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GUIDANCE FOR MEMBERS & OFFICERS WHO SERVE ON OUTSIDE BODIES

A guide to the law for members and officers who are appointed to represent Cambridgeshire County Council on another body.

September 2018
1. **INTRODUCTION**

1.1 The County Council appoints members and, less often, officers to serve on a wide range of organisations outside the council, including as directors of companies, trustees of charities, members of management committees and other roles on public bodies and voluntary organisations. These roles on outside bodies may give rise to occasional uncertainty about responsibilities and sometimes lead to conflicts of interest. For example, if an outside body comes into conflict with the Council and the member is a director or on the management committee of the outside body, it is likely that the member’s prime duty would be to the outside body in the conduct of the outside body’s affairs.

1.2 The purpose of this guidance is to summarise the legal position and responsibilities of members and officers who are appointed by the council to serve on outside bodies. It is not intended to be an exhaustive explanation of the law and if further advice is required, the Monitoring Officer should be contacted.

1.3 This guidance does not cover any situation where a member or officer who chooses to sit on an outside body in their own private capacity – in this case, they should ensure there is no conflict of interest with their position as a member or officer.

1.4 Members and officers may be appointed by the Council to be an “observer” or to undertake a monitoring role at an outside body, facilitating exchanges of views or information as an extension of their council duties but taking no part in the outside body’s management or governance other than to attend and vote at annual or general meetings, or simply to attend. In this type of role members and officers will be mainly concerned with representing the council and will not have responsibility for the governance of the body. Care should be taken to ensure such attendance is minuted/recorded each time to correctly reflect this.

2. **GENERAL**

2.1 Before accepting the directorship or trusteeship of an external organisation, the member or officer should consider how onerous the responsibilities are likely to be and should only accept the office if satisfied that they have the time and capacity to undertake them.

2.2 Consideration should also be given to whether there is likely to be any significant conflict of interest between the role as a director or trustee and their role as a member or officer. If such a conflict is likely to arise to a significant degree then the role should not be taken on.

2.3 The member or officer should also assess the risks of things going wrong which might raise the prospect of a personal liability. Matters to be taken into account include the nature of the functions of the outside body and the amount of money it holds or deals with. For example, some external companies handle considerable sums of money in the course of each year and have major functions. On the other hand, the risks associated with relatively small local charities are much less.
2.4 Members and officers who serve on outside bodies must exercise independent judgement in the interests of the organisation in which they are involved. Whilst it is recognised that they may have a commitment to representing the County Council on the outside organisation, they must also be aware that it is their responsibility to decide what view to take on any question before the organisation. Where a member or officer serves on the outside body in a representative capacity, this should be made clear to that body. There will be a fine line to tread between the duty to the outside body and to the County Council.

2.5 Ultimately the member or officer in acting as a Director or Trustee or member of a Management Committee of an outside body, must act in accordance with that body's interests, and not those of the Council or even the council taxpayers at large. A mandate from the Council to vote one way or the other would put the member or officer in breach of the duty to the organisation. It is permissible to take account of the County Council's wishes, but not to vote simply in accordance with them. The overriding duty in considering an item before the outside body is to vote in accordance with the interests of that organisation.

2.6 A member or officer serving on an outside body must also ensure that avoidable loss is not incurred in managing that body. Individual responsibility cannot be avoided by not reading the papers or failing to ask for appropriate reports. Professional advice should also be sought where appropriate.

2.7 If there is a major dispute between the County Council and the outside body then the Council's representative can be placed in an untenable position. In these circumstances, the appointee should take advice from either the Chief Executive, the Monitoring Officer or the relevant Chief Officer.

2.8 At the end of the day, it is possible that a representative on an outside body may find themselves unable to adequately carry out their responsibilities properly, both as a member or officer of the County Council and as a Director/Trustee/Committee Member of the outside body. That would be an exception, and should not deflect those appointed to outside bodies from being prepared to participate in the management and running of outside organisations.

