Funding	250.0	250.0	250.0	250.0
<b>(700.0)</b> Financing	<b>(300.0)</b>	1,190.0	1,743.8	1,925.0
<u>Workstreams</u>				
868.1 Economic Strategy	519.9	568.8	567.8	316.8
1,350.0 Transport Feasibility non-capital	3,000.0	6,000.0	3,000.0	500.0
926.6 Other Transport Revenue	350.0	250.0	0.0	0.0
1,015.3 Business & Skills	11,760.1	11,793.1	11,710.6	11,656.1
416.0 Public Sector Reform	400.0	0.0	0.0	0.0
364.2 Other 2018/19 Workstreams	0.0	0.0	0.0	0.0
<b>444.3</b> Net Position for year	<b>270.3</b>	<b>5,429.5</b>	<b>2,747.6</b>	<b>(0.0)</b>
<b>(9,450.7)</b> Revenue balance @ 31st March	<b>(9,180.3)</b>	<b>(3,750.9)</b>	<b>(1,003.2)</b>	<b>(1,003.2)</b>

## Notes:

Salaries assume we operate within

current headcount

All contract positions converted to staff in Q1

Borrowing fully drawn in 2022/3

Feasibility capacity is key to the future

# Key Dates

- 16 November: CPSB introduction
- 21 November: Constituent S151 officer discussion
- 28 November: CPCA Board
- 29 November: Consultation commences
- 31 December: Consultation ends
- 16 January: CPCA Informal Cabinet
- 30 January: CPCA Board
- 13 February: CPCA Board budget meeting

# Capital (1)

Direct Control (4.4)	Reserve	19-20	20-21	21-22	Future Years
Cambridge South Station		0.75	0.75		
King's Dyke CPCA contribution		4.60	6.00	5.80	
Peterborough University - Business case		1.45	1.41	9.74	
Soham Station GRIP 3		0.95			
St Neots River Crossing cycle bridge		2.50	0.95		
Wisbech Garden Town		0.75	0.75	0.75	
Wisbech Rail		0.75	1.75		
Wisbech Access Study				4.00	
Digital Connectivity Infrastructure Programme		1.99	1.96	1.28	
Risk contingency fund		10.00			
<b>Total Committed Expenditure</b>		<b>23.74</b>	<b>13.56</b>	<b>21.57</b>	
Capital Gain Share		(12.00)	(12.00)	(12.00)	(12.00)
Transforming Cities		(17.00)	(22.00)	(30.00)	(21.00)
<b>Direct Control in-year Funding Total</b>		<b>(29.00)</b>	<b>(34.00)</b>	<b>(42.00)</b>	
<b>Available in-year funding</b>		<b>(5.26)</b>	<b>(20.44)</b>	<b>(20.43)</b>	
<b>Schemes previously identified and costed</b>					
Ely Rail GRIP 4 next stage		1.00	2.00	2.00	
Market Town pump priming		1.00	2.00	2.00	
Soham Station Delivery			9.00	11.00	
Coldhams Lane roundabout improvements		0.30	2.20		
Fengate Access Study - Eastern Industries Access - Phase 1		0.30			
Fengate Access Study - Eastern Industries Access - Phase 2		0.10	0.10		
March junction improvements		1.00	3.31	1.55	
Regeneration of Fenland Railway Stations		2.70	3.00	3.00	
A10 Foxton Level Crossing		1.50			
A1260 Nene Parkway Junction 15		0.25	1.96	3.85	
A1260 Nene Parkway Junction 32-3		0.20	3.70		
A141 capacity enhancements		1.00	2.00	2.60	
A16 Norwood Dualling		0.05	0.08		
A505 Corridor		0.50			
A605 Oundle Rd Widening - Alwalton-Lynch Wood		0.50			
<b>Total</b>		<b>10.40</b>	<b>29.34</b>	<b>26.00</b>	
<b>Movement on reserves if approved</b>	<b>(25.19)</b>	<b>5.13</b>	<b>8.90</b>	<b>5.57</b>	

