



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

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

## **DRAFT MINUTES**

**Date: 25<sup>th</sup> February 2019**

**Time: 11am**

**Location: South Cambridgeshire District Council**

### **Present:**

Cllr Tom Neish  
Cllr Alan Sharp  
Cllr Mike Bradley  
Cllr Peter Topping  
Cllr Philip Allen  
Cllr Mike Sargeant  
Cllr Ed Murphy  
Cllr June Stokes  
Cllr Chris Boden  
Cllr David Hodgeson  
Cllr Lucy Nethsingha  
Cllr David Connor

### **Arrived at 12:15pm**

Cllr Markus Gehring

Huntingdonshire District Council  
East Cambs District Council  
East Cambs District Council  
South Cambs District Council  
South Cambs District Council  
Cambridge City Council  
Peterborough City Council  
Peterborough City Council  
Fenland District Council  
Fenland District Council  
Cambridgeshire County Council  
Cambridgeshire County Council

Cambridge City Council

### **Officers:**

John Hill  
Kim Sawyer  
Paul Raynes  
Roger Thompson  
Alex Francis  
Noel O'Neil  
Anne Gardiner  
Emma Powley

Interim Chief Executive Officer  
Interim Chief Executive Officer  
Strategy and Planning Director  
Director for Housing  
Programme Manager Affordable Housing  
Interim Chief Finance Officer  
Scrutiny Officer  
Interim Scrutiny Officer

## **1. Apologies**

- 1.1 Apologies received from:  
Cllr Doug Dew, substituted by Cllr Jon Neish  
Cllr Tom Sanderson  
Cllr Grenville Chamberlain, substituted by Cllr Peter Topping

Cllr Marcus Gehring sent apologies for the beginning of the meeting.

- 1.2 The Mayor for the Combined Authority sent his apologies.

The two Interim Chief Executives agreed to answer questions from the committee in his absence.

## **2. Declaration of Interests**

- 2.1 No declarations of interests were made.

## **3. Minutes**

- 3.1 The minutes of the meeting held on the 28<sup>th</sup> January 2018 were agreed as a correct record.

- 3.2 Councillor Allen commented that he had raised concerns at the last meeting around the Arup report and the proposed route for the CAM and was informed that further information was due to be issued in relation to this but this was yet to come to fruition.

The Committee requested that they receive feedback from their questions posed to the Board.

## **4. Public Questions**

- 4.1 There were no public questions received.

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

- 5.1 The Mayor for the Combined Authority had sent his apologies and the Interim Chief Executive Officers, Kim Sawyer and John Hill agreed to answer questions from the committee.

- 5.2 The following points were discussed:-

In response to a question from the Vice Chair on the CAM report and the importance of engagement from officers and the Board, the Chief Executive Officer, Kim Sawyer agreed that this would be looked into and she would liaise with the Vice Chair regarding this.

In response to a question on the Local Transport Plan consultation process the Chief Executive Officers advised that this was being looked into.

- 5.3 The Committee thanked the officers for answering the committees questions.

## **6. Mayor's Charity Ball**

6.1 The Committee received the report from the Interim Monitoring Officer which provided factual background for the Committee on the probity of the expenditure and income from the Mayor's Charity Ball being put through the Combined Authority accounts.

6.2 The following points were made during the discussion:-

- An amount of £9,385.67, had been paid to the social enterprise company PTSD999 Ltd last week and that an amount of £1600 had been paid to the organisation on evening of the Mayor's Ball.
- Officers confirmed that the organisation Blue heroes were not the beneficiaries of the Mayor's fundraising.
- Officers advised that the Mayor had a general power of competence which allowed him to do anything that the Combined Authority, local authority or an individual could legally do; the Mayor had taken the decision to hold the ball last year, this decision had been recorded and legal advised had been sought and provided by the Monitoring Officer.

6.3 The Chair, Cllr Nethsingha proposed that should the Mayor choose to hold another ball this year that the Overview and Scrutiny Committee receive a briefing note on the management processes that would be used for the event.

With 4 votes for and 6 against and 1 abstention the motion failed.