2.9 Finally, it is recommended that:
(a) Upon being appointed to an outside body, appointees obtain essential documents such as the outside body's governing document and the latest annual report and accounts
(b) Clarify if there are any insurances or indemnities in place
(c) Ensure the organisation has sound financial practices and procedures – take an interest in the business plan and other financial reports
(d) Understand how decisions are made in the organisation including delegations of powers
(e) Appointees to outside bodies should take advice from the s151 Officer or the Monitoring Officer (as appropriate) if they have any financial or other concerns about the body to which they have been appointed.
3. COMPANY DIRECTORS

3.1 The management of a company is generally the responsibility of a board of directors and the powers of the directors are usually set out in the company’s Articles of Association (rules which govern the company’s internal management). Directors are those who are appointed by the company to act in that capacity.

3.2 Company Directors have the following duties:-

- **A fiduciary duty** to the company (not individual shareholders) to act honestly and in good faith and in the best interests of the company as a whole. This means taking proper care of the assets of the company.
- **A general duty of care and skill** to the company. This means that Directors must exercise a degree of skill as may reasonably be expected from someone with that individual's particular knowledge and experience. However, Directors are not deemed to be experts, but are expected to use due diligence and to obtain expert advice if necessary.
- Directors must **exercise independent judgement**, although they may take account of the interests of any third party whom they represent. This may well require interests to be declared (see below). However, Directors cannot vote simply in accordance with the Council's mandate.
- Directors are not allowed to make a profit from their position. They must therefore disclose any interests they or their family may have in relation to the company's contracts. Whether they are then allowed to vote will depend on the company's Articles of Association.
- Directors must **ensure compliance with the Companies Act** in relation to the keeping of accounts and making of returns to the Registrar of Companies and the information to be shown on stationery.
- There is a **duty to have regard to the interests of the company's employees**, particularly, for example, in respect of health and safety.
- Directors also have a range of **accounting and financial responsibilities**, including the preparation of accounts for each financial year, ensuring accounting records are maintained sufficiently to demonstrate the company's day to day transactions, approving the annual accounts and laying them before a general meeting and ensuring that annual accounts and reports are sent to shareholders and anyone else entitled to receive them.

3.3 Individual Directors can also be liable in certain circumstances, including the following:-

- A company can only act within the scope set out in its Memorandum of Association, and those Directors who knowingly cause the company to act beyond these activities will be liable personally.
- Directors may also be liable for breach of trust, if they misapply the money or property of the company. Directors may also be liable if they fail to take action to prevent the breach of a Co-Director of which they are aware.
- In the event of a failure to act in accordance with the best interests of the company, or if Directors use their powers improperly or make a personal profit from their position as a Director, then they may be personally liable for loss to the company and may be required to give to the company the personal profit made.
• If the level of skill and care shown by a Director falls below that which could reasonably be expected and the company suffers loss, the Director will be liable for the loss incurred. However, if it believes the Director acted honestly and reasonably, a Court may excuse the Director from this liability.

• If a Director knows or ought to know that there is no reasonable prospect of the company avoiding liquidation, the Court may require the Director to contribute to the company's assets on liquidation if the company continues to trade. This is known as wrongful trading. No such order will be made if the Court is satisfied that the Director took all reasonable steps to minimise the loss to the creditors.

• Directors will also be liable if to their knowledge the company carried on business with intent to defraud creditors or any other person, or for any other fraudulent purpose.

• Where a company fails to pay National Insurance contributions and this is due to fraud or neglect on the part of any director(s) of the company, they may be held personally responsible for the outstanding contributions.

3.4 Finally, information (apart from confidential information) must be given to other councillors about their activities as required by the local authority.

4. **CHARITY TRUSTEES**

4.1 Trustees of a charity are responsible for the control and administration of a charity and retain personal liability. Trustees must acquaint themselves with the terms of the Trust. In the case of a charity which is also a company, these terms will be found in the Memorandum and Articles of Association. Other Trusts will be found in the document under which the charity was established, such as a will or deed of gift or constitution.

4.2 **Charity Trustees** have the following duties:-

• Trustees must act in accordance with the terms of the Trust.

• The property of the charity must be used for the purposes for which the charity was set up. It must also be applied fairly between those properly entitled to benefit from it.

