



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

**THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE
Telephone: 01353 665555**

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a meeting of the **EAST CAMBRIDGESHIRE DISTRICT COUNCIL** will be held in **THE COUNCIL CHAMBER, NUTHOLT LANE, ELY ON THURSDAY 18 JULY 2019** commencing at **6.00pm** with up to 15 minutes of Public Question Time, immediately followed by the formal business, and you are summoned to attend for the transaction of the following business.

AGENDA

- 1. PUBLIC QUESTION TIME** **[oral]**
The meeting will commence with up to 15 minutes public question time
- 2. APOLOGIES FOR ABSENCE** **[oral]**
- 3. DECLARATIONS OF INTEREST** **[oral]**
To receive declarations of interest from Members for any items on the Agenda in accordance with the Members Code of Conduct.
- 4. MINUTES**
 - a. 30 May 2019 Annual Meeting**
 - b. 19 June 2019 Extraordinary Meeting (To Follow)**To confirm as a correct record.
- 5. CHAIRMAN'S ANNOUNCEMENTS** **[oral]**
- 6. TO RECEIVE PETITIONS (IF ANY)** **[oral]**
- 7. NOTICE OF MOTIONS UNDER PROCEDURE RULE 10** **[oral]**
- 8. TO ANSWER QUESTIONS FROM MEMBERS** **[oral]**
- 9. RECOMMENDATIONS FROM COMMITTEES**
 - **2018/19 Treasury Operations Annual Performance Review**
- 10. POLLING DISTRICT, POLLING PLACES AND POLLING STATIONS REVIEW**

11. COMBINED AUTHORITY UPDATE REPORT

To receive reports on the activities of the Combined Authority from the Council's appointee(s)



J Hill
Chief Executive

To: All Members of the Council

NOTES:

Members of the public are welcome to attend this meeting. If you are visiting The Grange during normal office hours you should report to the main reception desk, where you will be asked to fill in a visitor's pass that must be worn at all times whilst you are in the building. Please remember to return your pass before you leave.

This will not apply if you come to an evening meeting: in this case you will enter via the rear access doors in the glass atrium at the back of the building and a Facilities Assistant will direct you to the room in which the meeting will take place.

The maximum capacity for meetings in the Council Chamber has been set by the Fire Officer at 100 persons. Allowing for Member/Officer attendance and room layout constraints, this will normally give a capacity for public attendance of 30 people. Admittance to the Council Chamber is on a "first come, first served" basis and public access will be from 15 minutes before the start time of the meeting.

There are a number of schemes aimed at encouraging public participation in the Council's activities and meetings. These include public question times and a process to enable petitions to be submitted. Details of these can be obtained by calling the telephone number as listed at the top of this agenda or by logging onto the Council's website.

Meetings of full Council are webcast and broadcast live to the internet via YouTube.

Fire instructions for meetings:

- If the fire alarm sounds please make your way out of the building by the nearest available exit - i.e. the back staircase or the fire escape in the chamber. Do not use the lifts.
- The fire assembly point is in the front staff car park by the exit barrier.
- This building has an auto-call system to the fire services, so there is no need for anyone to call the fire services.
- The Committee Officer will sweep the area to ensure that everyone is out of this area.

Reports are attached for each agenda item unless marked "oral".

If required all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail:

translate@eastcambs.gov.uk

If the Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

“That the press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended).”



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item: 11

Cambridgeshire & Peterborough Combined Authority

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

Meeting	Dates of Meeting	Representative
Overview and Scrutiny	31st May 2019 24th June 2019	Councillors Lorna Dupré and Alan Sharp (Substitutes: Councillors Charlotte Cane and David Ambrose-Smith)
Combined Authority Board	29th May 2019 26th June 2019	Councillor Anna Bailey (Substitute: Councillor Joshua Schumann)
Audit and Governance	31st May 2019	Councillor David Brown (Substitute: Councillor David Ambrose-Smith)

The above meetings have taken place in May and June 2019

Overview and Scrutiny Committee – Friday 31st May and Monday 24th June

The Overview and Scrutiny Committee met on 31st May and 24th June, the decision summary is attached at **Appendix 1 and 2**

Combined Authority Board – Wednesday 29th May and Wednesday 26th June

The Combined Authority Board met on 29th March and 26th June, the decision summary is attached at **Appendix 3 and 4**

Audit and Governance Committee - Friday 31st May

The Audit and Governance Committee met on 31st May and the decision summary is attached as **Appendix 5**

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

Appendix 1



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Overview and Scrutiny Committee - Decision Summary

Meeting: 31 May 2019

Agenda/Minutes: [Overview and Scrutiny Committee: 31st May 2019](#)

Chair: Cllr Lorna Dupre

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Appointment of Chair and Vice Chair	<p>Councillor Murphy proposed, and Councillor Whitehead seconded that Councillor Price be Chair of the Overview and Scrutiny Committee for the ensuing year.</p> <p>Councillor Fane proposed and Councillor Chamberlain seconded that Councillor Dupre be Chair of the Overview and Scrutiny Committee for the ensuing year</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>Upon a vote, the Committee elected Councillor Dupre as the Chair.</p> <p>Upon a vote, the Committee elected Councillor Price as Vice-Chair</p>
2.	Co-optees to the Overview and Scrutiny Committee	<p>The Interim Monitoring Officer submitted a report and elaborated thereon. It was noted that the Board had recognised that a lot of independents had been elected in some constituent Councils and had delegated authority to the Overview and Scrutiny Committee to co-opt an independent member.</p> <p>Councillor Murphy proposed, and Councillor Dew seconded that the Committee do not co-opt an independent person.</p> <p>Upon a vote, it was agreed that the Overview and Scrutiny Committee would not co-opt an independent person.</p>
3.	Apologies	<p>Apologies received from:</p> <p>Cllr Gehring, substituted by Cllr Summerbell</p> <p>Cllr Heylings, substituted by Cllr Fane</p>
4.	Declaration of Interests	There were no declarations of interest.
5.	Minutes	The minutes of the meeting held on the 25 th March 2019 were agreed as a correct record
6.	Public Questions	There were no public questions received.
7.	University of Peterborough	The Project Strategy Manager elaborated on her report and explained that it was a key feature of the devolution deal agreed with central Government and as a

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>devolved funded priority, the Combined authority continued to support the establishment of a new University in Peterborough (UoP). It was explained that the University would offer technical qualifications to meet the needs of local business with an emphasis on vocational courses driven by local employer demand for skills in both the public and private sectors.</p> <p>Concerns were raised about the feasibility of the creation of the University as comparisons were made with former polytechnics and it was suggested that the Authority should be building on the existing Universities within the area. That Committee noted the contents of the report.</p>
8.	Budget Monitoring Update	<p>The Chief Finance Officer submitted a report which had been previously requested by the Committee and had been presented to the Board on 29th May 2019. It was explained that the report provided a provisional outturn position for the Combined Authority for the year end 31st March 2019. Members questioned how additional costs for the year included subsidies paid by the Mayor to maintain local bus routes when some members commented that they had witnessed cuts to bus subsidies in some constituent council wards.</p> <p>The Chief Finance Officer reported that a number of the variances between the predicted revenue outturn position and the annual budget could be attributed to the uncertainty of expenditure profiles that delivery partners had provided the Authority which formed the basis for the original budget. It was explained that the Authority had a balanced budget and that approval by the Board had been sought for the current year to carry forward underspends to the new financial year to support ongoing planned delivery. Revised budget profiles would be reflected in the mid-year review.</p> <p>The Committee noted the updates contained within the report.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
9.	Mayor for the Combined Authority	<p>In response to a question from the Vice Chair with regards to employment practices, the Mayor confirmed that a member of the Board had resigned from their position and had been offered a significant role on the Board but that this had not been accepted. He confirmed that the positions of the Chief Executives of the Combined Authority were sound and that the working partnership worked extremely well and noted that both Mr Hill and Ms Sawyer were fulfilling their roles exceptionally well.</p> <p>Responding to further questions asked regarding a perceived bias in favour of East Cambs Council, the Mayor commented that the Combined Authority utilised staff from across all of the constituent Councils and that there was no bias or preference of one Council over another. He further explained that the work of the current Chief Executives had proved to be a success; a re-structure of the organisation had been successfully undertaken with a £1.8 million saving.</p> <p>The Mayor further confirmed that the Combined Authority relied upon housing programme requests received from constituent Councils and were considered equally when in receipt of them.</p> <p>The Mayor also confirmed that consideration had been given to modular homes but that there had been instances where modular home providers and manufacturers had an expectation that the Authority would provide the land for free for them to develop. Without this, modular homes had not proven to be a viable alternative to more traditional housing.</p> <p>In response to further questions, the Mayor stated that he supported, in principle, the planning application for an Agri-tech site in Cambridge as it would serve the rural farming area well.</p>

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>In reference to the CAM, he reported that a significant amount of partnership working had been undertaken, specifically with bus and rail companies and noted that the expense of bringing forward a CAM was significantly more affordable than improving the road system and therefore was a good short term investment which would decrease the number of cars on the road. This would subsequently decrease pollution and improve air quality around the significant areas affected.</p> <p>The Chair thanked the Mayor for attending the meeting</p>
10.	Project Register	<p>The Director of Delivery and Strategy introduced his report and noted that the Committee had previously agreed to receive updates quarterly, but it had also been requested that officers' monthly project highlight reports be presented to every Overview and Scrutiny Committee. It was reported that the information contained within the Board performance report would be published prior to the publication of the Overview and Scrutiny agenda and noted that due to high levels of commercially sensitive information contained within officers' monthly highlight reports, Board members did not consider it appropriate for the Committee to receive such detailed and sensitive information in its public reports.</p> <p>In response to questions asked, the Director of Delivery and Strategy explained there were some projects that were shown as closed which represented a stage of a larger project and that subsequent stages would be reported in future updates. He confirmed that if required updates requested by Committee members on Councils on projects in their ward could be provided.</p> <p>The Committee noted the performance reporting process proposed for future meetings.</p>
11.	Member Update on Activity of Combined Authority	No updates were received from members

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
12.	Review of Combined Authority Agenda	There was no review of the Combined Authority Agenda.
13.	Combined Authority Forward Plan	The Committee considered the Combined Authority Forward Plan and discussed items that they may choose to scrutinise further. The Committee discussed their role and noted the distinction between reviewing and scrutinising decisions of the Combined Authority and making reports or recommendations to the Board or the Mayor including through forming working groups.
14.	Overview and Scrutiny Work Programme Report	<p>The Committee received the report which outlined the work programme for the committee for the municipal year 2019/20.</p> <p>Members were asked to consider their role, specifically with regards to the proposed changes in the Governance Review which could see the delegation of authority to Executive Committees. The Committee were requested to pay due regard to the resources available to them.</p> <p>In their discussion of the role of the Committee questions were raised about whether a 'light touch' approach was an appropriate description of their role. It was explained that the Committee needed to consider the best way to add value to the delivery of decisions and noted that the Authority was a strategic organisation and unlike constituent council, they did not have responsibility to deliver services. The Committee agreed to receive a report at their next meeting on the role of Scrutiny within a Combined Authority.</p> <p>The Committee agreed that the agenda include the following items:</p> <ul style="list-style-type: none"> • Transport brief • Affordable housing update

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
15.	Date of Next Meeting	The Committee agreed that the next meeting would be held at Cambridge City Council with a start time of 11am and a pre-meeting starting at 10am on the 24 th June 2019.