6.4 The Committee noted the report.

The Committee agreed to take item 14 'Call In of Item 3 on the Employment Committee agenda for the meeting on the 13<sup>th</sup> February 2019 – Restructuring of the Management and Departments of the Cambridgeshire and Peterborough Combined Authority' next on the agenda.

**14. Call In of Item 3 on the Employment Committee agenda for the meeting on the 13<sup>th</sup> February 2019 – Restructuring of the Management and Departments of the Cambridgeshire and Peterborough Combined Authority'**

14.1 The Committee discussed the call-in request received by five members of the committee with the four points below being the areas of concern.

- 1) That the proposals do not include a director of finance.
- 2) That the proposals do not include a director of transport.
- 3) That the proposals do include a significant expansion of the Mayor's private office and a significant increase in the number of politically appointed staff.
- 4) That it would be better to wait until the new Chief Executive is in post before making decisions about the staffing structure, as the skills and experience of the Chief Exec could have important implications for staffing structure needed to support them.

14.2 The Committee debated the call in items with the following points raised:-

- Having a Head of Finance as opposed to a Director of Finance was sufficient at an organisation such as the Combined Authority.
- Members were pleased to see that there was a Head of Transport post in place and were advised by officers that following concerns raised around the level of this post that the Interim Chief executive Officer had been given more leeway on the package being offered to that post.
- Some members were concerned around how the structure reflected how the organisation would operate and deliver on the schemes for the Combined Authority.
- The committee were advised that the staff consultation had been paused to allow for the call-in procedure to take place and that there were no trade unions at the Combined Authority.
- Members debated the concerns around the recruitment of the new Chief executive Officer, with some members feeling that to delay the staffing structure would cause more problems while others felt it was important to wait until that officer was in post.
- Members debated the increase in the Mayor's office and in particular the extra communications staff, with some members raising concerns over this and others feeling that it was a necessary expansion to reflect the increase in media attention that the Mayor was receiving.
- One member raised a concern around the lack of environmental issues being recognised in the structure.

14.3 The Committee considered each call-in issue and voted on whether to uphold the call in request for each one and send it back to the Employment Committee to reconsider.

1) That the proposals do not include a director of finance;  
**- with 3 votes for, 8 votes against and 2 abstentions the committee voted not to uphold this issue of the call in.**

2) That the proposals do not include a director of transport.  
**- with 6 votes for and 6 votes against and 1 abstention the committee voted not to uphold this issue of the call in.**

3) That the proposals do include a significant expansion of the Mayor's private office and a significant increase in the number of politically appointed staff.  
**- with 5 votes and 7 votes against and 1 abstention the committee voted not to uphold this issue of the call in.**

4) That it would be better to wait until the new Chief Executive is in post before making decisions about the staffing structure, as the skills and experience of the Chief Exec could have important implications for staffing structure needed to support them.  
**- with 4 votes for and 8 votes against and 1 abstention the committee voted not to uphold this issue of the call in.**

- 14.4 The Committee agreed to not uphold the call-in request and as a result the decision taken at the Employment Committee on the 13<sup>th</sup> February 2019 could be implemented immediately.
- 14.5 Individual members of the Committee proposed to raise the following at the Board meeting:-
- 1) The O&S Committee suggest that the Board take have consideration of how the staffing structure can be kept under better review in future?
  - 2) The Committee raised concerns around the staffing structure and the impact that it could have on delivery of projects in the future?
  - 3) The Committee raised concerns around the area of transport delivery and felt it was important to ensure that the Combined Authority made that they hired staff with the appropriate transport skills.
  - 4) The Committee wanted to ensure that partnership working across the county with other governmental bodies was a priority when considering staffing needs.
  - 5) The Committee asked for some clarity around the Peterborough University project manager post within the context of the ongoing university project and whether it was necessary?
  - 6) The Committee wanted to make the Board aware that the members had considered risks around the budget and the risks around the recruitment of the CEO and had drawn a balanced conclusion on this to resolve not to endorse the call in concern around the implementation of the staffing structure despite there being no CEO currently in place.

The Committee returned to the original agenda order for the next item.