• Trustees have a duty to exercise such care and skill as is reasonable in the circumstances having particular regard to any special knowledge or experience that they have or holds themselves out as having. In addition, where a Trustee acts in the course of a business or profession, particular regard must be had to any special knowledge or experience which it is reasonable to expect of a person acting in the course of that kind of business or profession.

• Trustees must always act in the interests of the charity and of its beneficiaries or potential beneficiaries and without regard to their own private interests. This means that Charity Trustees must not put themselves in a position where their interests and duties conflict.

• The work must generally be unpaid. Trustees may be paid for their expenses from the charity's income and, very occasionally, the Charity Commission may allow wider remuneration where this is in the interests of the charity.
Trustees cannot benefit either directly or indirectly from the charity.

They must act reasonably and prudently in all matters relating to the charity and must always bear in mind the interests of the charity. They should manage the charity as carefully as if they were running their own business. Although they may delegate certain of their functions under the Trustee Act 2000 and also under any powers in the trust document, they remain legally responsible and must supervise and control the work of officers.

Trustees must act in accordance with all relevant legislation.

They have a duty to provide information to the Charity Commissioners. Most charities (except small ones with an annual income under £1000 a year) are required to register under the charities legislation. The Charity Commissioners rely on this information when making a decision about a charity, so it is very important that it is accurate. It is an offence to give the Charity Commissioners false or misleading information, or to alter, conceal or destroy charity documents which may be required by the Commissioners.

All registered charities are subject to a number of accounting and reporting requirements, depending on their income and expenditure. These involve maintaining proper accounts, preparing the annual statement of accounts and an annual report and in some cases submitting them to the Charity Commission; and where the charity's gross income and total expenditure exceeds £10,000, making an annual report to the Charity Commission. Charity trustees are under a duty to ensure that these accounting and reporting requirements are carried out and to approve the annual report and accounts.

The accounts of registered charities with a gross income or total expenditure exceeding £10,000 must, at the option of the trustees, be either audited or independently examined. In addition, if either income or expenditure has been more than £250,000 in either of the previous two financial years then accounts must be audited by a registered auditor.

Retaining accounting records and statements of account for at least 6 years.

5. MANAGEMENT COMMITTEES

5.1 Groups which are not charitable trusts or limited companies are "unincorporated associations" and have no separate legal identity from their members. The rules governing the members' duties and liabilities will be set out in a constitution, which is simply an agreement between the members as to how the organisation will operate. Usually the constitution will provide for a management committee to be responsible for the everyday running of the organisation. An unincorporated organisation may be charitable and registerable as a charity.

5.2 Broadly, management committee members must act within the terms of the constitution, and must take reasonable care in exercising their powers.

5.3 Generally, members of management committees are liable for the acts of the organisation, but are entitled to an indemnity from the funds of the organisation if they have acted properly. If there are not enough funds, the committee members are personally liable for the shortfall. If one person is appointed by the constitution to act as the agent of the organisation for certain purposes, then that person acts as the agent of all the members, who have joint liability for the agent's actions. Members of the management committee will have a personal liability if they act outside the authority given them or if they do not comply with the law.
5.4 Exceptions apply to certain consultative/advisory bodies such as EELGA & LGA where the representative will normally be expected to act in the Council’s interests.

6. REGULATED COMPANIES

6.1 A company that is influenced by the Council (20% shareholding or more) or controlled by the Council (50% shareholding or more) will be a regulated company under the Local Authorities (Companies) Order 1995. This piece of legislation has a number of restrictions for members that sit on the board of regulated local authority companies, referring to them as “regulated directors”.

6.2 These restrictions include:
- The maximum amount of remuneration is the greatest amount which would be payable by the Council in respect of a comparable duty performed on behalf of the Council, less any amount paid by the Council to the regulated director for duties to the Company;
- The maximum amount of travelling or subsistence allowance which would be payable to that director by the Council of which he is a member if the relevant duty were an approved duty for the purposes of s174 of the Local Government Act 1972;
- When a regulated director becomes disqualified for membership of the Council, he/she must be removed as a director of the regulated company.

6.3 Where members sit on the board of an influenced or regulated company there will be an inherent conflict of interest in their roles as the Companies Act 2006 requires Directors to consider the best interests of the company and not the shareholders. However due to the restrictions on the remuneration and expenses of members in relation to such companies members are unlikely to have a disclosable pecuniary interest. Members should nonetheless declare their conflict of interest at Council meetings and avoid voting on or taking Council decisions in relation to such companies.