Appendix 2



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Overview and Scrutiny Committee - Decision Summary

Meeting: 24 June 2019

Agenda/Minutes: [Overview and Scrutiny Committee: 24th June 2019](#)

Chair: Cllr Lorna Dupre

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies	Apologies received from: Cllr Price, substituted by Cllr Davey Cllr Heylings, substituted by Cllr Fane Cllr Chamberlain, substituted by Cllr Topping. Cllr Jones

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
2.	Declaration of Interests	Cllr Davey declared a personal, non-pecuniary interest in Item 6 – Affordable Housing update as his wife was employed as an Assistant Director at Cambridgeshire County Council and Peterborough City Council with responsibility for Housing needs in Peterborough.
3.	Minutes	<p>The minutes of the meeting held on the 31st May 2019 were agreed and signed by the Chair with the following amendments:</p> <p>1) Apologies were sent by Councillors Conboy, Connor and Hay.</p> <p>7) Mayor for the Combined Authority – the Mayor confirmed that in response to questions asked by the Committee about Agri-tech, he supported it in a personal capacity.</p> <p>7) Mayor for the Combined Authority – with reference to the CAM, the Committee requested that there be a continuation and recognition of the work carried out by the previous Vice-Chair with regards to the scrutiny of transport.</p>
4.	Public Questions	There were no public questions received.
5.	Transport Briefing	<p>The Transport Programme Manager elaborated on his presentation and explained the CPCA (as the Local Transport Authority) had four main transport functional areas:</p> <p>a) Passenger transport - Bus service provision, light rail, tram and variations thereof</p> <p>b) Strategic transport schemes - Which are considered to have a major impact on mobility, and that typically require substantial capital funding</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>c) Transport planning - Developing strategies and plans that have broad, geographical coverage and require integrated transport solutions</p> <p>d) Engagement with national and regional bodies - Such as the Department for Transport, National Infrastructure Commission, the strategic road and rail authorities, and sub-national transport bodies.</p> <p>It was noted that Transport powers were transferred to the Combined Authority, while highway authority powers under the Highway Act 1980 remain with Cambridgeshire County Council and Peterborough City Council.</p> <p>It was confirmed that there are a number of existing funding streams including Central government funding, Devolution Deal and transport levy. These monies are reviewed through the CPCA assurance framework and allocated to relevant areas (highways Authority, Partner authorities or internal Transport delivery teams).</p> <p>Each potential project is reviewed by the CPCA under creation and development of a Project Initiation Document (initial business case) to establish merit of proceeding. This review would consider best delivery mechanism through funding agreement, Commissioner role or CPCA direct delivery.</p> <p>In response to questions asked, the Transport Programme Manager reported that a series of consultation events had been announced across Cambridgeshire and Peterborough for members of the public to have their say on the future of the area's Local Transport Plan to 2050 and that once the consultation had concluded, a report would be brought to the Board in the latter part of 2019. This would propose a long-term delivery plan for transport including proposed assessments mechanisms for future schemes.</p>

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>A question was also raised as to the allocation and use of the Transport levy going forward and how this relates to bus subsidies. The programme manager identified that as part of the January CA Board approvals a Bus reform task group was established with relevant officer's from CPCA, Cambridgeshire County Council and Peterborough City Council to review and propose the bus subsidy strategy for future years and agree the allocation of transport levy in the future this is an ongoing piece of work. This January paper also confirmed that the current situation for managing buses would continue to March 2020</p> <p>It was explained that a report would also be submitted to the Board in July or September 2019 updating the progress from the Bus reform task group</p> <p>Members of the Committee asked for further information on the following in relation to transport delivery:</p> <ul style="list-style-type: none"> • Where can members access the Letters of Intent or the Memorandum of Understanding (MoU) of the delivery instruments to see what had been commissioned by the Combined Authority • How many funding agreements and Letters of Intent were the transport team in receipt of • Could the authority acquire capital for delivery and control through partnership working • Could there be clarification on whether the work that is being undertaken on transport by the internal legal officers or by consultants. <p>The Transport Programme Manager informed the Committee that Letters of Intent and MoU's were held on an internal project delivery system. He was unable to</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>clarify the exact number that was held, but that he could report back the figure at a later date and noted that the legal negotiations were being worked on in- house. It was confirmed that the Authority was engaging with other Combined Authorities across England as part of the development of the business case.</p> <p>The transport programme manager confirmed that legal discussions between CPCA and other parties in regard to MoU's and Funding agreements etc were being led directly by CPCA.</p> <p>The Committee noted the report.</p> <p>The Chair thanked the Transport Programme Manager for his attendance at the meeting.</p>
6.	Affordable Housing Update	<p>The Director of Housing and Development and the Programme Manager Affordable Housing gave a presentation to the Committee and updated members on the £170m Affordable Housing Programme. Of the £170 million, £70 million is ring fenced for new build Council rent homes in Cambridge City, leaving £100m allocated to deliver 2,000 new affordable homes across Cambridgeshire and Peterborough. Main tenures of housing are affordable rent, social rent and shared ownership. Further information was provided which highlighted key milestones which included the first CPCA funded scheme to be completed in Soham in August 2018 and in March 2019 the approval of the creation of a Development Company. In all, 777 units had approval by CA Board to date.</p> <p>In response to questions asked, the Director of Housing and Development explained that there was ongoing dialogue with housing teams across the other local authorities. The £100m allocated to deliver 2,000 new affordable homes across Cambridgeshire and Peterborough had been split 60/40 between grants for affordable housing and a revolving loan fund. It was reported that the</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>Combined Authority would consider applications for funding to deliver new affordable homes across all tenures, provided the scheme has the support of the local planning authority. The team consults with LA Housing Strategy and Planning teams as part of the appraisal process.</p> <p>It was explained that risk assessments had been carried out on all proposed development and loan arrangements with an additional £31 million approved to projects as loan investment which would be repaid to the programme and would establish a recycling fund to go beyond the lifetime of the current programme (March 2022). The Committee discussed the timeline of the housing development and noted that they would be interested in receiving information about the proposed housing delivery timeline and that they were informed of all projects in the 'pipeline'. Committee members were reminded that the Housing and New Communities Committee receive programme performance updates on a roughly quarterly basis and that these are published on the CPCA website, and O&S members would be very welcome to attend these meetings.</p> <p>RESOLVED:</p> <p>That the Committee receive a trajectory of the delivery of housing projects and updated information on housing development at regular intervals, with the next being November 2019</p>
7.	Member Update on Activity of Combined Authority	No updates were received from members
8.	Review of Combined Authority Agenda	<p>The Committee reviewed the agenda due to come to Board on Wednesday 26th June 2019.</p> <p>The Committee agreed to raise the following questions to the Board:</p>

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>Item 1.5 Forward Plan</p> <ol style="list-style-type: none"> 1) The Committee expressed concern at the late publication of the Board Forward Plan and asked for an assurance that in future this would be published in time to be considered by the Overview & Scrutiny Committee before the Board meeting. <p>Item 1.6 Appointment to Executive Committees</p> <p>The Combined Authority is currently reviewing its Constitution and governance arrangements which may have an impact on the functions and membership of the committees</p> <ol style="list-style-type: none"> 2) Can the Committee be provided with a comprehensive list of appointed senior officers at the Combined Authority? 3) What were the reasons for the amendments to the allocations to Executive Committees for 2019/20 specifically the revised Cabinet representation? 4) Can the Board ensure that frequent governance changes do not get in the way of the Authority achieving its strategic objectives; and note that governance changes also affect how Overview & Scrutiny works <p>Item 2.1 - Budget Monitoring Update</p> <ol style="list-style-type: none"> 5) Can the Committee be provided with more clarity on schemes and associated funding? Can the finance team provide a clear correspondence between lines in the budget and decisions by the Authority?

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>Item 3.1(i) £100m Affordable Housing Programme – Scheme Approvals – Alexander House, Ely</p> <p>6) Can the Board confirm the Combined Authority is authorised to, and in a position to give commercial loans?</p> <p>How is the loan being secured and how does the interest rate compare to the market? Could a revised condition to increase the percentage of (16%) affordable housing units (to be provided from the total of 25 units) be approved</p>
9.	Combined Authority Forward Plan	<p>Committee expressed concern at the late publication of the Board Forward Plan and discussed the need for members of the Overview and Scrutiny Committee to access confidential Board papers and appendices in order to carry out their duties.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
10.	Overview and Scrutiny Work Programme Report	<p>The Committee received the report which outlined the work programme for the committee for the municipal year 2019/20.</p> <p>The Committee requested that an Affordable Housing Update report be brought to the November 2019 meeting.</p> <p>The Committee requested that a Budget Update report be presented to the meeting in October 2019.</p> <p>The Committee asked that the previous Vice-Chair of the Committee be invited to the next Overview and Scrutiny Committee pre-meet to update members on the work that he had accomplished in relation to the CAM metro.</p> <p>The Committee AGREED to establishing 2 working groups, membership as below: CAM Metro – Councillors Gehring, Sharp, Price, Heylings and Whitehead (Cllr Conboy subject to availability)</p> <p>CAM Bus Review: Councillors Hay, Dew, Connor and Chamberlain (Cllr Murphy as a substitute member)</p>
11.	Date of Next Meeting	<p>The Committee agreed that the next meeting would be held at Fenland District Council (Council Chamber) with a start time of 11am on the 29th July 2019.</p> <p>The pre-meeting on the 29th July 2019 would be held at 10am in Room 38, Fenland Hall, March.</p>



CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 29 May 2019

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

Item	Topic	Decision
	Part 1 – Governance Items	
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</p>

		Opportunity Peterborough Board. A declaration on non-pecuniary interest was 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:

		<ul style="list-style-type: none"> i) The Police and Crime Commissioner for Cambridgeshire; ii) Cambridgeshire and Peterborough Fire Authority iii) Cambridgeshire and Peterborough Clinical Commissioning Group <ul style="list-style-type: none"> d) Note the named representative and substitute representative for each organisation as set out in the report e) Agree that the late notifications of appointments to the Monitoring Officer shall take immediate effect 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.
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"> 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).
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"> 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; b) Approve the amended political party representation on the Overview and Scrutiny Committee; 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); d) To agree that the Overview and Scrutiny Committee consider the co-option of an independent member from a Constituent Council
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"> 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; b) To agree the political balance on the committee as set out in Appendix 1; 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); d) Appoint a Chair and Vice Chair of the Audit and Governance Committee for the municipal year 2018/2019;

		<p>e) To agree that the Audit and Governance Committee consider the co-option of an independent member from a Constituent Council.</p>
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"> a) Approve the appointment of John Hill and Kim Sawyer as Joint Chief Executive of the CPCA with immediate effect b) Review these arrangements by 31 May 2021 c) Appoint Jon Alsop as the Section 73 Chief Finance Officer to the CPCA; d) Approve the appointment of Dermot Pearson as the Interim Monitoring Officer.
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"> 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)
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"> a) Review the Members' Allowances Scheme (Mayor's and other Allowances)

		<p>b) Agree the scheme for the Mayoral allowance as set out in Appendix 1 and summarised in para 2.6 (a) to (c);</p> <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"> (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. (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. <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="padding-left: 40px;">Note the May Delivery Dashboard</p>
	Part 2- Finance	
2.1	Budget: Provisional Outturn	The Board received an update report on the provisional outturn position of the Combined Authority for the year ended 31 March 2019.

		<p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the provisional outturn position against budget for the year to 31 March 2019. b) i. Approve the carry forward of £616,400 of revenue budget underspends to increase the 2019/20 budget and deliver the outcomes identified; ii. Approve the carry forward of capital underspends identified in paragraphs 2.8 to 2.16 c) Note progress being made in the preparation and audit of the draft Statement of Accounts for 2018/19.
	Part 3- Combined Authority Decisions	
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> <ul style="list-style-type: none"> 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.
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>

		<ul style="list-style-type: none"> 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 b) Approve a carry forward of £1,505,274 from the approved 2018/19 budget into the 2019/20 financial year 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. 								
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> <ul style="list-style-type: none"> 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. b) The Mayor approved the allocation of grants as set below: <table border="1" data-bbox="833 1082 1767 1305"> <thead> <tr> <th>Constituent Council</th> <th>Allocation /£</th> </tr> </thead> <tbody> <tr> <td>Peterborough City Council</td> <td>4,958,107</td> </tr> <tr> <td>Cambridgeshire County Council</td> <td>18,583,352</td> </tr> <tr> <td>Total</td> <td>£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									
Cambridgeshire County Council	18,583,352									
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"> 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).
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"> a) Note the draft Local Transport Plan for the Cambridgeshire and Peterborough Combined Authority and approve consultation on the basis of the draft. 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.
3.6	Non-Statutory Strategic Spatial Framework Phase 2 – Public Consultation	<p>The report was withdrawn.</p>
3.7	Connecting Cambridgeshire	<p>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>

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

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

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

		<ul style="list-style-type: none">i. Running an academic partner review, comparison and selection process that includes PRC, ARU and others.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.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;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.v. Officers procuring expert consultants to support the execution of that Action plan to these timescales;vi. A review, through the Outline Business Case Process, of the current assumptions regarding:
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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>
	Part 6 – Date of Next Meeting	
6.1	Wednesday 26 June 2019 at 10.30am, Kreis Viersen Room, Shire Hall, Cambridge, CB3 0AP	

Appendix 4



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 26 June 2019

Agenda/Minutes: [Cambridgeshire & Peterborough Combined Authority Board: 26th June 2019](#)

Item	Topic	Decision
	Part 1 – Governance Items	
1.1	Announcements, Apologies and Declarations of Interest	<p>Apologies were received from J Ablewhite, Councillor S Count (substituted by Councillor R Hickford) and A Khalid (substituted by Professor A Neely).</p> <p>A declaration of non-pecuniary interest was made by Professor A Neely in relation to Item 3.4: Local Industrial Strategy Update in relation to his involvement with Project Spring.</p>

1.2	Minutes – 29 May 2019	The minutes of the meeting on 29 March 2019 were confirmed as an accurate record and signed by the Mayor.
1.3	Petitions	None received.
1.4	Public Questions	None received.
1.5	Combined Authority Forward Plan	It was resolved to note and comment on the Forward Plan.
1.6	Appointments to Executive Committees	<p>The Board received a report providing an update on the committee membership of the Combined Authority.</p> <p>It was resolved to note and agree the updates to the membership of the committees for 2019/20 or until such time as the revised governance arrangements are approved, as set out in the revised Appendix 1 which was tabled at the meeting and in accordance with further verbal updates from Board members.</p>
Part 2 – Finance Items		
2.1	Budget Monitor Update	<p>The Board received a report providing an update on the 2019-20 budget position reflecting the Board's decision in May to authorise the carry forward of identified revenue and capital balances from the year ended 31st March 2019.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the updated financial position of the Combined Authority for the year. b) Note the status of the Statement of Accounts for 2018/19.