## **7. Affordable Housing Schemes Update**

- 7.1 The Committee received the presentation (Appendix 1) from the Director for Housing, Roger Thompson and Affordable Housing Programme Manager, Alex Francis.
- 7.2 The following points were raised:-
- Members raised concerns around whether additionality was being achieved with these projects and officers advised that there was a continuous dialogue with housing and planning officers to ensure additionality was achieved. It was suggested that the Finance Team conduct a review internally to ensure this was part of the appraisal process.
  - The Director of Housing advised that the application process for submitting projects had been improved with a revamped funding agreement that included claw back arrangements should schemes generate profits above those originally anticipated.
  - All projects were subject to an appraisal process; applicants needed to submit business plans which were approved by the Board.

- The Interim Chief Finance Officer confirmed that his team were involved with all schemes that were brought forward.
- 7.3 The Committee requested that the officers provided an update in three months' time at the June meeting and that they include a report in addition to a presentation so that members had time to consider the information.
- 7.4 The Committee thanked the officers for the presentation and answering their questions.

## **8. Overview and Scrutiny Project Stack**

- 8.1 The Committee received the report from the Director for Strategy and Planning which provided a list of the current, ongoing and completed projects for the Combined Authority.
- 8.2 The Committee agreed that the list was helpful but could benefit from having some narrative included to provide context.

Some members requested that a full report with priorities, rag ratings and a dashboard be provided to the committee.

- 8.3 The officer advised that the Board received detailed reports quarterly and that a discussion should be had with the Chair on how to provide information to the Overview and Scrutiny Committee to align with the information provided to the Board.
- 8.4 The Committee agreed that the director for Strategy and Planning should discuss this with the Board and return to the April Overview and Scrutiny meeting to present an alternative version for the committee to consider.

The Committee agreed to take item 10 next on the agenda before returning to the original order.

## **10. Mass Rapid Transport Task and Finish Group Final Report**

- 10.1 The Committee received the report from the Vice Chair for the Committee which provided the final report from the Task and Finish Group on the Mass Rapid Transport (CAM) proposal.
- 10.2 The Vice Chair advised that he would work with the Interim Chief Executive Officer and the Director for Transport to arrange for the questions at Appendix 2 to be responded to.
- 10.3 The Committee requested that the Director for Transport attend the March Overview and Scrutiny Committee to answer questions around the Cam report going to the Board that month.
- 10.4 The Committee thanked the Vice Chair for his hard work on the Task and Finish Group and acknowledge that the report produced by the CFPS would help provide a framework for the committee to use when approaching future reviews.
- 10.5 The Committee agreed to:
- (a) Comment and note the report produced by the Task and Finish Group

(b) Agree to recommend that the report be submitted to the Combined Authority Board for consideration as part of their discussions around the CAM report at the March meeting.

(c) Review the questions to be put forward to the Director for Transport and the Chairman of the Transport Committee.

(d) Invite the Director for Transport and the Chairman of the Transport Committee to the March Overview and Scrutiny Committee to discuss the CAM report alongside the report produced by the Task and Finish Group before this report is presented to the Combined Authority Board at their meeting on the 27th March 2019.

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

9.1 The Committee reviewed the agenda due to come to the Board on Wednesday 27<sup>th</sup> February 2019.

9.2 The Committee agreed to raise the following questions to the Board on Wednesday in addition to those above:-

1)The Committee wanted to make the Board aware that they had serious concerns around the Peterborough University project and would be requesting an update on this at their next meeting.

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

11.2 No updates were received from members.

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

12.1 The Committee considered the Combined Authority Forward Plan and had no comments or suggestions at this time.

## **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 the Mayor be invited to the March meeting.

13.3 The Committee requested that an Affordable Housing Update report be brought to the June meeting.

13.4 The Committee requested that an alternative version of the Project register be brought to their April meeting.

13.5 The Committee requested that the Director for Transport attend the March Overview and Scrutiny Committee to answer questions around the Cam report going to the Board that month.

13.6 The Committee requested that an update on the Peterborough University be added to the work programme for next month's meeting if possible.