7. OTHER PUBLIC BODIES

7.1 There are bodies created by an Act of Parliament to carry out particular functions and whose constitution is set out in the legislation relating to that specific body. Examples include the Broads Authority, Internal Drainage Boards and school governing bodies.

7.2 The powers of the members of the body and duties and liabilities of those members individually and collectively depend upon the wording of the legislation in question. In general terms, however, the position of a member is similar to that of a councillor. It is therefore wise for a member of any of these bodies to obtain information for themselves from that body on its powers and duties, its Standing Orders and other procedures which they must follow and financial or other regulations which govern the conduct of its business.

7.3 In addition, conflicts of interest can occasionally arise for such appointees. In this respect, the general provisions described in Section 2 above will apply.
Finally, there is the developing area of partnerships and partnership boards. Generally, these are not legal entities in their own right and members are appointed purely to represent the County Council. In these circumstances the specific duties referred to above will not therefore tend to apply nor will there be a potential for a conflict of interest. On the other hand, the position may well be different if a separate legal entity is formed as part of the partnership working.

8. **DECLARATION OF INTERESTS**

8.1 If you have a Disclosable Pecuniary Interest in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter. In many cases (but not all) cases a Member will not have a Disclosable Pecuniary Interest (and therefore need not make any declaration)) if the matter relates to an outside body to which the County Council have appointed the Member as its representative.

8.2 Members do however need to pay particular attention to whether a body on which they have a beneficial interest (which includes a body corporate of which they are a director – NB. “director” includes being a member of the committee of management of an industrial and provident society) has or is likely to have a contractual relationship with the council (NB. which includes grant agreements). If this is the case then this is a specific disclosable pecuniary interest under the Localism Act 2011 as set out in the council’s code of conduct and it need to be declared as such and the member must not take part in any decision making.

8.3 If you do not have a Disclosable Pecuniary Interest you may nevertheless have a “non-statutory disclosable interest” in a matter to be discussed if it affects:

- your well-being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter, unless the interest is “one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest” (s.10.2(b) of the council’s code of conduct sets out what action should be taken). Please seek the advice of the council’s Monitoring Officer if unsure about what needs to be declared in order to help avoid the appearance of bias.

8.4 When members discuss at Council meetings matters relating to an outside body on which they serve, they may take account of that outside body’s interest. However, they must not vote simply in accordance with the mandate of that outside body. In short, the primary consideration is the public interest.

8.5 Officers should have regard to the Officer’s Code of Conduct and discuss all potential conflicts of interest with their line manager, seeking advice from the council’s Monitoring Officer where appropriate. Written file notes should be made and kept of all advice given and action taken.
9. INDEMNITIES

9.1 An outside body can provide indemnities for its members as follows:

a) Companies can now give their Directors indemnities. However, such indemnities cannot cover:
   (i) the Director's liability to the company itself or to other companies within the same group;
   (ii) fines imposed on a Director in criminal proceedings or in respect of a sum payable to a Regulatory Authority by way of penalty for non-compliance with any requirement of a regulatory nature; or
   (iii) Liabilities incurred by a Director in defending criminal proceedings where convicted, or in defending any civil proceedings brought by the company, or an associated company in which judgement is made against such Director.

b) With regard to Charitable Trusts, an indemnity can be given from the Trust Fund provided the Trustee has acted properly and within their powers. Trustees may take out insurance to protect themselves against personal liability, but not for criminal acts, fraud etc. There will be no problem if the Trustees themselves pay the premiums but if they are paid out of the Charitable Funds the Trustees will need to consent to the Charity Commission unless the Trust Deed specifically allows it.

c) With regard to Management Committees, members will be entitled to an indemnity if they act in accordance with the Constitution and are not at fault. It is also possible to obtain insurance but if the organisation is to pay the premium it must be permitted by the Constitution.

