

**CAMBRIDGESHIRE &
PETERBOROUGH
COMBINED AUTHORITY'S
FORWARD PLAN OF EXECUTIVE
DECISIONS**

PUBLISHED 26 APRIL 2019

FORWARD PLAN

KEY DECISIONS

In the period commencing 28 clear days after the date of publication of this Plan, the Cambridgeshire and Peterborough Combined Authority intends to take 'key decisions' where indicated in the table below. Key decisions means a decision of a decision maker, which in the view of the overview and scrutiny committee for a combined authority is likely—

- (i) to result in the combined authority or the mayor incurring significant expenditure, or the making of significant savings, having regard to the combined authority's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on persons living or working in an area comprising two or more wards or electoral divisions in the area of the combined authority.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to the Monitoring Officer for the Combined Authority. For each decision a report will be available one week before the decision is taken.

NOTIFICATION OF NON-KEY DECISIONS

For complete transparency relating to the work of the Combined Authority, this Plan also includes an overview of non-key decisions to be taken by the Combined Authority.

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from the Interim Monitoring Officer for the Combined Authority at howard.norris@cambridgeshirepeterborough-ca.gov.uk

All decisions will be posted on the Combined Authority website and/ or Cambridgeshire County Council website. If you wish to make comments or representations regarding the decisions outlined in this Plan, please submit them to the Monitoring Officer for the Combined Authority using the form attached.

| <i>DECISION REQUIRED</i> | <i>DECISION MAKER</i> | <i>DATE DECISION EXPECTED</i> | <i>KEY DECISION / DECISION</i> | <i>PURPOSE OF REPORT</i> | <i>CONSULTATION</i> | <i>CONTACT DETAILS / REPORT AUTHORS</i> | <i>LEAD MEMBER</i> | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER (INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION)</i> | |
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| Governance and Finance Items | | | | | | | | | |
| 1. | Minutes of the Meeting on 27 March 2019 | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To agree the minutes from the last meeting | Relevant internal and external stakeholders | Richenda Greenhill, Democratic Services Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 2. | Forward Plan | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To note the latest version of the forward plan | Relevant internal and external stakeholders | Richenda Greenhill, Democratic Services Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 3. | Membership of the Combined Authority | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To note the appointment of Members of Constituent Councils and Co-opted Members to the Combined Authority Board and appointments to the Business Board for 2019/20 (and their Substitute Members) | Relevant internal and external stakeholders | Howard Norris, Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 4. | Appointments to Executive Committees, appointment of Chairs and lead members | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To approve lead member responsibilities and appoint such executive Committees as the Combined Authority considers appropriate, their membership and the Chair for 2019/20. | Relevant internal and external stakeholders | Howard Norris, Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 5. | Appointment of the Overview and Scrutiny Committee | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To appoint the Overview and Scrutiny Committee, including its terms of reference, size and allocation of seats to political parties in accordance with political balance requirements) in accordance with nominations received from constituent councils | Relevant internal and external stakeholders | Howard Norris, Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |

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| 6. | Appointment of the Audit and Governance Committee | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To appoint the Audit and Governance Committee, including its terms of reference, size and allocation of seats to political parties in accordance with political balance requirements) in accordance with nominations received from constituent councils | Relevant internal and external stakeholders | Howard Norris, Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 7. | Calendar of Meetings 2019/20 | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To agree the calendar of meetings for 2019/2020 | Relevant internal and external stakeholders | Howard Norris, Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 8. | Review of Constitution | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To agree any changes to the constitution following the annual review. | Relevant internal and external stakeholders | Howard Norris, Interim Monitoring Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 9. | Appointment of Chief Executive, Monitoring Officer and Chief Finance Officer | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To recommend arrangements from May 2019 onward. | Relevant internal and external stakeholders | Kim Sawyer and John Hill, Interim Joint Chief Executives | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 10. | Budget: Provisional outturn | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To provide an update on the revenue and capital budgets for the year to date. | Relevant internal and external stakeholders | Noel O'Neil Interim Section 73 Chief Finance Officer | Councillor Steve Count Portfolio Holder for Investment and Finance | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 11. | Quarterly Performance Reporting | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To note quarterly performance reporting updates | Relevant internal and external stakeholders | Paul Raynes, Director of Strategy and Assurance | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |

BY RECOMMENDATION TO THE COMBINED AUTHORITY BOARD

Recommendations from the Business Board

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| 12. | For approval as Accountable Body: (i) Growth Deal Project Proposals May 2019 (ii) Growth Programme Budget monitor (iii) Annual Delivery Plan | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/008 | To review and approve the recommendations from the Business Board for individual project funding. | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Aamir Khalid, Chair of Business Board Councillor Charles Roberts, Portfolio Holder for Economic Growth | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
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| 13. | Greater Peterborough Inward Investment Pilot | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To approve endowment funding to Peterborough City Council to run a 12 month pilot starting 1 st June 2019 that will deliver a more collaborative and effective Inward Investment Service for the Greater Peterborough area. | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Aamir Khalid, Chair of Business Board Councillor Charles Roberts, Portfolio Holder for Economic Growth | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 14. | Alconbury Enterprise Zone Memorandum of Understanding & Enterprise Zone Programme Governance | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/034 | To seek approval of draft MOU agreement for Alconbury Enterprise Zone, which has been agreed in principle with Huntingdonshire District Council. To seek approval to re-establish quarterly EZ Steering Group meetings. This will sit under the Business Board. | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Aamir Khalid, Chair of Business Board Councillor Charles Roberts, Portfolio Holder for Economic Growth | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |

Recommendations from the Skills Committee

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| 15. | Creation of Cambridgeshire & Peterborough Employment & Skills Board Incorporating Skills Advisory Panel and Adult Education Budget Governance Arrangements | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/025 | To seek approval to create an Employment and Skills Advisory Board and propose Terms of Reference. This Board would sit under the Skills Committee. | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Councillor John Holdich, Portfolio Holder for Skills and Chair of the Skills Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 16. | Skills Brokerage Contract & Future of the Careers & Enterprise Company Contract for Cambridgeshire & Peterborough | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/032 | To seek approval for the Skills Brokerage Provision for 2019/20 | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Councillor John Holdich, Portfolio Holder for Skills and Chair of the Skills Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 17. | University of Peterborough – Outcomes of Review and Reflect leading to the progression of an Outline Business Case | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/031 | To note the findings of the reviews that recommend the way forward for the University of Peterborough to be developed and to request approval for the release of funding to support the Action Plan and Timescales | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Councillor John Holdich, Portfolio Holder for Skills and Chair of the Skills Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |

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| 18. | Skills Strategy | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/004 | To consider and approve a Skills Strategy recommended by the Skills Committee. | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Councillor John Holdich Portfolio Holder for Skills Chair of Skills Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 19. | Creation of the Skills, Talent and Apprenticeship Hub and match funding for a European Social Fund bid | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/026 | To seek approval for funds to develop the Skills, Talent & Apprenticeship Hub | Relevant internal and external stakeholders | John Hill, Director of Business & Skills | Councillor John Holdich, Portfolio Holder for Skills and Chair of the Skills Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| Combined Authority decisions | | | | | | | | | |
| 20. | £100m Affordable Housing Programme - Scheme Approvals – May 2019 [May include exempt appendices] | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/023 | To consider and approve allocations to new schemes within the £100m Affordable House Programme | Relevant internal and external stakeholders | Roger Thompson, Director of Housing and Development | Councillor Charles Roberts, Portfolio Holder for Housing Chair of Housing and Communities Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 21. | £70m Cambridge City Council Affordable Housing Programme - 2019/20 Budget | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/006 | To consider and agree the 2019/20 budget for the £70m Cambridge City Council Affordable Housing Programme. | Relevant internal and external stakeholders | Roger Thompson, Director of Housing and Development | Councillor Charles Roberts, Portfolio Holder for Housing Chair of Housing and Communities Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 22. | Public Consultation on the Draft Local Transport Plan | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To approve the draft Local Transport Plan to go to public consultation. | Relevant internal and external stakeholders | Chris Twigg, Interim Transport Director | Mayor James Palmer, Portfolio Holder for Transport Chair of Transport Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 23. | Local Highways Maintenance Capital Grant Allocation 2019/20 | Mayor James Palmer | Annual Meeting 29 May 2019 | Key Decision 2019/036 | To consult the Combined Authority Board on the allocation of the 2019-20 Highways Maintenance Capital grants and recommend to the Mayor the allocation in line with the shares set out by the Department for Transport. | Relevant internal and external stakeholders | Noel O'Neil Interim Section 73 Chief Finance Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |

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| 24. | Delegation of Passenger Transport Powers | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Key Decision 2019/035 | To delegate Passenger Transport Powers (including the transport levy) to Cambridgeshire County Council and Peterborough City Council for the 2019/2020 financial year. | Relevant internal and external stakeholders | Chris Twigg, Interim Transport Director | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| 25. | Non-Statutory Strategic Spatial Framework Phase 2 – Public Consultation | Cambridgeshire and Peterborough Combined Authority | Annual Meeting 29 May 2019 | Decision | To approve a public consultation on the key issues of the Non-statutory Strategic Spatial Framework Phase 2. | Relevant internal and external stakeholders | Paul Raynes, Director of Strategy and Assurance | Councillor Lewis Herbert, Portfolio Holder for Spatial Planning | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |
| Governance and Finance Items | | | | | | | | | |
| 26. | Minutes of the Meeting on 27 February 2019 | Cambridgeshire and Peterborough Combined Authority | 26 June 2019 | Decision | To agree the minutes from the last meeting | Relevant internal and external stakeholders | Richenda Greenhill, Democratic Services Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 27. | Forward Plan | Cambridgeshire and Peterborough Combined Authority | 26 June 2019 | Decision | To note the latest version of the forward plan | Relevant internal and external stakeholders | Richenda Greenhill, Democratic Services Officer | Mayor James Palmer | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 28. | Budget Monitor Update | Cambridgeshire and Peterborough Combined Authority | 26 June 2019 | Decision | To provide an update on the revenue and capital budgets for the year to date | Relevant internal and external stakeholders | Noel O’Neil Interim Section 73 Chief Finance Officer | Councillor Steve Count Portfolio Holder for Investment and Finance | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| Combined Authority Decisions | | | | | | | | | |
| 29. | £100m Affordable Housing Programme - Scheme Approvals – June 2019 [May include exempt appendices] | Cambridgeshire and Peterborough Combined Authority | 26 June 2019 | Key Decision 2019/033 | To consider and approve allocations to new schemes within the £100m Affordable House Programme | Relevant internal and external stakeholders | Roger Thompson, Director of Housing and Development | Councillor Charles Roberts, Portfolio Holder for Housing Chair of Housing and Communities Committee | It is not anticipated that there will be any documents other than the report and relevant appendices to be published |

SUBMIT YOUR COMMENTS OR QUERIES TO CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

Please send your comments or query to: Howard Norris, Interim Monitoring Officer at howard.norris@cambridgeshirepeterborough-ca.gov.uk

Your comment or query:

How can we contact you with a response?
(please include a telephone number, postal and/or e-mail address)

Name
Address
.....
Tel:
Email:

Who would you like to respond?