- 13.7 The Committee requested that they become more involved in the Bus Task Force and would welcome an opportunity to discuss this in future.
- 13.8 The Chair advised that she would work with the Scrutiny Officer on the committees work programme and would circulate this to members.

**15. Date of Next Meeting**

- 15.1 The Committee were reminded that there was a Governance Workshop on the 18<sup>th</sup> March at East Cambs District Council at 10am that they had all been invited to attend.
- 15.2 The Committee agreed that the next meeting would be held at Cambridgeshire County Council with a start time of 11am and a pre-meeting starting at 10:15am on the 25<sup>th</sup> March 2019.

Meeting Closed: 13:45pm.



Date	Action	Officer	Completed	Comment
25/02/19	The Committee requested that the Mayor be invited to the March meeting.	Emma Powley		
	The Committee requested that an Affordable Housing Update report be brought to the June meeting.	Roger Thompson/Alex Francis		
	<p>Discussion should be had with the Chair on how to provide information on the Project Register to the Overview and Scrutiny Committee to align with the information provided to the Board.</p> <p>The director for Strategy and Planning should discuss this with the Board and return to the April Overview and Scrutiny meeting to present an alternative version for the committee to consider.</p>	Paul Raynes		
	The Committee requested that the Director for Transport attend the March Overview and Scrutiny Committee to answer questions around the CAM report going to the Board that month.	Anne Gardiner/Chris Twigg		
	The Committee requested that an update on the Peterborough University be added to the work programme for next month's meeting if possible.	Emma Powley/John T Hill		
	The Committee requested that they become more involved in the Bus Task Force and would welcome an opportunity to discuss this in future.	Emma Powley/Chris Twigg		

	Committee requested that they receive feedback from their questions posed at the Board meeting – Scrutiny officer to consider and discuss with the Chair the best way to facilitate this.	Emma Powley		
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Action Sheet – Overview and Scrutiny Committee – 25<sup>th</sup> February 2019