10. RELATED ISSUES

a) Occasionally, the County Council will be represented on outside bodies by third parties, rather than members or officers. This guidance applies in principle to these representatives, although some parts of it will necessarily not apply.

b) From time to time, officers are, as a result of their position with the County Council, appointed to serve on an outside body by the body itself, rather than by the County Council. Examples include serving on the managing body of a professional association or appointment to a national body as a local authority representative. Again, most of the principles contained in this guidance will apply to that situation, depending on the nature of the outside body.

c) Finally, officers may from time to time be asked to serve in their private capacity on outside bodies funded by the Council. This can often give rise to a conflict of interest for the officer, particularly in the situation where the officer is employed within the funding department. In these circumstances, the County Council takes the view that there will be circumstances where an officer should not serve on the outside body because of the potential for a conflict of interest.

11. FURTHER INFORMATION

If you require any further information about the issues raised in this Guidance Note please contact the Council’s Monitoring Officer.
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<td>- Audit and Governance Committee</td>
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<td>Councillor Connor</td>
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Background

Comprised of Cambridge City Council, Cambridgeshire County Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council and South Cambridgeshire District Council, the Combined Authority is the product of a devolution deal made with the government in 2016. Key ambitions for the Combined Authority include:

- doubling the size of the local economy;
- accelerating house building rates to meet local and UK need;
- delivering outstanding and much needed connectivity in terms of transport and digital links;
- providing the UK’s most technically skilled workforce;
- transforming public service delivery to be much more seamless and responsive to local need;
- growing international recognition for our knowledge based economy; and
- improving the quality of life by tackling areas suffering from deprivation.

Information

No. of representatives: 1
Meetings per annum: 11
Approved by: Council
Guidance Classification: Other Public Body
Representative for 2018/19: Councillor S Count (Con)
Councillor R Hickford (Con) (sub)

Report by Representative

Reports are presented at each Full Council meeting, where Members also have the opportunity to put questions to the Council's representative.
**CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY**  
**AUDIT AND GOVERNANCE COMMITTEE**

### Background

The Audit and Governance Committee's role is to review the Combined Authority's financial affairs, internal control, corporate governance arrangements and risk management.

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Representative for 2018/19:  
Councillor N Harrison (LD)  
*Councillor G Wilson (LD) (sub)*

### Report by Representative

Reports are presented at Full Council meetings.
The role of the Overview and Scrutiny Committee is to scrutinise decisions by the Combined Authority or the Mayor.

No. of representatives: 2
Meetings per annum: 11
Approved by: Council
Guidance Classification: Other Public Body

Representatives for 2018/19:
- Councillor D Connor (Con)
- Councillor L Nethsingha (LD)
- Councillor D Jenkins (LD) (sub)
- Councillor L Nieto (Con) (sub)

Reports are presented at each Full Council meeting, where Members also have the opportunity to put questions to the Council's representatives.
Background

The Fire Authority is the governing body responsible for delivering a fire and rescue service to Cambridgeshire and Peterborough. It was established in 1998 when Peterborough City became a unitary authority.

The main responsibilities of the Fire Authority are set out in the Fire and Rescue Services Act 2004 and include promoting fire safety, protecting life and property from fires and rescuing people from road traffic collisions.

The Fire Authority makes decisions about how the local fire and rescue service operates and reviews performance and policies. It also sets the budget each year and decides the corporate priorities.

Information

No. of representatives: 13
Meetings per annum: 3
Approved by: Council
Guidance Classification: Other Public Body

Representatives for 2018/19:
- Councillor S Bywater (Con)
- Councillor I Gardener (Con)
- Councillor D Giles (Ind)
- Councillor J Gowing (Con)
- Councillor L Harford (Con)
- Councillor S Kindersley (LD)
- Councillor M McGuire (Con)
- Councillor L Nethsingha (LD)
- Councillor K Reynolds (Con)
- Councillor T Rogers (Con)
- Councillor J Scutt (Lab)
- Councillor M Shellens (LD)
- Councillor M Smith (Con)

Report by Representative

Reports are presented at the March and October Full Council meetings, where Members also have the opportunity to put questions to the Council’s representatives.
## COUNTY COUNCILS’ NETWORK COUNCIL

### Background

The County Councils Network is a cross-party special interest group of the Local Government Association, representing England’s county local authorities. Over the past few years, CCN has grown into an influential organisation, both nationally and within Parliament, with its reports and advocacy influencing debates on the future of local services, with its work securing concessions from national governments. Its small team is based in Westminster.