Approved items with business cases

Identified priorities to be brought forward with business cases

# Capital (2) Unfunded Schemes

<b>Potential Future Schemes (4.16)</b>						
A10 Upgrade			11.00	11.00	450.00	
A47 Dualling Study			5.00	5.00	218.00	
Cambridge Autonomous Metro			10.00	40.00	1,960.00	
Cambridge South Station				10.00	250.00	
Huntingdon Third River Crossing					200.00	
Peterborough University - Land and Infrastructure for build			10.00	20.00		
Wisbech Garden Town						
Wisbech Rail			8.00	60.00	30.00	
A16 Norwood Dualling					9.58	
A505 Corridor				100.00	150.00	
Alconbury Weald Train Station						
East-West Rail						
Ely Area Capacity Enhancements						
Fengate Access Study - Eastern Industries Access - Phase 1				4.03	4.03	
Fengate Access Study - Eastern Industries Access - Phase 2					6.55	
M11 Extension					2,500.00	
Oxford Cambridge Expressway						
<b>Potential Future Schemes Total</b>			<b>0.00</b>	<b>44.00</b>	<b>250.03</b>	<b>5,778.15</b>

# Capital (3)

Passported (4.9)	Reserves	19-20	20-21	21-22	Future years
A47 Junction 18 Improvements		2.00			
Cambridge City Housing Programme (£70m)		16.69	26.12	7.02	0.14
East Cambs - Housing Loan Provision		4.83			
Housing Infrastructure Programme (£60m)		20.66	20.33	10.00	
LTP Schemes with PCC and CCC (potholes)		23.08	23.08	23.08	23.08
Housing Investment Fund (£40m)		23.00	17.00		
<b>Passported Expenditure Total</b>		<b>90.26</b>	<b>86.52</b>	<b>40.10</b>	<b>23.21</b>
DfT Capital Funding (potholes)		(23.08)	(23.08)	(23.08)	(23.08)
Housing - Cambridge City (£70m)	(17.98)	(17.00)	(15.00)		
Housing Infrastructure Fund (£60m)	(23.99)	(9.00)	(18.00)		
East Cambs - Housing Loan Repayment*		(1.18)	(5.33)		
National Priorities Investment Fund	(2.00)				
Housing Investment Fund (£40m)	(22.00)	(6.00)	(12.00)		
<b>Passported Funding Total</b>	<b>(65.97)</b>	<b>(56.25)</b>	<b>(73.40)</b>	<b>(23.08)</b>	<b>(23.08)</b>

\* this apparent excess of funding is repayment of grant paid out in 2018-19

Growth Funds (4.14)	Reserves	19-20	20-21
Kings Dyke Growth Deal contribution		1.40	
A428 Cambourne to Cambridge		3.00	5.00
Ely Rail Project		1.35	
In_Collusion (Digital Sector Skills)		0.02	
Wisbech Access Strategy - Delivery Phase		4.00	5.50
Soham Station Feasibility		1.00	
Haverhill Innovation Centre		0.65	0.65
Small Grants Programme		0.10	0.10
Business Growth Programme		4.00	4.70
Eastern Agritech Initiative		2.50	3.00
Skills Capital Fund		1.00	1.00
Major Project Grants		14.00	22.50
Revenue Recharge to Growth Funds		0.50	0.50
<b>Growth Funds Expenditure Total</b>	<b>0.00</b>	<b>33.52</b>	<b>42.95</b>
Growth Fund Income	(25.32)	(15.88)	(35.74)
<b>Growth Fund Income Total</b>	<b>(25.32)</b>	<b>(15.88)</b>	<b>(35.74)</b>

Of the total some £21m (27%) relates to growth driven by infrastructure investment