**CAMBRIDGESHIRE & PETERBOROUGH**  
COMBINED AUTHORITY

# **£100m Housing Programme Supplementary Information February 2019**

**Roger Thompson, Director of Housing and Development**  
**Alex Francis, Programme Manager Affordable Housing**



# CPCA Housing Programme February 2019

Affordable Housing Grants																		
Scheme Name	Provider / Lead Partner	Local Authority	No. of Units Enabled (Whole Scheme)	No. of units funded	No. Affordable Rent Units	Funding Approved Date	Start on Site Date	Start on Site - Units Claimed	First Handover Date (if known)	Final Completion Date	Actual Completions to Date	CPCA Funding	CONTRACT ISSUED	SIGNED CONTRACT RETURNED	ACQ PAYMENT 35%	SOS PAYMENT 35%	PC PAYMENT 30%	Paid to Date
Soham	PGH	East Cambs	8	8	8	26/07/2017	01/09/2017	8	31/08/2018	31/08/2018	8	£ 120,000	YES	YES	N/A	£ 60,000	£ 60,000	£ 120,000
Littleport	CHS	East Cambs	16	5	0	26/07/2017	01/08/2017	5	31/10/2018	18/11/2018	5	£ 97,500	YES	YES	£ 166,250	£ 166,250	-£ 235,000	£ 97,500
Victoria Way, Melbourn	CHS	South Cambs	24	8	0	26/07/2017	01/08/2017	8	01/05/2019	30/06/2019		£ 133,000	YES	YES	£ 66,500	£ 66,500	£ -	£ 133,000
Willingham	CKH	South Cambs	22	15	15	26/07/2017	31/03/2018	15	01/05/2019	30/06/2019		£ 525,000	YES	YES	£ 183,750	£ 183,750	£ 157,500	£ 367,500
Burwell	Hastoe	East Cambs	8	8	8	26/07/2017	15/02/2018	8	30/09/2019	30/09/2019		£ 330,000	YES	YES	£ 115,500	£ 115,500	£ 99,000	£ 231,000
Perkins	CKH	Peterborough	104	54	54	26/07/2017	31/10/2018	54	01/10/2019	31/01/2021		£ 1,700,000	YES	YES	£ 595,000	£ 595,000	£ 510,000	£ 1,190,000
Snowley Park	CKH	Fenland	37	24	6	26/07/2017	01/10/2017	24	01/03/2020	31/12/2020		£ 150,000	YES	YES	N/A	£ 75,000	£ 75,000	£ 75,000
Papworth	Flagship	South Cambs	61	9	9	26/03/2018						£ 114,000	NO		£ -	£ 57,000	£ 57,000	£ -
St Marys Road, Ramsey	tbc	Huntingdon	110	32	22	28/03/2018						£ 1,306,871	NO		£ -	£ 880,000	£ 880,000	£ -
Paston Reserve	Luminus	Peterborough	33	33	33	28/03/2018						£ 1,320,000	NO		£ -	£ 660,000	£ 660,000	£ -
Whittlesford	Clarion	South Cambs	60	43	0	31/10/2018						£ 1,634,000	NO		£ -	£ 817,000	£ 817,000	£ -
Mare Fen Northstowe (Infrastructure Grant)	Homes England	South Cambs	540	540	n/a	28/03/2018						£ 763,934	YES	NO	£ -	£ 381,967	£ 381,967	£ -
<b>Sub-total Housing Grants</b>			<b>1023</b>	<b>779</b>	<b>155</b>			<b>122</b>			<b>13</b>	<b>£ 8,194,305</b>			<b>£ 1,127,000</b>	<b>£ 4,057,967</b>	<b>£ 3,462,467</b>	<b>£ 2,214,000</b>
<b>Loan or other Toolbox Investments</b>																		
Haddenham CLT (Loan)	ECTC/PGH	East Cambs	54	19	tbc	27/06/2018	31/05/2019		30/06/2020	30/04/2021		£ 6,500,000	YES	YES	N/A	N/A	N/A	£ -
Ely MOD Site (Loan)	ECTC/PGH	East Cambs	92	15	tbc	28/11/2018	30/06/2019		31/10/2019	31/12/2020		£ 24,400,000	YES	NO	N/A	N/A	N/A	£ -
<b>Sub-total Toolbox Investments</b>			<b>146</b>	<b>34</b>	<b>0</b>							<b>£ 30,900,000</b>						<b>£ -</b>
<b>Programme Totals</b>			<b>1169</b>	<b>813</b>	<b>155</b>			<b>122</b>			<b>13</b>	<b>£ 39,094,305</b>						<b>£ 2,214,000</b>



# £100m Programme – Affordable Rent Impacts

Affordable Rent Variations - Allocated Schemes											
Scheme Name	Provider	Authority	Date Variation Requested	Date Agreed by CPCA	No of units funded CA (original)	No of units funded CA (revised)	Impact on Units +/-	Accumulative Impact Units	Impact on Spend +/-	Accumulative Impact Spend	
John Mansfield School	CKH	Peterborough	07/11/2018	29/11/2018	10	0	-10	-10	-150,000	-150,000	
Littleport	CHS	East Cambs	20/11/2018	30/11/2018	16	5	-11	-21	-377,500	-527,500	
Victoria Way, Melbourn	CHS	South Cambs	20/11/2018	30/11/2018	24	8	-16	-37	-57,000	-584,500	
Offord D'Arcy Ph 1	CKH	Huntingdonshire	05/12/2018	18/12/2018	10	0	-10	-47	-300,000	-884,500	
Offord D'Arcy Ph 2	CKH	Huntingdonshire	05/12/2018	18/12/2018	7	0	-7	-54	-273,000	-1,157,500	
Midland Road	Medesham	Peterborough	20/12/2018	06/02/2019	23	0	-23	-77	-905,000	-2,062,500	

- 77 units 'lost' from CPCA programme to date - funded by other means but still delivered
- Just over £2 million grant returned - to be reallocated
- Next scheme to complete Willingham (South Cambridgeshire) – exploring options with Cross Keys Homes including converting units to Social Rent

# The Shade, Soham East Cambridgeshire

- £120,000 CPCA grant allocated to deliver 8 affordable homes
- Delivered by Palace Green Homes as part of Thrift Soham's Community Land Trust scheme
- Started on Site July 2017, Completed August 2018
- Further information <https://bit.ly/2PEPwYY>