### Information

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Representatives for 2018/19:
- Councillor S Count (Con)
- Councillor R Hickford (Con)
- Councillor L Nethsingha (LD)
- Councillor J Whitehead (Lab)

### Report by Representative

**Councillor Count**

This body is comprised of County as well as Unitary authorities. It is presently financed by the LGA. The LGA also has a district council network. Incredibly useful for networking and discussing matters with authorities with similar issues. However we are the only one in the room that has a Mayoral Combined authority. Anecdotally I can tell you that the amount of extra funding we (the area) repeatedly win over our base line is the envy of the room.

Most meetings have a ministerial presentation with Q & A included. I almost always speak, in order to increase the profile of Cambridgeshire in their mind and to lobby on any subject, particularly fairer funding. CCN, provides much of the empirical base, documents and media campaigns to assist with our calls for fairer funding.

One issue for the LGA is that when Districts and Counties disagree they do not take sides. The CCN have advocated that an evidence informed approach to take a position (tier splits would be a good example) is what is necessary. The reluctance of the LGA to address these issues, probably driven by the fear of upsetting many members, has led to some counties considering abandoning the LGA and pursuing a standalone CCN. I have also voiced my fear that the LGA has allowed too loud a representative voice on the fairer funding formula work group compared to County input.

**Councillor Nethsingha**

I know there is good work being done by them, I just have not been closely involved and did not attend their conference this year. I would not want us to stop being involved with them.
EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION

Background

The East of England LGA is a politically-led, cross party organisation which works on behalf of the 50 local councils in the East of England. We aspire to be:

- A provider of innovative solutions to partners; delivering projects and services around key issues such as integration, commercialisation and organisational review.
- A highly respected and influential advocate for our members; promoting their leadership of their locality, as well as fighting for them to get the resources, powers and freedoms necessary to perform that role successfully.
- A catalyst for collaborative working; bringing together groups of councils to harness their collective strength and knowledge.
- An invaluable resource of specialist expertise and capacity; providing advice and support to councils on key issues.

Information

No. of representatives: 1
Meetings per annum: 1 minimum
Approved by: Council
Guidance Classification: Unincorporated Association

Representative for 2018/19: Councillor S Count (Con)

Report by Representative

Councillor Count

This is a geographic sub group of the body below (Local Government Association). Very much built in the same way it is useful but in a more restricted geographical area.
**Background**

The Greater Cambridge Partnership works together to grow and share prosperity and improve quality of life for the people of Greater Cambridge, now and in the future, through multi-million pound improvements in vital infrastructure.

It is led by a decision-making Executive Board which coordinates the overall strategic vision and drives forward the partnership’s programme of work. It is run in accordance with a clear governance structure, agreed by all partners.

**Information**

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Representative for 2018/19: Councillor I Bates (Con)  
*Councillor R Hickford (Con) (sub)*

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**Report by Representative**

**Councillor Bates**

As I am sure many of you appreciate I serve as one of the three members on this group representing Cambridgeshire County Council. The other two members are from Cambridge City and South Cambridgeshire District Council (three votes, one each). The other two members of the board are businesses and universities. I have the portfolio for Transport which GCP has a strategic input to, including skills, housing, finance. There is a website which is fully up to date with events.
Background

The Greater Cambridge Partnership works together to grow and share prosperity and improve quality of life for the people of Greater Cambridge, now and in the future, through multi-million pound improvements in vital infrastructure.

The Joint Assembly provides advice to the Executive Board, drawing on the broad expertise of its 15 members, who are three elected councillors from each of the three councils in the Greater Cambridge area. The other City Deal partners each nominate three representatives, as stakeholders from a range of organisations within the fields of business and academia.