	Part 3- Combined Authority Decisions	
3.1	£100m Affordable Housing Programme Scheme Approvals: June 2019	
3.1.1	Alexander House Ely	<p>The Board received a report seeking approval for the provision of a 21 month repayable commercial loan facility capped at £4.84m to Laragh House Developments LTD to create housing units by converting an office building</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the provision of a commercial loan facility of £4.84m to Laragh House Developments Ltd for a scheme of 25 units based on the heads of terms detailed in the exempt Appendix 1. b) Authorise the Director of Housing and Development, in consultation with Legal Counsel and the Portfolio Holder for Investment and Finance, to conclude any necessary legal documentation to secure the loan, to include taking a charge upon the land.
3.1.2	£100m Luminus, Huntingdonshire	<p>The Board received a report seeking the 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 commit grant funding of £618,800 from the £100m Affordable Housing programme to deliver 14 new affordable homes for Social Rent at seven sites in Huntingdonshire.</p>
3.1.3	MOD Site Ely – Application for Affordable Housing	The report was withdrawn.

3.2	£100m Affordable Housing Programme – Proposed Acquisition	<p>The Board received a report seeking approval for the Acquisition of a 5.1 acre development site in Cambridgeshire and Peterborough for a price of 1.225m, to be prepared for a future residential development scheme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the acquisition of a site in Cambridgeshire and Peterborough for the sum of £1.225m, based on the heads of terms detailed in the exempt Appendix 1. b) Approve the expenditure of £332,335 in costs on the acquisition (including stamp duty) and to prepare, submit and secure a planning consent for a residential development scheme on the site. c) Authorise the Director of Housing and Development, in consultation with Legal Counsel and the Portfolio Holder for Investment and Finance, to conclude any necessary legal documentation to secure the acquisition and planning permission.
3.3	Major Road Network and Large Local Majors	<p>The Board received a report presenting the proposed projects for submission to the Major Road Network investment programme and the Large Local Majors investment programme. The report also presented how these projects relate to the strategic objectives of the Combined Authority.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the projects to be submitted for the Major Road Networks (MRN) and Large Local Majors (LLM) investment programmes. b) Agree to aim to secure a local or third-party contribution of at least 15% of the scheme costs for each project if approved.

		<p>c) Authorise the Director of Delivery and Strategy, in consultation with the Chair of the Transport and Infrastructure Committee, to finalise the MRN/LLM submission and liaise with the England's Economic Heartland partnership.</p>
3.4	<p>Local Industrial Strategy – Update</p> <p>By Recommendation to the Combined Authority</p>	<p>The Board received a report providing an update on the final draft agreed with Government for the Cambridgeshire and Peterborough Local Industrial Strategy.</p> <p>It was resolved to:</p> <p>a) Note the final version of Cambridgeshire and Peterborough Local Industrial Strategy as agreed with Government.</p> <p>Note the final stages of national sign-off for the Local Industrial Strategy in the Department of Business, Energy and Industrial Strategy (BEIS) template style prior to publication.</p>
	<p>Part 4 – Recommendations from the Housing and Communities Committee</p>	

4.1	Quality Charter for Growth	<p>The Board received a report requesting approval of the following recommendations.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Adopt the Quality Charter for Growth principles (including additions in Appendix 1 of the attached Committee report) to guide it's work on new developments across Cambridgeshire and Peterborough; b) Adopt a strengthened set of principles on cohesion (as set out in Appendix 2 of the attached Committee report)
	Part 5 – Motion submitted under Committee Procedure Rule 14	
5.1	Motion from Councillor Lewis Herbert	On being put to the vote, the Motion was lost.
	Part 6 - Date of next meeting	
6.1		Wednesday 31 July 2019 at 10.30am, Council Chamber, Fenland Hall, County Road, March, PE15 8NQ

Appendix 5



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

AUDIT & GOVERNANCE COMMITTEE - Decision Summary

Meeting: 31 May 2019

Agenda/Minutes: [Audit & Governance Committee: 31st May 2019](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies and Declarations of Interests	Apologies were received from Councillors Goldsack (substituted by Councillor Wells) Councillor Davey who was substituted by Councillor Price and Councillor Mason No declarations of interest were made.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
2.	Chairs Announcement's	<ol style="list-style-type: none"> 1. The Chair congratulated Jon Alsop into his new role as Chief Finance Officer/S73 Officer at the Authority and thanked the Interim S73 officer for his work. 2. The Chair also thanked the Councillor who had served on the previous year's Audit and Governance Committee- Councillors Harrison, Morris, Hay, Seaton and Robertson. 3. Due to the number of newly appointed members to the Audit and Governance Committee, the Chair asked that a 'Skills set' be circulated to all members of the Audit and Governance Committee to identify areas of training that members may benefit from.
3.	Appointment of the Vice-Chair	<p>The Chair explained that at the Annual General meeting in May 2017, the Board appointed him as Chairman of the Committee and delegated the decision of a Vice-Chair to the Committee to decide at its first meeting of each year.</p> <p>Councillor Benney proposed and Councillor Wells seconded that Councillor McGuire be appointed as Vice- Chair.</p> <p>It was resolved:</p> <p>Upon a vote, it was agreed that Councillor McGuire be appointed as Vice -Chair of the Audit and Governance Committee for the ensuing year.</p>
4.	Co-optees to the Audit and Governance Committee	<p>The Interim Monitoring Officer submitted a report and elaborated thereon. It was noted that the Board had recognised that a lot of independents had been elected in some constituent Councils and had delegated authority to the Audit and Governance Committee to co-opt an independent member.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>Councillor Price proposed the co-option of an independent person.</p> <p>Councillors McGuire proposed, and Councillor Wells seconded that the Committee do not co-opt an independent person.</p> <p>Upon a vote, it was agreed that the Audit and Governance Committee would not co-opt an independent person.</p>
5.	Minutes of the meeting held on the 29 th March 2019	The minutes of the meeting held on the 29 th March 2019 were agreed and signed by the Chair.
6.	Corporate Risk Register	<p>The interim S73 officer elaborated on the report and explained that it was an updated report, from March) which had been requested by Members. It was noted that the register was reviewed monthly by the Directors.</p> <p>It was noted that there was a risk register in place for all projects undertaken by the Authority. Following the implementation of the mitigation measures, the top risks had been identified and outlined within the report. It was explained that there were several reasons some risks would remain, which included the lack of funding approval from Government and financial commitment secured from the Authority's private partners.</p> <p>The Interim S73 Officer reported that the Risk Register was reported and reviewed on a monthly basis by directors; it was a fluid document that was updated regularly to reflect any changes to the status of the risks and to record any new risks identified.</p> <p>It was resolved:</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>That the Committee reviewed the Combined Authority Risk Register and requested that it be a standing item on the agenda and new risks included on the register be identified be highlighted at the next meeting.</p>
7.	Draft Accounts 2018/19	<p>The interim S73 officer explained that it was a legal requirement for the draft Statement of Accounts to be published on the Combined Authority's website for public inspection.</p> <p>It was noted that draft Statement of Accounts were unaudited and as such, had not been audited by Ernst and Young; the final audited version of the Statement of Accounts would need to be signed and published on the Authority's website by 31st July 2019.</p> <p>In response to questions asked by the Committee, it was noted that in previous years there had been a simpler structure and therefore due to an increase in employment at the Authority, the figures had been consolidated. Furthermore, it was necessary for the figures to be reported in a different way which was due to the transfer of the LEP; there was only a need to highlight the figures of the LEP for the first year and not the subsequent years.</p> <p>In relation to senior officer staffing costs the figures had been included in the Audit Plan and the external auditors had confirmed the process followed and figures contained within the accounts were correct.</p> <p>It was confirmed that the Authority had no debt and that all funding came from grants and was not borrowed money.</p> <p>It was resolved:</p> <p>That the Committee received and reviewed the draft statement of accounts</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>2018/19</p> <p>That the Committee received and reviewed the Annual governance Statement 2018/19</p>
8.	Assurance Framework	<p>The Chief Executive submitted a report which asked the Committee to note the report and the revised single Assurance Framework for both the Business Board and the Combined Authority.</p> <p>It was explained that a Local Assurance Framework for the LEP be created to document practices and standards to provide Government and local partners with assurance that decisions over funding were robust, transparent and able to deliver value for money (VFM).</p> <p>The single Assurance Framework for both the Business Board and the Combined Authority was developed in line with the revised Government guidance, ensuring clarity, transparency and openness to the decision-making process of both Boards.</p> <p>It was resolved:</p> <p>That the single Assurance Framework for both the Business Board and the Cambridgeshire and Peterborough Combined Authority be noted</p>
9.	Internal Audit; Governance	<p>The Internal Auditor elaborated on his report and explained that the report provided an independent and objective opinion on the Combined Authority's effectiveness in managing risk management, governance and control environment. It was noted that with the amalgamation of the LEP into the Authority, the Audit Plan would review the LEPs governance arrangements as it was expected that this would closely mirror those of the Combined Authority.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>It was noted improvements had been made to the governance arrangements although an area identified as a risk was Human Resources: gaps had been identified however, plans had been put in place to address those and it was reported that a new HR Manager was now in post.</p> <p>The Chief Executive explained that 6 months in to the inception of the Combined Authority, they had asked the Internal Auditors to inspect their practices and identify any areas of concern. At the time, 19 issues had been highlighted, 8 of which had now been completed and the remaining ones being either worked on or were not currently possible to resolve.</p> <p>28 key policy documents around Human Resources had been identified and in the past 6 months, there had been no significant issues raised; having undertaken a restructure it was reported that staff employed at the Authority were happy and contented.</p> <p>It was resolved:</p> <p>That the outcomes from the reviews of corporate governance together with the proposed actions for management to address weaknesses identified was considered.</p>
10.	Combined Authority Board Update	<p>The Committee received a report which provided an update on the activities of the Cambridgeshire and Peterborough Combined Authority Board meetings of the previous 6 months.</p> <p>It was resolved:</p> <p>That the Committee note the updated contained within the report and appendices.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
11.	Business Board Governance Update	<p>At a previous meeting of the Audit and Governance Committee, members requested an update on the governance arrangements for the Business Board.</p> <p>It was explained that the Business Board would be subject to both internal and external reviews despite its legal status being that of an informal partnership. The Business Board did not have the ability to enter into contracts and would act through the Combined Authority as its Accountable Body.</p> <p>The Audit and Governance Committee asked for additional information on the Business Board Governance Arrangements on the Committee's role in reviewing the Board.</p> <p>It was resolved:</p> <p>That the Committee noted the update.</p> <p>That the interim Monitoring Officer present a briefing to Members of the Committee on the Business Board Governance Arrangements at the next Committee pre-meet.</p>
12.	Staffing Structure Update	<p>The Chief Executive explained that following her and John Hill's appointment as joint Interim Chief Executives of the Combined Authority, they were tasked to undertake a review of the staffing structure of the organisation. Subsequently, in February 2019, the Employment Committee considered the Chief Executives consultation paper for the restructuring of departments.</p> <p>It was noted that as part of the process, the staffing structures of other local authorities had been examined and considered. Comparably, Tees Valley</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>Combined Authority had 94 staff members, meaning the CAPA had one of the leanest staffing structures of all the Combined Authorities.</p> <p>It was further explained that the CAPA had also amalgamated the LEP, Energy Hub, Adult Education Budget and Agri-tech. It was noted that there were 73 posts, 30 of which were vacant, but adverts were currently out to recruit to them.</p> <p>It was resolved:</p> <p>That the Committee noted the staffing structure approved by the Employment Committee for consultation on the 13th February 2019.</p>
13.	Work Programme	<p>The Committee received the report which provided the draft work programme for Audit and Governance Committee for the remainder of the 2019/20 municipal year.</p> <p>The Committee agreed to add the following to the work programme:</p> <ul style="list-style-type: none"> a) Chief Finance Officer to prepare a briefing note on the combined Authority's policy documents relating to the rules and regulations adhered to in the national policies, followed also by CIPFA. b) Transport Team be invited to a future meeting of the Committee to deliver a presentation on the accelerated delivery process including information on risk management. c) Statement report on Value for Money (VfM) to be considered, including 'benefit-cost-ratio') d) Assurance Framework – to be presented every 6 months.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		e) Business Board Governance Arrangements – brief presentation from the MO (at the next Committee pre-meet) to elaborate on the Committee’s role in reviewing the Business Board
14.	Date of Next Meeting	The Committee agreed that the next meeting be held on the 19 th July 2019 at Council Chamber, Fenland District Council at 10am.