## **Project Management**

**Overview and Scrutiny Committee  
November 2018**



## What is a CPCA project?



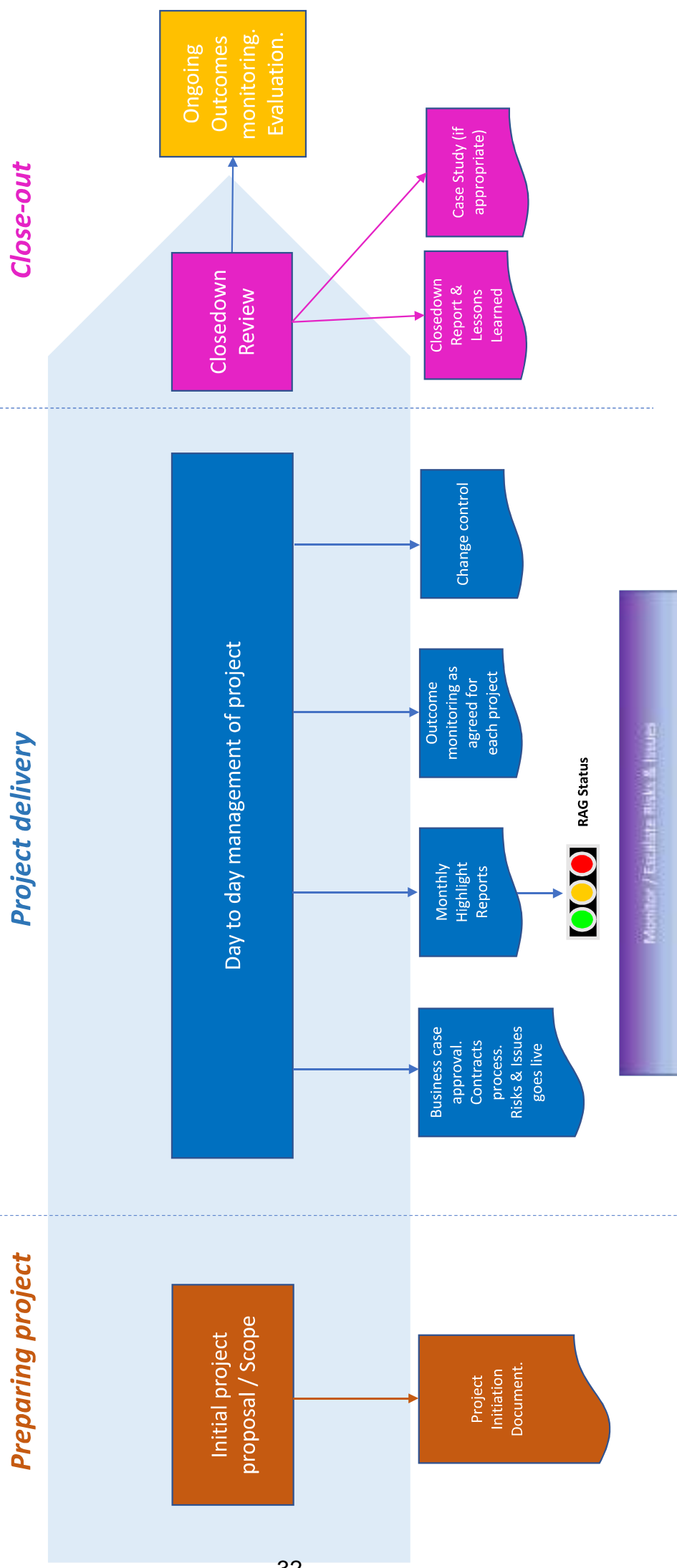
- Capital expenditure to deliver a specific outcome
- Feasibility studies (revenue or capitalised)
- Legacy programmes / activities from LEP

Needs to have Board or delegated approval and entry on the Medium Term Financial Plan. Some projects managed together as Programmes (for example Agri-tech Grant Fund). Includes projects delivered by partners.

- Not revenue funded service activity
- Not day to day corporate activity

We also put project management discipline around major strategy development projects (eg LTP, Spatial Plan)

# Project management process





# Summary of key accountabilities



## **Project managers: responsible for project**

- develop Project Initiation Document, run project, keep to budget/timing/objectives, propose changes if needed, manage risks, highlight reporting and manage closedown

## **Project directors/project boards: overall project direction**

- propose PID to SMT for approval, review risks, agree change requests within delegation, promote change requests not delegated to SMT

## **CPCA Senior Management Team (SMT): strategic fit and interdependencies**

- agree new projects; recommend projects to go to CPCA Board in line with MTFP, corporate overview of Red and Amber rated projects

## **CPCA Board: sets strategic direction**

- sets MTFP, approves budget above delegated limits, receives corporate dashboard.

## **Where are we now?**

1. All projects have a named internal CPCA project manager
2. Performance management in place across our projects:
  - monthly highlight reports to SMT
  - ‘critical friend’ clinics
  - quarterly dashboard report to CPCA Board
3. A project register maintained as a corporate document
4. Pre-PID waiting list of potential projects maintained
5. Business case approval process in place for new projects
6. Existing Overview and Scrutiny arrangements
7. Review of project management agreed by SMT

# Example highlight report:

CPCA - Project Highlight Report													
Project Name		Project Highlight Report Date		Funding Source		Green		Concept Status (if direction of travel)		Analysis			
Director								Overview and short narrative on project status					
Director		2020 Antidote Theme		3% Units Complete		Actual Spend		Forecasted Completion Date		Forecasted Total Spend			
Agreed start date		Agreed completion date											
Agreed Project Budget / Cost Ceiling													
Key Activities This Period													
Key Activities Next Period													
Programme Budget													
Agreed Budget		Actuals to date		Actuals & Committed to date		RAG Status		Proposed expenditure to the end of period		Proposed variance to the budget		Comments	
						Green				£0.00			
Project Milestone Progress													
Milestone #		Milestone Description		Start Date		3% Complete		Baseline End Date		RAG Status			
1													
2													
3													
Key Risks and Issues (Top 3)													
ID		Identity of Risk or Issue		Component		Risk Score (after mitigation)		Owner		Mitigation			
1						Tolerable							
2						Minor							
3						Significant							
4						Major							
5						Severe							