Information

| No. of representatives: 3 | Meetings per annum: Quarterly |
| Approved by: Council | Guidance Classification: Other Public Body |

Representatives for 2018/19:
- Councillor N Kavanagh (Lab)
- Councillor J Williams (LD)
- Councillor T Wotherspoon (Con)

Report by Representative

Councillor Kavanagh

Imperative to continue to have County representation on the GCP Joint Assembly as the challenges to transform public transport, reduce congestion and improve air quality increase. Important that GCP initiatives continue to burgeon and are complemented, not conflicted with, by new transport strategies emerging from the nascent Combined Authority. Residents continue to make representations for their communities at the Assembly meetings as well as lobbying through the LLFs (Local Liaison Forums). Although not a decision-making body the Assembly functions well as a forum for views on project proposals and as a conduit for recommendations to be communicated to the GCP Executive. As the County Council cross party Cycle Champion my presence on the Assembly ensures the needs of cyclists are not neglected.

Councillor Williams

The Greater Cambridge Partnership is facing a number of challenges, the requirement to demonstrate the delivery of the City Deal in order to receive the next tranche of Government money, its relationship with the Mayor and the Combined Authority and the extraordinary economic growth in the Greater Cambridge sub-region which is putting pressure on housing, transport and other infrastructure. Helping to manage the adverse effects of this growth to ensure the sub-region continues to be a good place to live and work in, with new communities and transport infrastructure whilst protecting the amenities and lifestyle of our established communities, requires local knowledge and influence which I can bring to the Assembly and its working groups.
Councillor Wotherspoon
I was elected Chairman for the 2019-2020 municipal year. GCP is the name taken by the City Deal signed in 2014 by Greg Clark and representatives of the County Council, South Cambridgeshire District Council, Cambridge City Council, Cambridge University and the Greater Cambridge Greater Peterborough Enterprise Partnership. The government offered funding of £500m, intended to be matched locally, in three tranches, the first of £100m, the second and third of £200m and subject to five-year gateway reviews, of which the first is coming up at the end of 2019. Decisions are taken by the Executive Board, whose voting members on spending are Lewis Herbert, Leader of Cambridge City Council, Aidan van de Weyer, Deputy Leader of South Cambridgeshire District Council, and Ian Bates for the County Council. There is also a university and a business representative. The Joint Assembly meets three weeks beforehand, for a wide-ranging discussion of matters coming up for decision, and brings together three members each from the constituent councils, as well as three representatives of universities and colleges and three representatives from businesses.
Background

A politically-led, cross-party organisation that works on behalf of councils to ensure local government has a strong, credible voice with national government. We aim to influence and set the political agenda on the issues that matter to councils so they are able to deliver local solutions to national problems.

Information

No. of representatives: 4
Meetings per annum: 3-4
Approved by: Council
Guidance Classification: Unincorporated Association

Representatives for 2018/19:
- Councillor S Count (Con)
- Councillor R Hickford (Con)
- Councillor L Nethsingha (LD)
- Councillor J Whitehead (Lab)

Report by Representative

Councillor Nethsingha

I sit on the LGA in various roles, so this report is in part a response to my County Council position, and in part from my other role as a Deputy Chair of the Children and Young People’s Board on the LGA. The LGA has continued to lobby government on a wide range of issues, and also to provide support to councils in Cambridgeshire this year. Because I know most about the work of the Children and Young People’s Board most of this report will cover that aspect, but there is work of equal depth and value going on across the LGA.

Following on from the successful lobbying from the LGA on the crisis in Adult Social Care, there has been a great deal of work done in the past year to try to raise awareness of the crisis in Children’s Social Care, and the increasing gap between the money councils have to spend and the statutory requirements they have to meet. The CYP board commissioned work last year looking at variation in spending on Children, and Children’s Social Care in particular, because the government was asking why there were wide variations in spend across different areas. The government’s argument has been that if some councils can provide “good” (as classified by OFSTED) care for much less why can’t all councils.

The research done by the LGA demonstrated the major reasons for the variety in spend, particularly focusing on the fact that deprived areas have higher costs as they have more children in need, and that councils classify their costs differently, so a major factor in variation in cost was how much of the central cost of the council was allocated to CYP. They also did some detailed work on the size of the gap in funding across the sector, which has been estimated at £3.2 billion.