SCHEDULE OF ITEMS RECOMMENDED FROM COMMITTEES AND OTHER MEMBER BODIES

Committee: Council

Date: 18 July 2019

Author: Democratic Services Manager

[U33]

Member Body	Report No.
<p>1. FINANCE AND ASSETS COMMITTEE – 20 JUNE 2019</p> <p><u>2018/19 Treasury Operations Annual Performance Review</u></p> <p>The Committee considered a report which summarised the Council’s Treasury operations during 2018/19.</p> <p>The Finance Manager reported that the Council was externally debt-free in 2018/19. Cash investments totalled £6,191 million as at 31st March 2019, an increase of £1.34 million on the previous year.</p> <p>Interest received during the financial year was £304,946, which was £64,946 above the budget of £240,000. This figure was made up of £59,093 from investment in money markets and £245,853 from the loan to ECTC.</p> <p>Councillor Sharp congratulated Officers on the good performance and Councillor Whelan commented that the investment strategy was obviously working; she asked that her compliments be passed onto the Finance Team.</p> <p>It was resolved to RECOMMEND TO COUNCIL:</p> <p>That the report on the Council’s Treasury operations during 2018/19 including the actual Prudential and Treasury Indicators, as set out at Appendix 1 to the report, be approved.</p>	<p>U28 (attached at Appendix A)</p>

POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS REVIEW

To: Council

Date: 18 July 2019

Author: Chief Executive/Electoral Services Officer

[U34]

1.0 **ISSUE**

1.1 To advise Members of the commencement, process and timetable for the review of Polling Districts, Polling Places and Polling Stations.

2.0 **RECOMMENDATIONS**

2.1 Members are requested to note the process and timetable for the review of Polling Districts, Polling Places and Polling Stations commencing on 30 July 2019.

3.0 **BACKGROUND/OPTIONS**

3.1 Under section 18C(1) of the Representation of the People Act [RPA] 1983, local authorities must carry out and complete a review of Polling Districts and Polling Places in the period specified by Section 18C(2)(a) of the RPA 1983 to ensure that people have such reasonable facilities for voting as are practicable in the circumstances and to ensure reasonable and practicable accessibility for people with disabilities.. A compulsory review must be started and completed between 1 October 2018 and 31 January 2020. However, this does not prevent changes being made at any time before the next full statutory review in October 2023. The Returning Officer has carried out two similar reviews in the last 2 years, arising from changes to the County Electoral Divisions and District Council Wards within this District resulting from the Local Government Boundary Commission for England (LGBCE) reviews of the electoral arrangements for Cambridgeshire County Council and East Cambridgeshire District Council. Therefore, he has no new proposals to make for this full review, outside of issues relating to individual Polling Places identified from the recent District and Parish Elections and the European Elections.

3.2 As part of the review, all District and County Councillors for East Cambridgeshire; Parish Councils; local MPs; Political Parties; Returning Officers for Parliamentary Constituencies that fall within East Cambridgeshire boundaries; the local Disability Access Group; and the County Council will be consulted. In addition, the public are notified via public notices, together with information on the Council's website. The consultation must seek comments from people who have particular expertise in relation to access to premises or facilities for persons who have disabilities. Any elector may make

representations. The Returning Officer also will take into consideration responses received from Presiding Officers, Poll Clerks and Polling Station Inspectors arising from the local and European Elections held in May 2019. In addition, the Polling Places venues have been contacted to ascertain whether they have any planned works or issues which may affect their availability over the next 4 years.

3.3 The timetable for the review is as follows:

Notice of start of review - 30 July 2019
 Council publishes the Returning Officer's proposals – 30 July 2019
 Consultation on proposals ends on – 30 September 2019
 Report to full Council – 17 October 2019
 Adoption by Council – 18 October 2019
 Arrangements come into force at the publication of the next revised Register of Electors – 1 December 2019

3.4 The proposals by the Returning Officer will be detailed in a 'Review of Polling Districts, Polling Places and Polling Stations Background Information and Returning Officer's Proposals' document, to be published on the Council's website and circulated to all consultees, including District Councillors, on 30 July 2019.

4.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

4.1 Any increase in costs arising from variations in venue hire rates, etc.

4.2 Equality Impact Assessment (EIA) will be completed as part of the review process.

5.0 APPENDICES

None

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
Relevant Electoral Services files, Responses from consultees, Electoral Commission guidance on Review of Polling Districts, Polling Places and Polling Stations	Room 214 The Grange Ely	Joan Cox Electoral Services Officer (01353) 616460 E-mail: joan.cox@eastcambs.gov.uk

TITLE: 2018/19 TREASURY OPERATIONS ANNUAL PERFORMANCE REVIEW

Committee: Finance and Assets Committee

Date: 20th June 2018

Author: Finance Manager

[U28]

1.0 ISSUE

- 1.1 To report on the Council's treasury operations during the 2018/19 financial year.
- 1.2 This report reviews the Treasury Management activity during the financial year 2018/19 and reports on the prudential indicators as required by CIPFA's Treasury Management Code of Practice.

2.0 RECOMMENDATION

- 2.1 Members are asked to note the contents of this report on the Council's treasury operations during 2018/19, including the prudential and treasury indicators as set out in Appendix 1 and recommend to Full Council approval of the report.

3.0 BACKGROUND / INTRODUCTION

- 3.1 This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2018/19. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
- 3.2 During 2018/19 the minimum reporting requirements were that Full Council should receive the following reports:
- an annual treasury strategy in advance of the year (received by Council on the 22nd February 2018);
 - a mid-year treasury update report, (this was reviewed by Resources and Finance Committee on 29th November 2018 and approved by Full Council on the 21st February 2019);
 - an annual review following the end of the year, describing the activity compared to the strategy (this report).

4.0 RESULTS

- 4.1 Cash investments totalled £6,191 million as at 31 March 2019, an increase of £1.34 million on the previous year. The Council's cash investments are all for periods of less than one year.
- 4.2 In addition the Council's loan to East Cambridgeshire Trading Company (ECTC) was £4,620,000 at the 31st March 2019.

4.3 Interest received during the financial year was £304,946, which was £64,946 above the budget of £240,000. This figure is made up of £59,093 from investment in money markets and £245,853 from the loan to ECTC.

4.4 The rate of return on cash investments held as at 31st March 2019 (this excludes the loan to ECTC) was 0.633%. This was above the benchmark 7 day LIBID (London Inter-bank Bid Rate) which was 0.507%.

5.0 CONCLUSIONS

5.1 The size of the Council's investment portfolio is relatively small. Meaning that investment decisions have to be made primarily to accommodate cashflow requirements as opposed to optimising investment returns. Despite these pressures, opportunities for some pro-active investment decisions were taken during the year when opportunity arose, with funds being moved to fixed term investments and away from overnight accounts.

5.2 During the financial year the Council operated within its approved treasury limits and prudential indicators.

6.0 APPENDIX

6.1 Annual Treasury Management Review 2018/19

Annual Treasury Management Review 2018/19

East Cambridgeshire District Council
April 2019

Annual Treasury Management Review 2018/19

1. Introduction

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2018/19. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

During 2018/19 the minimum reporting requirements were that Full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 22/02/2018)
- a mid-year (minimum) treasury update report (Council 21/02/2019)
- an annual review following the end of the year describing the activity compared to the strategy (this report)

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the former Resources and Finance Committee and the Finance and Assets Committee (with regard to this report) before they were reported to the Full Council.

2. The Council's Capital Expenditure and Financing

The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

£m	2017/18 Actual	2018/19 Budget	2018/19 Actual
Capital expenditure	16.232	9.672	3.479
Financed in year	5.068	8.063	2.417
Unfinanced capital expenditure	11.164	1.609	1.062

3. The Council's Overall Borrowing Need

The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR).

Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2017/18) plus the estimates of any additional capital financing requirement for the current (2018/19) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allowed the Council some flexibility to borrow in advance of its immediate capital needs in 2018/19. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

	31 March 2018 Actual	31 March 2019 Budget	31 March 2019 Actual
CFR General Fund (£m)	13.524	16.452	14.486
Gross external borrowing position	0	5.000	0
Under / over funding of CFR	13.524	11.452	14.486

The authorised limit - the authorised limit is the "affordable borrowing limit" required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2018/19 the Council has maintained gross borrowing within its authorised limit.

The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital, (borrowing and other long term obligation costs net of investment income), against the net revenue stream.

	2018/19
Authorised limit for external debt	£12.0m
Maximum gross external borrowing position during the year	£0.0m
Operational boundary	£5.0m
Average gross borrowing position	£0.0m
Financing costs as a proportion of net revenue stream	0.0%

4. Treasury Position as at 31 March 2019

At the beginning and the end of 2018/19 the Council's treasury position was as follows:

INVESTMENT PORTFOLIO	Actual 31.3.18 £000	Actual 31.3.18 %	Actual 31.3.19 £000	Actual 31.3.19 %
Treasury investments				
Banks	300	6.2%	261	4.2%
Money Markets	4,550	93.8%	5,930	95.8%
TOTAL TREASURY INVESTMENTS	4,850	100%	6,191	100%

Non Treasury investments				
Loan to ECTC	3,205	100%	4,620	100%
TOTAL NON TREASURY INVESTMENTS	3,205	100%	4,620	100%

Treasury investments	4,850	60.2%	6,191	57.3%
Non Treasury investments	3,205	39.8%	4,620	42.7%
TOTAL OF ALL INVESTMENTS	8,055	100%	10,811	100%

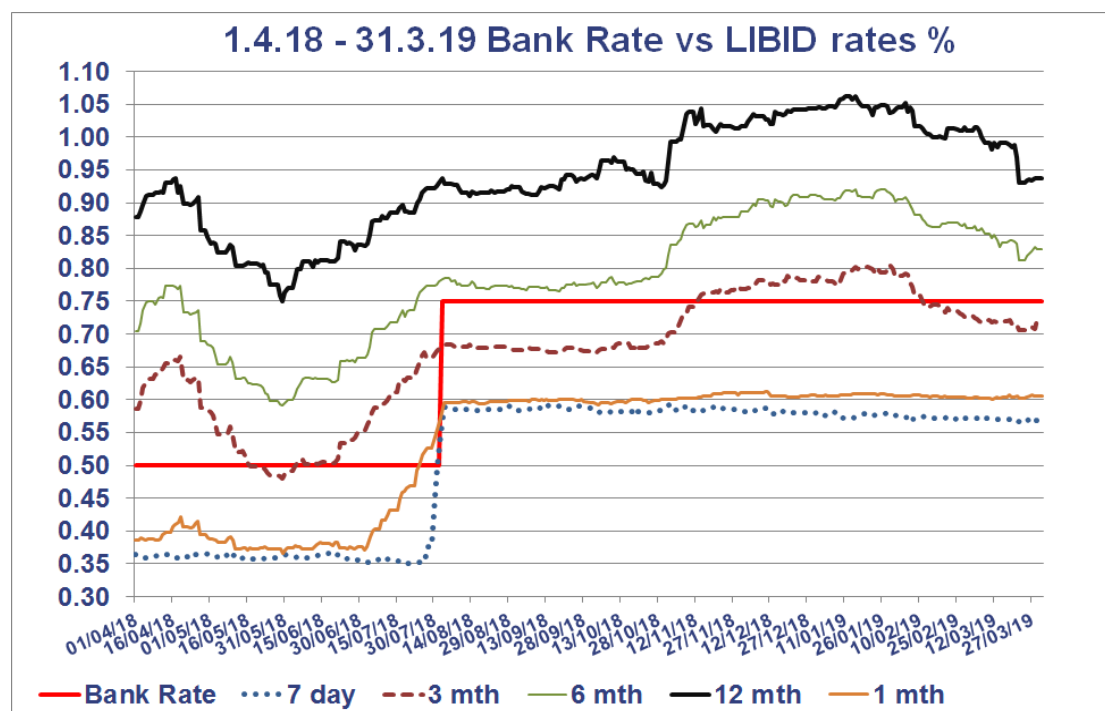
The maturity structure of the investment portfolio was as follows:

All treasury investments are in cash and as such we have instant access to them.

The loan to East Cambridgeshire Trading Company is due to be repaid on or before 31st March 2021.

5. The strategy for 2018/19

5.1 Investment strategy and control of interest rate risk



Investment returns remained low during 2018/19. The expectation for interest rates within the treasury management strategy for 2018/19 was that Bank Rate would rise from 0.50% to 0.75%. At the start of 2018-19, and after UK GDP growth had proved disappointingly weak in the first few months of 2018, the expectation for the timing of this increase was pushed back from May to August 2018. Investment interest rates were therefore on a gently rising trend in the first half of the year after April, in anticipation that the MPC would raise Bank Rate in August. This duly happened at the MPC meeting on 2 August 2018.

It was not expected that the MPC would raise Bank Rate again during 2018-19 after August in view of the fact that the UK was entering into a time of major uncertainty with Brexit due in March 2019.

Investment rates were little changed during August to October but rose sharply after the MPC meeting of 1 November was unexpectedly hawkish about their perception of building inflationary pressures, particularly from rising wages. However, weak GDP growth data after December, plus increasing concerns generated by Brexit, resulted in investment rates falling back again.

This authority does not have sufficient cash balances to be able to place deposits for more than a month, and is therefore unable to earn higher rates from longer deposits. However, when Bank Rate went up in August, its investment returns also improved from deposits for periods up to one month.

Continued uncertainty in the aftermath of the 2008 financial crisis has promoted a cautious approach whereby investments would continue to be dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.