## **What are we planning to do next**

1. Update the PID template and standardise documents
2. Increased emphasis on accountability for and recording change decisions
3. Standardise practice on use of the Red, Amber, Green ratings
4. Review of existing projects to ensure project management is in line with the agreed standard
5. Update guidance to staff on project management, based around ten-point guide
6. Training for project owners

## Project Initiation Document Summary

Project title:	If a multi-stage project, describe the stage seeking approval (e.g. Feasibility Study of Road Scheme X)
Project outcome:	Describe in a single paragraph the key outcome/s the project stage will achieve (not the outputs, nor overall scheme outcomes)
Project outputs	Specific deliverables and metrics
Strategic fit	Assessment against CPCA strategic priorities and wider background, including impact of 'do nothing' scenario
Total Project Value (£K):	State the value and whether any existing agreements are in place.
Total Funding from CPCA:	Indicate what risk premium has been applied to any cost estimates.
Total Scheme Value:	
Source of CPCA funding:	State the funding stream. Existing budget entry on Medium Term Financial Plan: YES/NO
Procurement route:	
Project programme	Include a GANTT chart or equivalent included showing Start, Finish, Milestones and critical dependencies
Exit strategy	Describe what will happen after CPCA funding ends
Risk Register	Identify key risks associated with project
Evaluation method	Describe what evaluation will be undertaken
CPCA Director:	
Project Manager(s):	Needs to have an internal CPCA Project Manager, even if project is sub-contracted with an external PM
Other staff and resources:	

## Ten point guide

1. Defining a project
2. Agreeing levels of responsibility
3. Initiating a project
4. Documenting the project
5. Handling project risk
6. Controlling changes to project
7. Managing project budget
8. Monitoring outcomes and outputs
9. Evaluating a project
10. Closing a project

## Example: A47 Dualling project

- Project manager identified, PID developed
- Strategic Outline Business case → review → revised approach
- Business case considered and approved by CPCA Board
- MTFP contains budget
- Entered on Single Project Register and highlight reporting in place
- Project manager overseeing the contracted technical work on next stage
- Gateway process in place to consider progression to future stages
- Subject to positive Gateway outcome, Project Board will be established to oversee next stages





## **COUNCIL MEETING 23 JANUARY 2019**

### **MOTION FROM COUNCILLOR HOLDICH**

**Amendment from Councillor Murphy to be moved as follows:**

“The east west train service (Birmingham to Stansted) is a vital service for our city, whilst it is a good hourly service it has an appalling lack of capacity ~~users of this will know it does not matter what time of day you use it.~~ For many it is standing room only for most of your journey and the operator knows it because there is always an apology for only having two coaches and this has been the same for years.

Council notes that are various factors involved, for instance:

- there is a shortage of diesel multiple unit rolling stock at present, especially of the Class 170 Bombardier Turbostar trains that currently serve the Birmingham-Leicester-Peterborough-Cambridge-Stansted route;
- More of these trains may become available when new fleets are delivered, for example the Greater Anglia franchise is soon to bring into service a completely new electric-diesel 'bi-mode' fleet which will allow some Turbostars to be cascaded to other operators.
- they already run a Birmingham-Leicester stopping service using the same kind of Turbostars that is occasionally extended to Cambridge at peak times but with a bit of creativity and investment might run all day;
- The outcome of Keith Williams' review of the structure of the rail industry is currently taking place and the operator of the next franchise may bid to strengthen the length of the trains on this route and provide a more frequent service;
- there is however also talk of reshaping the franchise so that Birmingham-Stansted might end up as part of TransPennine Express rather than CrossCountry, which could cause further delay to improvements.

This council resolves to ask the rail minister Andrew Jones MP to insists the train operator improves this

situation without delay not only for the passenger experience but for the economy of our city on this and for this vital East West connection through our city.

The council asks Mayor Palmer to raise this issue with the rail minister when he meets him next month and to together consider the issues identified in this motion.