# Poppy Close, Littleport, East Cambridgeshire

- £97,500 CPCA grant allocated to deliver 5 shared ownership homes, alongside 9 for Affordable Rent funded through Homes England
- Delivered by Cambridge Housing Society
- Started on Site August 2017, Completed October 2018



# Victoria Heights, Melbourn, South Cambridgeshire

- £133,000 CPCA grant allocated to deliver 8 shared ownership homes, alongside 16 for Affordable Rent funded through Homes England
- Delivered by Cambridge Housing Society
- Started on Site August 2017, completion due June 2019





# Station Road, Willingham South Cambridgeshire



- £525,000 CPCA grant allocated to deliver 15 affordable homes
- Delivered by Cross Keys Homes
- Started on Site March 2018, completions due from May 2019



# Burwell, East Cambridgeshire

- £330,000 CPCA grant allocated to deliver 8 affordable homes
- Delivered by Hastoe
- Started on Site February 2018, completions due Autumn 2019

# Perkins site, Newark Road Peterborough

- £1,700,000 CPCA grant allocated to deliver 54 affordable homes
- Delivered by Cross Keys Homes
- Started on Site October 2018, completion due from late 2019 and through 2020



# Snowley Park, Whittlesey Fenland

- £150,000 CPCA grant allocated to deliver 24 affordable homes
- Delivered by Cross Keys Homes
- Started on Site October 2017, completions due March 2020



Snowley Park, Whittlesey, PETERBOROUGH, CAMBRIDGESHIRE, PE7 1JQ



# Whittlesford, South Cambridgeshire



- £1,634,000 CPCA grant approved in October 2018 to deliver 43 Shared Ownership homes
- To be delivered by Clarion, subject to planning and purchase



# West End Gardens, Haddenham East Cambridgeshire

- £6.5 million loan facility to East Cambs Trading Company (ECTC)
- 54 homes to be delivered by Palace Green Homes as part of Community Land Trust scheme, of which 19 will be affordable
- Starting on Site Spring 2019



# Ely MOD Housing, East Cambridgeshire

- £24.4 million loan facility to East Cambs Trading Company (ECTC) to be repaid by end 2020
- Will enable the redevelopment MOD houses to deliver 92 new homes including 15 affordable homes
- Will be delivered by Palace Green Homes
- SoS Summer 2019







# New scheme – Springfields Avenue, March, Fenland

- Application for £440,000 CPCA grant to deliver homes for 8 Social Rent
- CA funding alongside Homes England grant will deliver 100% affordable scheme within walking distance of March centre
- To be delivered by Clarion, subject to planning and purchase



# £100m Programme Pipeline

- A further 2,960 units in pipeline under consideration, including Strategic Sites, Community Land Trusts and opportunities for direct delivery
- KEY DE-RISKING in 2019....
  - Progress of 880 affordable units at Northstowe Phase 3
  - Resolution of affordable rent constraint before programme is put at risk

## CPCA Housing Pipeline 18/19-21/22

	2018/19	2019/20	2020/21	2021/22	All Years
East Cambs		146	75		221
Fenland		244			244
Huntingdonshire	74	619	372	60	1125
Peterborough	192	178			370
South Cambs		975	25		1000
	266	2162	472	60	2960



# Cambridge City Devolution Programme

- 535 homes in programme as approved by Housing Scrutiny Committee
- An additional 277+ homes have been identified in the future pipeline
- Two homes completed at Uphall Road
- 120 homes on site – Anstey Way and Mill Road Phase 1



# Mill Road Phase 1

- 182 new homes
- 50% council rent, 50% market sale
- Estimated completion September 2021
- Connects to Chisholm cycling trail
- Retention of heritage gatehouse
- Phase 2 - additional 50 homes adjoining the site - currently in planning stage.



# Cromwell Road

- 295 new homes proposed
- 40% Council rented (118 homes)
- New open space
- Planning consultation taking place December 2018
- Subject to planning, indicative start on site January 2020