5.2 Borrowing strategy and control of interest rate risk

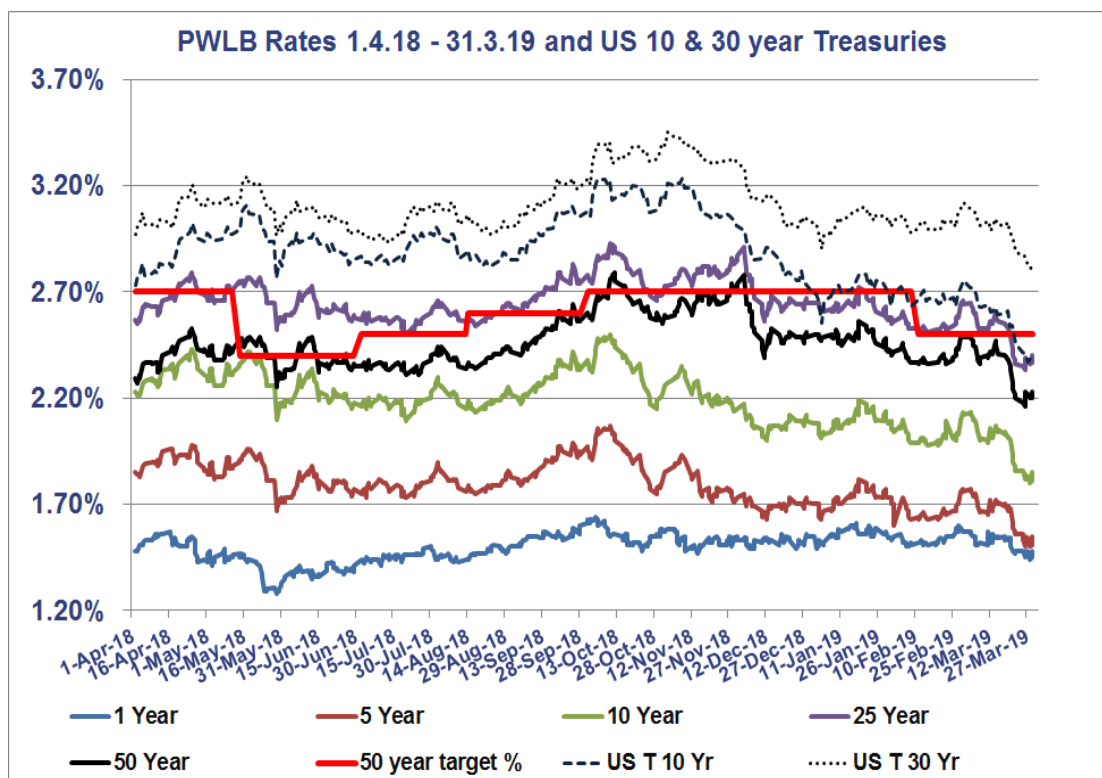
During 2018/19, the Council maintained an under-borrowed position. This meant that the capital borrowing need, (the Capital Financing Requirement), was not fully funded with loan debt, as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as investment returns were low and minimising counterparty risk on placing investments also needed to be considered.

The policy of avoiding new borrowing by running down cash balances, has served well over the past few years. However, this was kept under review to avoid incurring higher borrowing costs in the future when this authority may not be able to avoid new borrowing to finance capital expenditure and/or replacing internal borrowing, as Council reserves reduce.

Against this background and the risks within the economic forecast, caution was adopted with the treasury operations. The Finance Manager therefore monitored interest rates in financial markets and adopted a pragmatic strategy based upon the following principle to manage interest rate risks: if it had been felt that there was a significant risk of a much sharper RISE in long and short term rates than initially expected, perhaps arising from an acceleration in the start date and in the rate of increase in central rates in the USA and UK, an increase in world economic activity or a sudden increase in inflation risks, then the portfolio position would have been re-appraised. Most likely, fixed rate funding would have been drawn whilst interest rates were lower than they were projected to be in the next few years.

Interest rate forecasts expected only gradual rises in medium and longer term fixed borrowing rates during 2018/19 and the two subsequent financial years. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period.

Link Asset Services Interest Rate View 12.2.18													
	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21
Bank Rate	0.50%	0.75%	0.75%	1.00%	1.00%	1.00%	1.00%	1.25%	1.25%	1.25%	1.50%	1.50%	1.50%
5yr PWLB Rate	1.90%	2.00%	2.10%	2.10%	2.20%	2.30%	2.30%	2.40%	2.40%	2.50%	2.50%	2.60%	2.60%
10yr PWLB Rate	2.50%	2.50%	2.60%	2.70%	2.70%	2.80%	2.80%	2.90%	3.00%	3.00%	3.10%	3.10%	3.20%
25yr PWLB Rate	2.80%	2.90%	3.00%	3.10%	3.20%	3.20%	3.30%	3.30%	3.40%	3.50%	3.50%	3.60%	3.60%
50yr PWLB Rate	2.60%	2.70%	2.80%	2.90%	3.00%	3.00%	3.10%	3.10%	3.20%	3.30%	3.30%	3.40%	3.40%



Since PWLB rates peaked during October 2018, most PWLB rates have been on a general downward trend, though longer term rates did spike upwards again during December, and, (apart from the 1 year rate), reached lows for the year at the end of March. There was a significant level of correlation between movements in US Treasury yields and UK gilt yields - which determine PWLB rates. The Fed in America increased the Fed Rate four times in 2018, making nine increases in all in this cycle, to reach 2.25% – 2.50% in December. However, it had been giving forward guidance that rates could go up to nearly 3.50%. These rate increases and guidance caused Treasury yields to also move up. However financial markets considered by December 2018, that the Fed had gone too far, and discounted its expectations of further increases. Since then, the Fed has also come round to the view that there are probably going to be no more increases in this cycle. The issue now is how many cuts in the Fed Rate there will be and how soon, in order to support economic growth in the US. But weak growth now also looks to be the outlook for China and the EU so this will mean that world growth as a whole will be weak. Treasury yields have therefore fallen sharply during 2019 and gilt yields / PWLB rates have also fallen.

6. Investment Outturn

Investment Policy – the Council’s investment policy is governed by MHCLG investment guidance, which was implemented in the annual investment strategy approved by the Council on 22nd February 2018. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data, (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Resources – the Council’s cash balances comprise revenue and capital resources and cashflow monies. The Council’s core cash resources comprised as follows:

Balance Sheet Resources (£m)	31 March 2018	31 March 2019
Earmarked reserves	10.147	9.358
CIL / Section 106	3.928	4.083
Provisions	0.769	1.362
Usable capital receipts	0.669	1.102
Cash / Debtors	2.504	4.772
Internal Borrowing	-13.167	-14.486
Total	4.850	6.191

Investments held by the Council

- The Council maintained an average balance of £9.34 million of internally managed funds.
 - Interest of £59,093 was earned on the Council’s investments during 2018/19, this compares favourably to the budget of £5,000. (This excludes interest earned on the loan to ECTC.)
 - The internally managed funds earned an average rate of return of 0.633%.
 - The comparable performance indicator is the average 7-day LIBID rate, which was 0.507%.
-



EAST
CAMBRIDGESHIRE
DISTRICT COUNCIL

Agenda Item 4b

Minutes of an Extraordinary Meeting of East Cambridgeshire District Council held in the Council Chamber, The Grange, Nutholt Lane, Ely, on Wednesday 19 June 2019 at 6.30pm

P R E S E N T

Councillor Christine Ambrose-Smith	Councillor Bill Hunt
Councillor David Ambrose-Smith	Councillor Mark Inskip
Councillor Sue Austen (Vice-Chairman)	Councillor Alec Jones
Councillor Ian Bovingdon	Councillor Daniel Schumann
Councillor David Brown	Councillor Joshua Schumann
Councillor Charlotte Cane	Councillor Alan Sharp
Councillor Victoria Charlesworth	Councillor Amy Starkey
Councillor Matthew Downey	Councillor Lisa Stubbs
Councillor Lorna Dupré	Councillor John Trapp
Councillor Lavinia Edwards	Councillor Paola Trimarco
Councillor Lis Every (Chairman)	Councillor Jo Webber
Councillor Simon Harries	Councillor Alison Whelan
Councillor Julia Huffer	Councillor Christine Whelan
	Councillor Gareth Wilson

18. **ADJOURNMENT OF MEETING**

Due to the need for Officers to consider the procedural issues relating to motions and amendments presented just prior to the start of the meeting, the Chairman proposed the adjournment of the meeting, which was agreed by the Council, to enable this to take place. Therefore, the meeting was adjourned.

The Council meeting was reconvened at 7.30pm with the same Councillors present.

19. **PUBLIC QUESTION TIME**

No public questions were submitted.

20. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Anna Bailey.

21. **DECLARATIONS OF INTEREST**

Councillor David Ambrose-Smith declared a Prejudicial Interest in respect of Agenda Item 5 as a Director of ECTC.

Councillor Cane questioned if the Monitoring Officer had been asked to give advice on the interests of Councillors with holdings in property or property companies.

The Monitoring Officer stated that she had not been asked to provide any advice on the issue by particular Councillors for this meeting and that the registration and declaration of interests was a matter for individual Councillors.

Councillor Cane asked for advice to be provided by the Monitoring Officer to Councillors on this issue, in the light of guidance given at the recent training session for Planning Committee Members.

Councillor J Schumann highlighted that the position for Planning Committee was different due to the quasi-legal nature of the Committee and that it was a personal matter for Councillors to decide on whether and when to declare interests.

22. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:

The Chairman thanked Council for electing her to the office and apologised for being unable to attend the Annual Meeting due to the change of date as a result of the European Elections. She stated that it was a great honour and privilege and she would do her very best to fulfil the role.

The Chairman reminded Members of the Code of Conduct and Protocols relating to the conduct of Councillors, which were based upon mutual respect and courtesy. Therefore, she asked Councillors to respect these during the debate this evening.

23. **FORMER MOD SITE, ELY**

Councillor David Ambrose-Smith left the meeting for the duration of this item, without exercising a public speaking right.

Further to approval of the Motion to Annual Council on 30 May 2019 (Minute 11 refers), Council considered a report, U23, previously circulated, detailing options for the re-development of the former MOD site, Ely, and a Rescission Motion submitted in accordance with Council Procedure Rule 20 as follows:

'The Council formally rescinds the Motion in relation to the MOD site, Ely, (Ref 30 May 2019, Agenda Item 11).

Furthermore, Council instructs the Chief Executive to bring forward proposals to increase the level of affordable Housing above statutory Planning requirements for Phase 2 of the MOD site, Ely.'

The Democratic Services Manager explained the procedural reasons for the acceptance of the Rescission Motion as a valid Motion under Council Procedure Rule 20 and for its moving and seconding first in the order of business.

As mover of the Rescission Motion, Councillor Joshua Schumann stated that he had not done so lightly and had very mixed feelings, as he was disappointed that any Motion had to be the subject of rescission. The original scheme approved by full Council in December contained 15 units of affordable shared ownership Housing in phase 1 and was financially sustainable. Councillor Joshua Schumann believed that the Motion was the result of ill-conceived principles. 50% affordable Housing for the site was not achievable and would require an unprecedented level of subsidy from the Combined Authority. The Motion to Annual Council demonstrated a failure to produce fully assessed and costed proposals, so legitimately could be considered to be a 'wrecking Motion' for the original scheme. No private developer would have an obligation to provide 15 units of affordable Housing and the Administration had given an undertaking to look at increasing the level of affordable Housing provision for phase 2 of the scheme above the minimum compliancy requirements. Councillor Joshua Schumann requested a recorded vote on the Rescission Motion.

An amendment then was moved by Councillor Alison Whelan and seconded by Councillor Inskip as follows:

'Insert after first paragraph:

Council Support the submission of a revised scheme for Phase 1 of the MOD site, Ely, to the CPCA Board meeting on 26 June 2019 based on:

- 35% (32 units) affordable Housing units, representing 22% (7 units) as affordable rent and 78% (25 units) as affordable shared ownership;
- Request the ECTC Board to forgo its total projected profit to subsidise the scheme;
- Request CPCA grant of £54,438 per unit.'

As mover of the amendment, Councillor Whelan stated that the Liberal Democrat Group wanted a higher level of affordable Housing provision, but recognised the short timescale involved to secure the scheme, so were willing to look at a compromise. Whilst £54K subsidy may be unprecedented for the CPCA, the Council wanted to appeal to them to provide desperately needed affordable housing for the District. Councillor Whelan had spoken to a large number of residents whilst campaigning for election and the overwhelming response was that they wanted more affordable homes to enable children and their families to remain close to each other in adulthood. This was why the amendment was so important to Councillor Whelan.

In response, Councillor Hunt commented that this was a 'pipe dream' and if the scheme did not proceed, a private developer would acquire the site and the Council would be lucky if 10% affordable Housing was provided. He urged Members to approve the Rescission Motion rather than allowing the Motion to Annual Council to stand and thwart a scheme to provide much needed Housing within the District.

