



## CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 29 May 2019

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

Item	Topic	Decision
	<b>Part 1 – Governance Items</b>	
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 Peterborough Board. A declaration on non-pecuniary interest was</p>

		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"> <li>ii) Cambridgeshire and Peterborough Fire Authority</li> <li>iii) Cambridgeshire and Peterborough Clinical Commissioning Group</li> </ul> <ul style="list-style-type: none"> <li>d) Note the named representative and substitute representative for each organisation as set out in the report</li> <li>e) Agree that the late notifications of appointments to the Monitoring Officer shall take immediate effect</li> <li>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.</li> </ul>
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"> <li>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).</li> </ul>
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"> <li>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;</li> </ul>

		<ul style="list-style-type: none"> <li>b) Approve the amended political party representation on the Overview and Scrutiny Committee;</li> <li>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);</li> <li>d) To agree that the Overview and Scrutiny Committee consider the co-option of an independent member from a Constituent Council</li> </ul>
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"> <li>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;</li> <li>b) To agree the political balance on the committee as set out in Appendix 1;</li> <li>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);</li> <li>d) Appoint a Chair and Vice Chair of the Audit and Governance Committee for the municipal year 2018/2019;</li> <li>e) To agree that the Audit and Governance Committee consider the co-option of an independent member from a Constituent Council.</li> </ul>

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"> <li>a) Approve the appointment of John Hill and Kim Sawyer as Joint Chief Executive of the CPCA with immediate effect</li> <li>b) Review these arrangements by 31 May 2021</li> <li>c) Appoint Jon Alsop as the Section 73 Chief Finance Officer to the CPCA;</li> <li>d) Approve the appointment of Dermot Pearson as the Interim Monitoring Officer.</li> </ul>
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"> <li>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)</li> </ul>
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"> <li>a) Review the Members' Allowances Scheme (Mayor's and other Allowances)</li> <li>b) Agree the scheme for the Mayoral allowance as set out in Appendix 1 and summarised in para 2.6 (a) to (c);</li> </ul>

		<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"> <li>(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.</li> <li>(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.</li> </ul> <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>

		<p>a) Note the provisional outturn position against budget for the year to 31 March 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>
	<b>Part 3- Combined Authority Decisions</b>	
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" data-bbox="833 1046 1767 1270"> <thead> <tr> <th data-bbox="833 1046 1301 1094">Constituent Council</th> <th data-bbox="1301 1046 1767 1094">Allocation /£</th> </tr> </thead> <tbody> <tr> <td data-bbox="833 1094 1301 1142">Peterborough City Council</td> <td data-bbox="1301 1094 1767 1142">4,958,107</td> </tr> <tr> <td data-bbox="833 1142 1301 1222">Cambridgeshire County Council</td> <td data-bbox="1301 1142 1767 1222">18,583,352</td> </tr> <tr> <td data-bbox="833 1222 1301 1270">Total</td> <td data-bbox="1301 1222 1767 1270">£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									
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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> <ul style="list-style-type: none"> <li>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).</li> </ul>
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> <ul style="list-style-type: none"> <li>a) Note the draft Local Transport Plan for the Cambridgeshire and Peterborough Combined Authority and approve consultation on the basis of the draft.</li> <li>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.</li> </ul>
3.6	Non-Statutory Strategic Spatial Framework Phase 2 – Public Consultation	The report was withdrawn.
3.7	Connecting Cambridgeshire	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

		<p>for full fibre coverage and the incorporation of fibre ducting in future transport schemes.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the progress of the Digital Connectivity Programme during 2018/19 and outline objectives for 2019/20.</li> <li>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.</li> <li>c) Endorse the proposed increase to the full fibre coverage target to over 30% coverage by 2022 within the existing programme budget.</li> </ul>
	<b>Part 4- Recommendations from the Business Board</b>	
4.1	<p>For approval as Accountable Body:</p> <ul style="list-style-type: none"> <li>i. Growth Deal Project Proposals May 2019 (Key Decision)</li> <li>ii. Growth Programme Budget Monitor</li> <li>iii. Annual Delivery Plan</li> </ul>	<p>The Board received a report requesting that they consider and approve the following Business Board recommendations.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>1. Growth Deal Project Proposals May 2019 <ul style="list-style-type: none"> <li>a) Approve those schemes recommended by the Business Board at its meeting on 28 May 2019.</li> </ul> </li> <li>2. Growth Programme Budget Monitor <ul style="list-style-type: none"> <li>a) Agree the submission of the Growth Deal monitoring report to Government to end Q4 2018/19.</li> </ul> </li> </ul>

		<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> <p>a) Consider the proposal for a pilot one-year inward investment service for Greater Peterborough area; and</p> <p>b) Approve the one-year contract funds to Peterborough City.</p>
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> <p>a) Approve the development of an Outline Business Case for September 2019;</p> <p>b) Authorise Officers to form a Company Limited by Guarantee in June 2019;</p> <p>c) Agree the funding strategy for the services and authorise Officers to:</p>

		<ul style="list-style-type: none"> <li>i) Submit proposals for external funding to Local Growth Fund, Growing Places Fund, European social Fund and European Regional Development Fund</li> <li>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.</li> </ul>
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"> <li>a) Agree the revised single Assurance Framework (tabled), which is in line with the Ministry of Housing, Communities &amp; Local Government's revised National Local Growth Assurance Framework for Mayoral Combined Authorities with a Single Pot and Local Enterprise Partnerships.</li> </ul>
	<b>Part 5 – Recommendations from the Skills Committee</b>	
5.1	Creation of Cambridgeshire & Peterborough Employment & 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 &amp; Skills Board and the proposed Terms of Reference for the Cambridgeshire and Peterborough Employment &amp; Skills Board.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Agree to the creation of a Cambridgeshire &amp; Peterborough Employment &amp; Skills Board</li> <li>b) Agree to the proposed Cambridgeshire &amp; Peterborough Employment &amp; Skills Board Terms of Reference</li> </ul>

		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 &amp; Enterprise Company (CEC) contract for Cambridgeshire and Peterborough.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>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.</li> <li>b) Agree to a revised contract with CEC to August 2020 and linking the match funding provided to Peterborough City Council for Opportunity Peterborough.</li> <li>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.</li> </ul>
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"> <li>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;</li> <li>b) Approve:</li> </ul>

		<ul style="list-style-type: none"><li>i. Running an academic partner review, comparison and selection process that includes PRC, ARU and others.</li><li>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 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.</li><li>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;</li><li>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.</li><li>v. Officers procuring expert consultants to support the execution of that Action plan to these timescales;</li><li>vi. A review, through the Outline Business Case Process, of the current assumptions regarding:</li></ul>
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		<p>a) The level of CPCA capital investment in the build; and</p> <p>b) The Governance Process of the University Programme.</p> <p>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.</p> <p>d) The definition of the University as set out in 2.5 of the report.</p>
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>Approve and adopt the Skills Strategy at Appendix A of the Business Board report.</p>
	<b>Part 6 – Date of Next Meeting</b>	
6.1	Wednesday 26 June 2019 at 10.30am, Kreis Viersen Room, Shire Hall, Cambridge, CB3 0AP	

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