Council believes the Mayor should be tasked with seeking things which are achievable quickly and those which are likely to be strengthening the existing services by coupling on some of the former Greater Anglia Turbostars as they become available, and looking creatively at the timetable to extend more of the Birmingham-Leicester services at least as far as Cambridge.”

This page has been left intentionally blank.

**COUNCIL MEETING 23 JANUARY 2019**

**MOTION FROM COUNCILLOR HOLDICH**

**Alteration from Councillor Holdich to be moved as follows:**

~~“It is no secret that there is a shortage of housing not only in our city but nationally. It is no secret that we need more homes, including affordable homes, to be built.”~~

This council urges Government to work with the LGA and councils to give councils the power to enable the council to compel developments to be brought forward, either through the council tax process or the planning regime. This would have many advantages, it would bring competition to the market holding down prices, bring forward much needed affordable homes, create jobs, and give a boost to the construction industry.”

This page has been left intentionally blank.

## COUNCIL MEETING 23 JANUARY 2019

### MOTION FROM COUNCILLOR WARREN

#### Alteration from Councillor Warren to be moved as follows:

Following a recent visit to a local secondary school where I spoke with a number of children about their school environment, I was made aware of some of the social pressures facing young adults particularly from online bullying and the associated pressures found at home and in school.

It seems that young adults are increasingly suffering from some form of mental disorder which if not addressed could lead to real mental illness. Recent NHS figures show one in eight people under age of 19 in England had a disorder in 2017.

Considering this fact, I would like to propose that the council investigate ways as to how it can improve publicising the support on offer in the City from a range of partners which includes: and explore the possibility of providing youth

- Peterborough City Council promote and publicise the Keep Your Head website.
- Peterborough City Council commissioned service called CHUMS, which provides a variety of support to young people, which can include group work as well as one to one work with young people with more complex difficulties.
- The NHS provides a Child and Adolescent Mental Health Service, which supports young people who have the most complex mental health issues.
- Centre 33 there to support young people in Cambridgeshire and Peterborough with a wide range of issues including one-to-one confidential counselling to young people aged 13-25 and currently offers counselling in schools in Cambridgeshire.
- Emotional Health & Wellbeing Service provides support to schools across Cambridgeshire and Peterborough. The service provides advice and guidance for school staff working with children and young people experiencing emotional difficulties and distress.
- Peterborough City Council's children in care have access to an app called MOMO (Mind Of My Own) where they can talk in confidence.

Schools do play an important role in helping young people to develop resilience, and the Personal, Social and Health Education curriculum is a key way in which young people are supported.

I would ~~also~~ request that council speaks to schools asking them to investigate the setting up of mental health workshops ~~in schools~~ specifically aimed at children, so they can talk freely about mental health issues and discuss their concerns and put forward their own ideas to reduce the risk of harm for all vulnerable young people.”

This page has been left intentionally blank.

## **COUNCIL MEETING 23 JANUARY 2019**

### **MOTION FROM COUNCILLOR JOSEPH**

**Amendment from Councillor Sandford to be moved as follows:**

“The council is preparing to launch its LATco in February. The plan is to transfer services, initially those currently undertaken by Amey, to the LATco with the aim of increasing their cost effectiveness and efficiency.

The LATco will, it is hoped, be able to improve the quality of services and also generate income for Peterborough City Council and thereby provide much need funds to support our vital but cash starved services.

The successful provision of these initial tranche of services by the LATco should pave the way for further services to be moved from outsourced providers to the LATco, thereby enabling the council to further improve efficiency.

The council recognises that:

- It is critical that the LATco be transparent and accountable.
- The Latco must operate with strict adherence to best working practices, providing staff with a safe, open & ethical working environment for all its staff.
- The Latco must be mindful of the wellbeing and development of its employees and stakeholders.
- The Latco should work to support the Council's corporate objective of creating the UK's environment capital.

The council therefore resolves to recommend to Cabinet:

Have the makeup of the board of directors to be a broad representation of stakeholders. To achieve this, we feel that it would be appropriate that the board includes the following as a minimum:

- Representatives from the relevant trade unions
- A minimum of 2 staff members
- Cross party representation from councillors

In this way we feel that the LATCO will be open, transparent and accountable and in touch with the needs and interests of those it represents.”

This page has been left intentionally blank.