Councillor Sharp commented that the Liberal Democrats had not 'done their homework' regarding their proposals and figures for submission to the

CPCA. Removing the profit would place this Council at a large financial risk in delivering the scheme, whilst it was highly unlikely that the CPCA would approve a £54K subsidy per unit.

Councillor Harries referred to the fact that he was a new Ely Ward Councillor and one of the main reasons he stood for election was to deliver affordable Housing for the benefit of local people in response to their expressed needs for this. Local people had voted for the Liberal Democrats to get action on important issues such as affordable Housing. The amendment showed a willingness to compromise and Councillor Harries hoped that the Councillors that once had been a 'one party state' could join in a consensus approach on this issue in the interests of the people of the District.

Councillor Inskip expressed disappointment at the language used by the Conservative Members regarding a 'wrecking Motion' and hoped that they would have had greater ambitions to deliver a higher level of affordable homes. The Council were falling well short of meeting the demand for affordable housing within the District and could do much more. The Liberal Democrat Group had recognised that the 50% figure in the Motion to Annual Council was too much of a struggle to achieve, so had produced a compromise proposal and there was a CPCA precedent for a similar level of subsidy to the £54K on a scheme approved recently by them. Councillor Inskip also expressed disappointment at the lack of engagement on the part of the Administration with the Liberal Democrats to work towards a scheme more likely to be supported by the CPCA. Councillor Inskip referred to the fact that the Chairman was an Ely Ward Councillor and potentially could have two votes and so he appealed to her to use these votes to put residents first.

Councillor Joshua Schumann referred to the potential dangers of the amendment and the repercussions of using every penny of the contingency, which would be foolhardy and financially irresponsible. The original scheme approved by Council 'stacked-up' financially and was deliverable with 15 units of affordable Housing, which exceeded private sector requirements. The 'hand of friendship' had been extended to the Liberal Democrat Group to work together on key issues but had not been taken up by the Leader and Deputy Leader of that Group.

Councillor Dupré raised a point of order that Councillor Joshua Schumann had spoken twice contrary to Council Procedure Rule 12.9 and Councillor Schumann apologised.

Councillor Joshua Schumann moved that 'the question now be put' which was seconded by Councillor Brown and, upon being put to the vote, was carried on the Chairman's casting vote.

A recorded vote having been requested on the amendment, it was taken and declared to be LOST, with Members voting as follows:

For (13) Cllrs Austen, Cane, Charlesworth, Downey, Dupré, Harries, Inskip, Jones, Trapp, Trimarco, Alison Whelan, Christine Whelan, Wilson.

Against (13) Cllrs C Ambrose Smith, Bovingdon, Brown, Edwards, Every, Huffer, B Hunt, Dan Schumann, Joshua Schumann, Sharp, Starkey, Stubbs, Webber.

Abstention (0)

Lost on Chairman's Casting Vote against amendment.

A second amendment then was moved by Councillor Simon Harries and seconded by Councillor Christine Whelan as follows:

'Delete "above statutory Planning requirements" from second paragraph and insert:

To at least 50%, with at least 50% of these being for rent and at least 50% of the rented properties for LHA rent.'

In moving the amendment, Councillor Harries stated that he wanted a concrete commitment to do something better in Phase 2 regarding affordable housing than Phase 1, rather than simply taking things on trust. This is why it was necessary to put figures on the commitment that could be tested. The Administration had discussed collaborative working and this amendment was a way to give confidence of this to the people of Ely. Councillor Harries commented that it was very difficult to obtain and people had to wait for a long time for affordable rented housing in Ely. This was why he would urge Councillors to vote for the amendment, to have a clear ambition for Phase 2 of the development.

Councillor Cane referred to Councillor Joshua Schumann's comment regarding 15 affordable housing units being above that which would be required from a private developer for the site, and questioned what this Council's responsibility should be. On a point of personal explanation, Councillor Schumann stated that the Council would be going above and beyond Planning policy compliancy by providing 15 units of affordable housing. Councillor Cane stated that the Council had a responsibility to provide affordable housing to meet the needs of local people, and the Combined Authority had funding available to deliver this within the County. The amendment would secure a defined level of affordable housing provision for both sale and rent in Phase 2 of the MOD development.

Councillor Christine Ambrose-Smith commented that, as a Littleport Ward Councillor, she was aware of the high levels of deprivation in this Town as well, which also needed to be addressed.

Councillor Inskip urged the Conservative Group to go above and beyond policy requirements of 30% to provide people with desperately needed affordable homes.

Councillor Sharp highlighted that the Motion gave a commitment to deliver affordable housing above the statutory Planning requirements, but this had to be done in a responsible and costed manner in the best interests of both residents and this Council.

Councillor Sharp concurred with Councillor Harries comment that lack of communication and collaboration causes problems and hoped that the leadership of the two Political Groups could work together.

Councillor Downey commented that the discussions so far seemed to support the amendment and hoped that this would be borne out by the voting on this.

Councillor Dupré stated that since the Motion had been carried at the Annual Council meeting on 30 May, many local people had commended her for supporting the provision of more affordable housing. She thanked officers for the time spent by them to provide options to attempt to make the Motion deliverable. This amendment aimed to deliver far more ambitious affordable housing proposals for Phase 2 of the Scheme for the MOD site, with a meaningful proportion for rent.

Councillor Huffer reminded Members that they should be representing the people of the whole of the District and not just Ely. Also any proposals had to be financially viable and these were not.

Councillor Brown concurred that a fully costed plan was required rather than arbitrary figures.

Councillor Trapp commented that people outside of Ely also had been very supportive of the drive for more affordable housing.

Councillor Wilson referred to the fact that this development was under our own control and, with £500K potentially at our disposal, we could provide more affordable housing units. He commented that our own development company should do significantly better than a private developer.

Councillor Christine Whelan speaking as seconder of the amendment, highlighted that house prices locally had doubled in the last 10 years, so this meant that affordable housing was badly needed. The Rescission Motion did not include any figures for this in Phase 2, hence fixed targets were required.

Councillor Schumann highlighted that supporting the amendment would undermine the viability of the overall scheme.

Upon being put to the vote, the amendment was declared to be LOST, following the Chairman using her casting vote.

A third amendment then was moved by Councillor Cane and seconded by Councillor Dupré as follows:

‘The Council formally rescinds the Motion in relation to the MOD site, Ely, (Ref 30 May 2019, Agenda Item 11).

Furthermore, Council instructs the Chief Executive to bring forward proposals to increase the level of affordable Housing significantly above statutory Planning requirements for Phase 2 of the MOD site, Ely.’

In moving the amendment, Councillor Cane stated that she had noted from the debate that the Administration were unwilling to set a fixed figure for affordable housing in Phase 2. Therefore, in the spirit of compromise, she was submitting an amendment that merely ‘put down a marker’ to deliver significantly better than the minimum 30% requirement.

Councillor Harries commented that this issue did not just relate to Ely but to other parts of the District and that the Council should be aiming for maximum affordable housing levels there as well whenever schemes were brought forward.

Councillor Trapp concurred that the Council should have an aspiration to deliver significant levels of affordable housing as a principle.

In seconding the amendment, Councillor Dupré reiterated her commitment to more ambitious affordable housing targets for the MOD project.

Councillor Joshua Schumann expressed concern that the Liberal Democrat Group believed that this Administration should make commitments that could not be delivered. This authority could not operate on the basis of last minute amendments, but had to make considered, costed decisions that were deliverable, rather than vague promises.

Upon being put to the vote, the amendment was declared to be LOST, following the Chairman using her casting vote.

Council then returned to consideration of the Rescission Motion.

With regard to procedural matters, Councillor Inskip commented that an amendment can be submitted without notice at any time during the debate at a meeting, but he considered that Rescission Motions should be submitted in a timely manner, as close to the date that the decision was taken as possible. This Rescission Motion only had been received by Councillors on the Monday before this meeting. Councillor Inskip expressed concern that the ruling Group on the Council expressed a commitment to deliver affordable housing within the District, but did not support any of the amendments to achieve this. Therefore,

he could not support a Rescission Motion that did not provide for the level of affordable housing that local people desperately needed.

Councillor Cane also expressed concern that a proper notice period had not been given for the Rescission Motion. Councillor Cane also commented that an extraordinary Council meeting had been arranged relating to the Motion on the MOD site, whilst the July Planning Committee meeting had been cancelled due to a lack of substantive business. Councillor Cane queried why this was the case and asked if this had anything to do with the financial viability of the Trading Company, as indicated in the recently published Statement of Accounts, and the need for the MOD scheme to contribute towards improving its financial position.

Councillor Dupré questioned whether this Council was putting its own financial interests above the housing needs of local people. 130 affordable housing units should be delivered each year but this target had not been achieved in the past 12 years. In addition, a recent Regulatory Services Committee item to consider a Private Sector Housing Policy had to be deferred due to the lack of a quorum arising from the number of Councillors who had to declare interests as private sector landlords, requiring the Monitoring Officer to grant dispensations to allow consideration of the item at a subsequent meeting.

Councillor Downey also expressed great disappointment at the ruling Group voting against 3 amendments to provide higher levels of affordable housing.

Councillor Harries hoped that in future the two Political Groups could talk and build a better relationship with each other and avoid a purely political response. He also stated that the Liberal Democrat Group would be closely scrutinising the robustness of the Trading Company at the Finance and Assets Committee. Councillor Harries was critical of the decision by the Chairman of Council to use her casting vote 3 times during this meeting to vote down amendments and effectively reduce the amount of affordable housing that could be delivered for the people of Ely, particularly since she was an Ely Ward Councillor.

Councillor Sharp commented that this debate was 'going around in circles' and referred to the commitment given in the Rescission Motion that the Council would bring forward proposals to increase the level of affordable Housing above statutory Planning requirements for Phase 2 of the MOD site, Ely. The first amendment would have resulted in an additional cost of £4.7M to the local Council Taxpayer. As a Member of the Finance and Assets Committee, he commented that normal accounting practices had been followed regarding the Trading Company in the Statement of Accounts.

Councillor Huffer responded to Councillor Dupré's comment regarding the deferral of the Private Sector Housing Policy item at a recent meeting of the Regulatory Services Committee due to the lack of a quorum, by stating that Councillor Dupré had been due to attend the meeting to substitute for the

Liberal Democrat Member of the Committee who was unwell, but had failed to attend or to send apologies.

Councillor Hunt referred to the significant rise in Council Tax that resulted when the Liberal Democrats were last in control of the Council and commented that all administrations could make promises, but failure to deliver on these was not sound practice. This Council would be very rash to use the £500K contingency for the MOD scheme and ‘hope for the best’ that it would not be required. The Rescission Motion ensured that the project met prudent practices and still delivered affordable housing above the statutory Planning requirements. This Council already was delivering affordable housing for local people via Community Land Trusts (CLTs) and the Liberal Democrat amendments would jeopardise the MOD scheme and affordable housing to be delivered on that site. Councillor Hunt thanked officers for the time that they had spent to provide a range of options to attempt to facilitate the Motion from Annual Council on 30 May 2019. However, the majority of these would be ‘wild goose chases’ in terms of possible viability or support from the Combined Authority. The Liberal Democrat Group had criticised the 3 days notice given for the Rescission Motion, but their amendments had been received 3 minutes before the start of this Council meeting. Councillor Hunt urged Members to support the Rescission Motion which guaranteed the delivery of affordable housing units.

Councillor Joshua Schumann, in summing up, reiterated that an offer had been made to the Liberal Democrat leadership to discuss options for a ‘worked-up’ scheme to deliver a higher level of affordable housing, but no response had been received to this offer. Councillor Schumann also was critical of the level of personal attacks made by a particular Councillor on fellow Members this evening. He urged Members to support the Rescission Motion which would deliver a scheme to bring currently deserted properties back into use and deliver affordable homes for the benefit of local residents.

A recorded vote having been requested on the Rescission Motion, it was taken and declared to be CARRIED, with Members voting as follows:

For (13) Cllrs C Ambrose Smith, Bovingdon, Brown, Edwards, Every, Huffer, B Hunt, Dan Schumann, Joshua Schumann, Sharp, Starkey, Stubbs, Webber.

Against (13) Cllrs Austen, Cane, Charlesworth, Downey, Dupré, Harries, Inskip, Jones, Trapp, Trimarco, Alison Whelan, Christine Whelan, Wilson.

Abstention (0)

Carried on Chairman’s Casting Vote for Motion.

It was resolved:

1. That Council formally rescinds the Motion in relation to the MOD site, Ely, approved by Annual Council on 30 May 2019.
2. That the Chief Executive be instructed to bring forward proposals to increase the level of affordable housing above statutory Planning requirements for Phase 2 of the MOD site, Ely.

The meeting concluded at 9.05pm.

Chairman.....

Date 18 July 2019



EAST
CAMBRIDGESHIRE
DISTRICT COUNCIL

Minutes of the Meeting of East Cambridgeshire
District Council held in the Council Chamber, The
Grange, Nutholt Lane, Ely on Thursday 30 May
2019 at 6.00pm

P R E S E N T

Councillor Christine Ambrose Smith	Councillor Julia Huffer
Councillor David Ambrose Smith	Councillor Bill Hunt
Councillor Sue Austen	Councillor Mark Inskip
Councillor Anna Bailey	Councillor Alec Jones
Councillor Ian Bovingdon	Councillor Joshua Schumann
Councillor David Brown	Councillor Alan Sharp
Councillor Charlotte Cane	Councillor Lisa Stubbs
Councillor Victoria Charlesworth	Councillor Paola Trimarco
Councillor Matthew Downey	Councillor Jo Webber
Councillor Lorna Dupré	Councillor Alison Whelan
Councillor Lavinia Edwards	Councillor Christine Whelan
Councillor Simon Harries	Councillor Gareth Wilson

Approximately 6 members of the public/staff were in attendance at the meeting and the meeting was filmed by a member of the public.

Prior to the commencement of formal business, prayers were delivered by the Very Reverend Mark Bonney, Dean of Ely Cathedral.

1. **PUBLIC QUESTION TIME**

No public questions were submitted.

2. **ELECTION OF CHAIRMAN 2015/16**

It was resolved:

That Councillor Lis Every be elected to the office of Chairman of East Cambridgeshire District Council for the ensuing Municipal Year 2019/20.

3. **VOTE OF THANKS TO OUTGOING CHAIRMAN OF COUNCIL AND PRESENTATION OF PAST CHAIRMAN'S MEDALLION AND SCROLL**

In the absence of the new Chairman of Council, the Leader of the Council, Councillor Anna Bailey, stated that it was her great pleasure to give the vote of thanks to the outgoing Chairman, Peter Cresswell, who had retired as a Councillor at the May District Council elections. She referred to the fact that Peter was the only Councillor to serve two terms as Chairman of Council, as evidenced by the Board in the Council Chamber. In this role, he had championed the link between the Council and local businesses by organising Councillor visits to a varied range of key businesses and industries within the District, from horse racing studs to local agri-tech companies. Peter and his wife and consort Roslyn, would fill a page of Civic engagements for each Council Agenda, regarding this as an important way to raise the profile of the District. Councillor Bailey had fond memories of his Chairman's

Receptions hosted in various parts of the District at which he always acted as the best of hosts, greatly assisted by his background in the entertainment industry.

Peter had represented the Cheveley Ward from 2003, with a brief sabbatical, serving the people of this community diligently and setting a high standard of both public and Civic service.

Councillor Bailey expressed the thanks of the Council and best wishes for the future to both Peter and Roslyn and this was followed by a round of applause by those present at the meeting.

The Leader presented Peter Cresswell with a framed scroll containing a resolution of thanks to the outgoing Chairman of the Council, a past Chairman's badge and an East Cambridgeshire District Council pill pot emblazoned with the Council's crest.

Peter Cresswell then addressed the Council and thanked Councillor Bailey for the scroll and medallion and her kind words. He stated that it had been a privilege and honour to serve as Council Chairman again for the past two years.

When he returned to the Council in 2015, he had no aspiration to hold Civic office again, but circumstances determined otherwise. We all know that life is full of surprises. He commented that he was a traditionalist believing that Civic life was important. Acting as ambassador for the Council had been a great pleasure and he had the opportunity to meet countless local residents, engage with local organisations and visit local businesses. East Cambridgeshire has a great deal to offer.

He conveyed his thanks to a number of people: Members of the previous Council for their support; the officer team at The Grange; and particularly the Chairman's PA, Lynne Smart, who it had been a pleasure to work with.

Finally he thanked two ladies who were unable to be with us this evening. His Vice-Chairman, Councillor Lis Every, now Chairman of Council, for her support and friendship. Then someone who had always been at his side throughout his four years in the role, his wife and consort Roslyn, whose support had been constant throughout. She currently was on holiday in Canada with their daughter. However, he would like to place his appreciation to her on public record.

Peter Cresswell wished the Council well for the coming four years and commented that serving as a District Councillor was a big commitment. Major challenges lie ahead and he wished the Council future success. This was followed by another round of applause by those present at the meeting.

4. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Every, Daniel Schumann, Starkey and Trapp.

5. **DECLARATIONS OF INTEREST**

Declarations of Interests were made by the following Councillors as detailed in respect of Agenda Items:

11 – Councillor Bailey Prejudicial Interest as a Director of ECTC.

6. **MINUTES**

It was resolved:

That the Minutes of the Council meeting held on 11 April 2019 be confirmed as a correct record and signed by the Chairman.

7. **APPOINTMENT OF VICE-CHAIRMAN 2015/16**

Councillors Sue Austen and Alan Sharp were nominated for the office of Vice-Chairman. Following a secret ballot in accordance with Council Procedure Rule 9.2.1, Councillor Austen was duly elected.

It was resolved:

That Councillor Sue Austen be appointed as Vice-Chairman of East Cambridgeshire District Council for the municipal year 2019/20.

Vice-Chairman in the Chair

8. **ELECTION RESULTS**

The Council received a report, U1, detailing the East Cambridgeshire District Council election results and list of persons elected as District Councillors on 2 May 2019.

Councillor Hunt highlighted that he would like to be referred to as Councillor Bill Hunt rather than the more formal William Hunt.

It was resolved:

That the election results be noted and the newly elected Councillors congratulated.

9. **CHAIRMAN'S ANNOUNCEMENTS**

The Chief Executive read out the following announcements on behalf of the Chairman:

Clean Air Day - 20 June 2019

Clean Air Day is the UK's national air pollution campaign, engaging thousands of people at hundreds of events, and reaching millions more through the media. Clean Air Day is on 20 June 2019.

East Cambridgeshire will be encouraging staff and Members to contribute to Clean Air day by making a pledge and turning the pledge into action.

Examples:

- Give the car a day off
- Walk or cycle to work
- Not to idle the car engine

Environmental Health will be dropping off posters, leaflets and pledge bubbles to all the libraries in the district for them to display in the run-up to Clean Air Day on 20th June. Copies of the posters and pledge bubbles are

displayed in the Council Chamber tonight and a leaflet is tabled for all Councillors.

Co-ordinated by Global Action Plan, an environmental charity, Clean Air Day brings together communities, businesses, education and the health sector:

- To improve public understanding of air pollution, both indoors and outdoors.
- To build awareness of how air pollution affects our health.
- To explain some of the easy things we can all do to tackle air pollution, helping to protect the environment and our health too.

If you would like further information, please contact Liz Knox, Environmental Services Manager.

Committee Meetings following this Council meeting

Please can I remind Members to stay behind at the conclusion of this Council meeting, as there will be a series of 'mini' Committee meetings to elect the Chairman and Vice-Chairman, appoint Sub-Committees, etc.

10. **PETITIONS**

No petitions had been received.

11. **MOTIONS**

The following Motion was proposed by Councillor Dupré and seconded by Councillor Cane:

This Council:

1. welcomes the passage of Statutory Instrument 2019 No. 682 which came into force on 23 April 2019 and which permits accommodation provided by a private registered provider under an agreement with the Cambridgeshire and Peterborough Combined Authority to be let as social housing at an affordable rent;
2. acknowledges receipt of the letter dated 1 May 2019 from the Director of Housing & Development at the Cambridgeshire and Peterborough Combined Authority inviting the council to discuss schemes with the Combined Authority now that it is able to invest in new affordable homes across all tenures;
3. recognises the pressing need for affordable homes, including homes for rent, in East Cambridgeshire, and the fact that affordable house building completions in the district have fallen below 5 per cent in at least two recent years;
4. believes that in becoming a commercial property developer, the Council should aim to provide homes for those most in need even when the development is not new-build;

5. notes with concern the council's current proposals to provide only 15 affordable homes, none of them for rent, out of the 92 refurbished MOD homes in Ely;
6. resolves to revisit its proposals for the MOD scheme, and to put to the Combined Authority a scheme to increase the proportion of affordable homes on the site to at least 50 per cent, including a significant number of homes for affordable rent.

In proposing the Motion, Councillor Dupré stated that this issue had been the subject of discussion in this Council Chamber for some time and a commitment had been given by the former Leader of the Council at the last Council meeting and recorded in Minute 90 attached in this Agenda, to re-visit the affordable rented Housing element in the MOD Scheme once Government Policy on the issue changed. Now this change had occurred and the Combined Authority had the power to fund affordable rented Housing from the £100M programme, there was the chance to do this. This Council recognised the fall in affordable Housing provision within the District to below 5% in recent years. There was a requirement for the Council to provide Housing to those in need as well as act as a developer, but the MOD scheme currently included only 15 affordable houses. Councillor Dupré emphasised that she did not want the Council to abandon the scheme but to re-visit the proposals to seek to create more affordable housing units for rent on the site. Councillor Dupré thanked officers for the explanatory Briefing Note circulated to them on this issue. In response to this she stated that no assumption was being made as to the number of affordable Housing units to be provided such as the figure of 31 stated in the Briefing Note and Members would be willing to consider a lower figure, provided that a 'significant' number of affordable Housing units could be provided as part of the scheme. Councillor Dupré expressed a willingness to discuss this further with Officers and the Administration.

Councillor Bailey exercised her public speaking right, stating that the Motion placed the Business Case for the project at serious risk and as such could be regarded as a 'wrecking' Motion. The scheme was not solely being undertaken to make money but to bring back into use houses that had been left empty for many years. The MOD required full market value for the site and if it was acquired by a private developer there would be no affordable Housing provision requirement at all for the refurbishment of the existing properties. The Council would provide 15 shared ownership Housing units in phase 1 and look to improve on affordable Housing provision in phase 2 of the development. However, the conditions on the loan funding from the Combined Authority limited the scope of the Council without jeopardising the viability of the overall scheme. The current scheme would deliver 15 affordable Housing units at no cost to the Council Tax Payer and still provide a modest profit to cushion for unforeseen circumstances and to assist in the delivery of Council services in the future. The Combined Authority was highly unlikely to approve a higher level of contribution per unit to facilitate more affordable Housing units in phase 1 of the development, but the Council may be able to consider this as part of phase 2 of the development. Whilst the aims of the Motion in looking to provide more affordable Housing may be laudable, this was not the way to achieve it. The deadline for drawdown of the funding from the Combined Authority was 30 June 2019 and any delay could mean the MOD offering the site to private developers with no obligation to provide any affordable Housing. In addition, the Council already had incurred significant costs if the project failed. Therefore, Councillor Bailey asked the Liberal Democrat Group not to risk the project and vote against the Motion or abstain.

Councillor Bailey left the meeting for the remainder of this item and took no further part in the discussion and voting thereon.

Councillor Harries stated that this was not a 'wrecking' Motion as indicated by Councillor Bailey and that Members could not just take it on trust that the provision of further affordable Housing would be considered in the future.

Councillor Hunt commented that whilst he also would like to see 50% affordable Housing provision in the scheme, Members had to consider the facts of the sale by the MOD and loan from the Combined Authority. A private developer of the site would have no obligation to provide any affordable Housing at all, so the public could have 15 homes or 50% of nothing. This did not have to be taken on trust, as an officer Briefing Note had been provided showing the facts and figures. Any deviation would finish the deal.

Councillor Inskip referred to the 'can do' attitude of the Council but this was not being demonstrated at present. He did not believe that 15 affordable Housing units was the best that could be managed. Local people needed affordable homes and this was a key message whilst he was 'door knocking' at election time. Therefore, this Council should be examining what can be done in the light of the Government policy change and not just stating that nothing was possible. This Council should be able to do better than 15 affordable Housing units from 92. The Council should focus less on acting as a property developer and more on providing something positive for the local community.

Councillor Downey stated that he was probably the youngest Councillor present and it was the first time he had spoken in the Council Chamber. He wanted to act on the views expressed by local people on the doorstep and deliver on affordable Housing provision.

Councillor Schumann emphasised that the Briefing Note was an impartial factual summary of the position on the scheme from officers. The Motion would result in the Council being unable to proceed with the scheme. Therefore, he urged Members to defer the Motion and work with senior officers to find a way forward. The project allowed for a very modest profit margin compared to private developers and set a realistic contingency provision for unforeseen circumstances. The Council could develop the site with 15 affordable Housing units or a private developer with none.

Councillor Sharp expressed surprise and disappointment at the Motion and stated that the Council had demonstrated a 'can do' attitude over the past 4 years, delivering many projects that benefitted local people. As a Member of the Combined Authority Overview and Scrutiny Committee, he was aware of the conditions and thresholds required by the Combined Authority for funding affordable Housing schemes and those required to achieve the Motion would not be approved by the Combined Authority.

Councillor Cane stated that the Liberal Democrat Group had considered the Motion and officer Briefing Note very seriously. Sanctuary Housing Association had 710 applicants in high need of housing within this District. This was not a wrecking Motion and the Council could still purchase the site and drawdown the funding from the Combined Authority, whilst discussions took place with the Combined Authority on the possible delivery of more affordable Housing units in the light of the Government policy change. Councillor Cane outlined a scenario whereby 36 shared ownership units and 10 affordable rent units could be delivered, meaning that 46 local people could be in affordable Housing by Christmas.

Councillor Brown stated that the risk was too great to proceed in accordance with the Motion and requested a recorded vote on the issue.