<b>COUNCIL</b>	AGENDA ITEM No. 13(b)
<b>23 JANUARY 2019</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director of Law and Governance	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Manager	Tel. 452460

## **UPDATE REPORT - DRAFT PROGRAMME OF MEETINGS 2019/20**

R E C O M M E N D A T I O N S	
<b>FROM:</b> <i>Director of Law and Governance</i>	<b>Deadline date:</b> <i>N/A</i>
<p>It is recommended that Council approves, in principle, the updated draft programme of meetings for 2019/20 (attached at Appendix 1 to this update report).</p>	

### **1. PURPOSE AND REASON FOR REPORT**

- 1.1 This update report is provided following a revision to the draft programme of meetings proposed, in relation to the Full Council Meeting Start Time.

### **2. FULL COUNCIL MEETING START TIME**

- 2.1 The proposed start time for meetings of the Full Council has been returned to the current status quo of 7pm.
- 2.2 This is in order to provide the Constitution and Ethics Committee an opportunity to consider the results of the survey sent to all Members and make a recommendation to Council.
- 2.3 This recommendation will be submitted to Council alongside the programme of meetings at Annual Council, for a final decision.

### **3. CONSULTATION**

- 3.1 Consultation has been undertaken with Council officers and partner organisations.

### **4. IMPLICATIONS**

#### **Financial Implications**

- 4.1 There are no financial implications for the recommendation contained in the report.

#### **Legal Implications**

- 4.2 There are no legal implications for the recommendation contained in the report.

#### **Equalities Implications**

- 4.3 There are no equalities implications for the recommendation contained in the report.

### **5. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

5.1 Peterborough City Council Constitution.

**6. APPENDICES**

6.1 Appendix 1 – updated draft programme of meetings for 2019/20.

PETERBOROUGH CITY COUNCIL MEETING DATES JUNE 2019 - MAY 2020														
MEETING	TIME	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
COUNCIL (Wednesday)	19:00		24			16		18	22		11			
Annual Council (Monday)	6pm													1
Cabinet (Monday)	10am	10			23		18			3	30			
Cabinet Budget Meeting (Monday)	10am		15			7		9		24				
Shareholder Cabinet Committee (Monday)	10am	24			9			2			2			
<b>SCRUTINY COMMITTEES</b>														
Health Scrutiny Committee (Monday)	7pm		22		16		4		20					
Adults & Communities Scrutiny Committee (Tuesday)*	7pm	1*			10		12		14		3			
Growth, Environment & Resources Scrutiny Committee (Wednesday)	7pm	10			4		6		8	25*				
Children & Education Scrutiny Committee (Thursday)*	7pm	4			5		14		13*		5			
Scrutiny of the Budget	6pm	19				1	27			12				
<b>COMMITTEES OF COUNCIL</b>														
Appeals and Planning Review Committee (Monday)	7pm													
Audit Committee (Monday)	7pm		15		23		18			10	23			
Planning & Env. Protection Committee (Tuesday)	1.30pm	11	2 + 23		10 + 24	15	5 + 26	17	7 + 28	11	10 + 31	21		
Licensing & Licensing Act 2003 Committee (Thursday)	7pm	13	11		10		21	5		13		23		
Employment Committee (Thursday)	7pm	20			12				16		19			
Constitution and Ethics Committee (Monday)	7pm		8						6					
Corporate Parenting Committee (Wednesday) (Informal @ 5:30pm)	6:30pm	5	17		25		20		15		25			
Health and Wellbeing Board (Monday)	1pm	24			16			16			9			
<b>OTHER BODIES</b>														
Cambridgeshire and Peterborough Combined Authority Board	-	26	24		25	30	27	18	29	26	25	29		
Combined Fire Authority	2pm	20					7			5				
Cambridgeshire Police and Crime Panel (Wednesday)	2pm	26			11		13		29	19	18			24
Eastern Shires Purchasing Organisation	11am													
<b>PARTNERSHIP AND LIAISON MEETINGS</b>														
Safer Peterborough Partnership (Wednesday)	3pm - 5pm				4		27			26			29	
Parish Council Liaison (Wednesday)	6.30pm		3		18			11		26		22		
Children and Families Joint Commissioning Board	1.30pm													
Adults Joint Commissioning Boards	2:45pm													
<b>WORKING GROUPS</b>														
All Party Policy (Thursday)	6pm	27	25		26	31	28		30	27	26			30
Cabinet Policy Forum	5.30pm													
<b>CONFERENCES</b>														
Conservative Party	-													
Labour Party Annual Conference	-													

PETERBOROUGH CITY COUNCIL MEETING DATES JUNE 2019 - MAY 2020														
MEETING	TIME	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Liberal Democrats Autumn Conference	-													
UKIP National Conference	-													
Local Government Association Annual Conference	-		2 - 4											