Councillor Huffer referred to the fact that figures of 50% affordable Housing and other combinations had been raised as part of the debate this evening. Therefore, she urged Members to defer the Motion to the July meeting to find the best way forward. She commented that the Motion was like changing solicitors just before completing a house purchase, such last minute measures seriously jeopardised the scheme. She reiterated the fact that any private developer of the site would not be obliged provide any affordable Housing.

The meeting was adjourned at 6.56pm for a comfort break and re-convened at 7.01pm.

In summing-up, Councillor Dupré stated that a number of unsubstantiated claims had been made during the debate of what might occur. On a point of order, Councillor Schumann stated that these had been substantiated and evidenced in the officer Briefing Note.

Councillor Dupré continued by reiterating that this was not intended as a wrecking Motion. 130 affordable Housing units should be constructed within the District each year and this target had not been reached since 2007/08. This was not good enough. Deferral would defeat the Motion as the deal would be done. Councillor Dupré again referred to the statement made at the last Council meeting by the then Leader of the Council regarding affordable Housing provision for the MOD scheme and emphasised that she was asking for this undertaking to be met to deliver the maximum number of affordable Housing units in the light of the change in Government policy.

Following a recorded vote, the Motion was declared to be carried, with members voting as follows:

FOR: (12) Councillors: Austen, Cane, Charlesworth, Downey, Dupré, Harries, Inskip, Jones, Trimarco, Alison Whelan, Christine Whelan, Wilson.

AGAINST: (11) Councillors: Christine Ambrose-Smith, David Ambrose-Smith, Bovingdon, Brown, Edwards, Huffer, Hunt, Joshua Schumann, Sharp, Stubbs, Webber.

ABSTENTIONS: (0)

Councillor Bailey returned to the meeting at 7.08pm

12. **QUESTIONS FROM MEMBERS**

The following questions were received from Councillors and responded to as detailed:

Question from Councillor Charlotte Cane

Neighbourhood Plans

How many parishes in East Cambs have submitted the proposed neighbourhood areas to ECDC for designation? When were these designations agreed, and are there any submissions awaiting agreement?

Response from Director Commercial:

Eight Areas have been designated as 'Neighbourhood Areas'. The first was Sutton in January 2015, and the most recent was Isleham in February 2019. No submissions are currently under consideration. Full details of which areas are designated, and when, and whether a Neighbourhood Plan has subsequently been progressed are available on our website:

<https://www.eastcamb.gov.uk/local-development-framework/neighbourhood-planning>

However, a summary is given below:

Sutton Council	Parish	08 January 2015
Bottisham Council	Parish	12 February 2016
Witchford Council	Parish	26 August 2016; amended 06 February 2019
Fordham Council	Parish	21 December 2017
Cheveley Council	Parish	10 December 2018
Swaffham Parish Council	Bulbeck	07 January 2019
Reach Council	Parish	18 February 2019
Isleham Council	Parish	21 February 2019

Councillor Cane expressed her support for Neighbourhood Plans and asked how this Council was encouraging more Parish Councils to undertake these. Whilst not a point of clarification, the Chief Executive agreed to respond to this in writing and copy the response to all Councillors.

Question from Councillor Matthew Downey

Local Plan

What is the status of the current Local Plan? What plans are there for the development of a new up to date Local Plan?

Response from Director Commercial:

The current Local Plan for decision-making purposes is the April 2015 Local Plan. The previously emerging new Local Plan was withdrawn by Full Council in February 2019 and has no status. A decision to commence a new Local Plan is a matter for full Council to decide. A report setting out options on whether or not to commence a Local Plan will be submitted to full Council in due course and by no later than the April 2015 Local Plan becoming five years old, reflecting the Legal requirement for a review within 5 years.

Councillor Downey asked if there was any reason not to commence a new Local Plan, but this was ruled out of order as questions under Procedure Rule 13 had to be put and answered without discussion.

13. **LEADER AND DEPUTY LEADER OF COUNCIL, GROUP LEADERS AND DEPUTY GROUP LEADERS**

The Council received a report, U2, regarding details of the Leader and Deputy Leader of the Council, Political Groups, Group Leaders and Deputy Group Leaders for the forthcoming municipal year.

It was resolved:

That the details of the Leader and Deputy Leader of the Council; Political Groups; Group Leaders and Deputies for the forthcoming municipal year, as set out below, be noted:

Conservative

Cllr Anna Bailey (Leader)

Cllr Joshua Schumann (Deputy)

Liberal Democrat

Cllr Lorna Dupré (Leader)

Cllr Charlotte Cane (Deputy)

In accordance with Article 2.03(b), the declared Leader of the Council is Cllr Anna Bailey as Leader of the Conservative Group. In accordance with Article 2.03(c), the declared Deputy Leader of the Council is Cllr Joshua Schumann as Deputy Leader of the Conservative Group.

14. **POLITICAL PROPORTIONALITY**

The Council received a report, U3, which gave details of the political balance of the Council and the implications for the allocation of seats on Committees.

It was resolved:

That Council notes the details of the political balance of the Council as set out in Appendix 1 and approves the allocation of seats on Committees, Sub-Committees and other Member Bodies as set out in Appendix 2 to the submitted report.

15. **MEMBERSHIP OF COMMITTEES AND SUB-COMMITTEES (INCLUDING SUBSTITUTES) AND OTHER MEMBER BODIES 2015/16**

Council received a report, U4, for Members to consider the appointment of Members and Substitute Members to Committees, Sub-Committees and to other Member Bodies for 2019/20. An updated list of the Membership of the Committees, Sub-Committees and other Member bodies for 2019/20, Appendix 1 of the Officer's report, was tabled at the meeting.

Councillor Cane requested advice from the Monitoring Officer as to whether Councillor Bailey should be declaring an Interest in this item as a Director of the Council's Trading Companies. Councillor Bailey stated that she had taken advice from the Monitoring Officer on this issue and would be remaining and speaking on

the item. The Monitoring Officer confirmed that she had given advice to Councillor Bailey on the matter.

Councillor Brown moved the recommendations in the submitted report and this was seconded by Councillor J Schumann. Councillor Dupré then moved an amendment that was seconded by Councillor Cane, to delete recommendations 1, 2 and 3, as these issues had been agreed by Council only 1 month previously and did not need revisiting at this stage, but should be retained as agreed. Councillor Dupré believed that the new proposals would increase the potential for conflicts of interest for Councillor Directors of the Trading Companies.

Councillor Bailey expressed disappointment at the amendment, since she had discussed this matter with the Liberal Democrat Leader a week ago. She did not concur with Councillor Dupré's view regarding increasing the potential for conflicts of interest, but thought that the proposed revised arrangements would lessen this. The two companies had their own identities, delivery programmes and challenges and the proposals would better align the responsibilities of the Trading Companies to the relevant Policy Committees. In addition, it would also complement the existing Shareholder arrangements and widen the knowledge of the Companies' structure and operations to more Members to promote a greater level of expertise.

Councillor J Schumann endorsed Councillor Bailey's views and expressed the view that the proposals would increase the level of scrutiny and transparency relating to the companies rather than making them more closed and opaque, which may be the result of the amendment. The position could be reviewed in 6 months time, if this was not found to be the case.

Councillor Harries emphasised that this was not intended as a 'wrecking' amendment.

Councillor Sharp commented that the Shareholder arrangements had been evolving over time but were still comparatively new and developing.

Councillor Cane expressed concern that, under the proposals, Operational Services Committee would be performing both client and shareholder responsibilities, which was not a good division of roles and responsibilities. Therefore, the original arrangements should be adhered to for the time being. Councillor Inskip commented that it was the responsibility of the Opposition Group to hold the Administration to account and raise concerns regarding potential conflicts of interest.

Councillor Bailey, on a point of personal explanation, stated that the potential for conflicts of interest would be lessened by the Chairs of the opposite Policy Committee being a Director of the relevant Trading Company. Councillor Dupré queried the necessity for changing the agreed arrangements after only 6 weeks and stated that time should be taken before any review.

Upon being put to the vote, the amendment was lost due to a parity of votes and then the original motion was carried 12:0 with 12 abstentions.

It was resolved:

That Council:

1. Authorise the Chief Executive and the Monitoring Officer to make amendments to the Shareholder Agreement and terms of reference of

the appropriate Committees to facilitate the following changes, specifically:-

- that the Finance and Assets Committee undertake the 'shareholder' function for East Cambs Trading Company (ECTC);
 - that the Operational Services Committee undertake the 'shareholder' function for East Cambs Street Scene (ECSS).
2. Approves the appointment of Leader of Council and Chairman, Operational Services Committee to the ECTC Board of Directors.
 3. Approves the appointment of Deputy Leader of Council and Chairman, Finance & Assets Committee to the ECSS Board of Directors.
 4. Approves the appointment of three substitutes from each of the Conservative and Liberal Democrat Groups for the Licensing Committee.
 5. Approves the Membership of Committees, Sub-Committees and other Member Bodies for 2019/20 as set out in the revised Appendix 1 tabled at the meeting.

16. **CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY**

a. Appointments to Combined Authority

Council considered a report, U5, requesting the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2019/20. The Democratic Services Manager advised Council of the nominations she had received from the two Group Leaders to the various positions in accordance with the Proportionality calculations from the Combined Authority.

It was resolved:

1. That the following appointments be made to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2019/20:
 - (a) The Leader of Council Councillor Anna Bailey act as the Council's appointee to the Combined Authority and the Deputy Leader of the Council Councillor Joshua Schumann act as the substitute member;
 - (b) Councillor Alan Sharp with Councillor David Ambrose-Smith as substitute from the Conservative party and Councillor Lorna Dupré with Councillor Charlotte Cane as substitute from the Liberal Democrat Party be appointed to the Overview and Scrutiny Committee;
 - (c) Councillor David Brown from the Conservative party with Councillor David Ambrose-Smith as substitute Member be appointed to the Audit and Governance Committee.
2. That the Chief Executive be authorised to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and

Governance Committee, if the political balance is amended by the Combined Authority between now and the next Council meeting.

b. Combined Authority Update Report

Council received reports on the activities of the Combined Authority from the Council's appointees.

Councillor Hunt highlighted the investment and projects the Combined Authority was bringing to the area. This included £500K for the A10 Corridor, £400K from the Bus review and £100K for the Cambridge South Rail Station. This should be welcomed and applauded.

It was resolved:

That the reports on the activities of the Combined Authority from the Council's appointees be noted.

17. **SUTTON NEIGHBOURHOOD PLAN ADOPTION**

Council considered a report, U6, requesting the formal adoption of the Sutton Neighbourhood Plan following the successful Referendum on 2 May 2019.

Councillor Stubbs as a local Ward Councillor congratulated Sutton PC on the significant amount of work they had undertaken to get the Plan to adoption stage. This required a great amount of time and effort by volunteers from the community to complete the lengthy process required. The Steering Group established to achieve this had been led by a team of people who truly wanted to have a say in the future of the village. All of the consultation events held in the local community had been well attended and the feedback obtained from all of the consultation processes had been used to develop the content of the Plan. This now will effectively define where future development would take place and the nature of this development and the corresponding infrastructure. The proportion of CIL received by the village also would increase from 15% to 25% as a result of the adoption of the Plan. The fact that the Council had 3 years of deliverable Housing sites also meant that the village was protected against unwelcome developments. Councillor Stubbs stated that she was honoured to have been a member of the Steering Group and wholeheartedly supported the recommendation for adoption.

Councillor Inskip also expressed his pleasure to be able to speak in support of this item. He stated that it had been a long but rewarding journey and, whilst Sutton had been the first Parish to seek designation, they had been 'pipped to the post' by Fordham in being the first Parish within the District to formally adopt a Neighbourhood Plan. Councillor Inskip thanked all of the people involved in the development of the Plan and particularly the District Councillors who had contributed over the past 4 years. The Plan also had provided a valuable opportunity to find out what other improvements residents wanted within the village. These would be progressed further with the relevant authorities. Councillor Inskip encouraged other Parishes to undertake the Neighbourhood Planning process, and the District Council to provide as much support, guidance and advice as possible to promote this. The strategic Planning Officers were commended for their invaluable assistance. Councillor Inskip highlighted the 2/5ths turnout and 90.5% vote in favour of the Neighbourhood Plan.

Councillor Dupré also expressed her thanks for the Officer support provided and particularly to Ed Dade from the Strategic Planning Team. She acknowledged

the great community involvement in getting the Plan to this stage and encouraged other villages to do the same, highlighting the availability of support and funding to do so.

Councillor Huffer congratulated Sutton on completion of the process and encouraged the members of the Steering Group to share their knowledge and experience with other Parishes interested in or commencing the process, as Fordham had done.

It was resolved (unanimously):

That Council:

1. Congratulates Sutton Parish Council on its preparation of a Neighbourhood Plan and a successful referendum outcome, becoming the second parish council to do so in East Cambridgeshire.
2. Formally makes the Sutton Neighbourhood Plan (as attached at Appendix 1) part of the Development Plan for East Cambridgeshire with immediate effect.

The meeting concluded at 7.48pm.

Chairman.....

Date: 18 July 2019