Work has been commissioned this year looking into the SEND funding gap, which is also widening across all councils and becoming an increasing worry. There has been a very good analysis on the causes for the increase in SEND spending, some of which is due to changes in the way schools are funded and managed, with academisation of the school system meaning more and more SEND children are being encouraged out of
mainstream school and into more expensive specialist placements. There is also continuing concern at the high numbers of children being "off-rolled" and also looking at the reasons for the increase in home schooling.

I have also been the LGA rep on the Adoption and Special Guardianship Board, which has been particularly focusing on special guardianship this year, with a strong recognition that there is not enough support for those, often family members, who take on guardianship of children. There is usually far less support available for these families than there is for adoptive parents, even though they may in fact be operating in even more complex circumstances, with birth parents still very much around, and consequent tensions.

There is also continuing concern that there are falling numbers of adopters, while the number of children needing placements is growing, however the picture on this looks a little less bleak than last year.

Councillor Count

This body has a fee paying membership available to Local Government bodies. I attend regularly. Meetings cover a wide range of material. Much of it is information flowing to and from Government. Whilst the meetings I attend are about information and occasional lobbying, I see the role of the LGA as very much the reverse. I believe its primary function and success it co-ordinate the voice of Local Government and use that to influence Governments policies. This it achieves with varying amounts of success, however if it was not in place I believe matters would be far worse.

It is a sizeable body with various committees one of which I sit on, the Improvement and Innovation Board. This covers training for councillors amongst other items and measurements of diversity and inclusion as well as effectiveness of targeted work in these areas. There are also spokes covering various service delivery areas and these are called on when the media tries to hear one voice for Local Government.

Apart from active participation at meetings, this is an effective meeting place for networking and informal lobbying. Alongside the CCN I have spent an inordinate amount of time using those bodies to lobby for and examine reports on the fairer funding formula.

This forum also allows CCC to participate in research and development of innovative practice in conjunction with county councils across the country. In addition to the other benefits gained from the membership of the LGA, CCC regularly engages with campaigns led by the LGA.

CCC will be taking part in the third wave of the LGA Social Care digital innovation programme, starting in April 2019 and running for two years. CCC will explore the use of technology in transitions, enhancing the independence of those with learning disabilities in the community during their transition to adult social care.
**A428/A421 ALLIANCE**

**Background**

- To act as a lobby group of key partners from County and District Councils as well as MPs and Local Enterprise Partnerships along the length of the corridor.
- To build a compelling case for improvements to the route to support economic growth, locally and nationally.
- To work with Highways England to develop a comprehensive improvement package and associated investment plan.

**Information**

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Representatives for 2018/19:
- Councillor I Bates (Con)
- Councillor D Wells (Con)
- Councillor J Wisson (Con)
- Councillor D Giles (Ind) (sub)
- Councillor S Taylor (Ind) (sub)

**Report by Representative**

**Councillor Bates**

This group has not met recently and is chaired by the MP for Huntingdon. But as I am sure members are aware Highways England (HE) have announced the new route from Black Cat roundabout (A1) to Caxton Gibbert. My involvement has been lobbying HE to announce the proposed route.

**Councillor Wells**

I have not had any contact with A428/A421 Alliance.
A47 ALLIANCE STEERING GROUP

Background
To act as a special interest group to support the strategic case for improvements on the A47 corridor between the port at Great Yarmouth and the A1.

The A47 Alliance shall support the transport authorities along the route, the New Anglia Local Enterprise Partnership (LEP) and the Greater Cambridge Greater Peterborough LEP.

Information
No. of representatives: 1
Meetings per annum: 2
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body representative
Representative for 2018/19: Councillor I Bates (Con)

Report by Representative
Councillor Bates
Both this Group and the ‘A47 Corridor Feasibility Study’ are one of the same.
This has been an active group for many years and this road is from Gt Yarmouth to Peterborough, the majority of the road is in Norfolk. Norfolk County Council has led on this project and my involvement has been in respect of Guyhirn Roundabout. From a strategic point I have actively promoted this corridor. Cambridgeshire and Peterborough Combined Authority are now taking an active participation in this road.
A47 CORRIDOR FEASIBILITY STUDY
STAKEHOLDER REFERENCE GROUP MEETING

Background

The role of the Group is to ensure that stakeholders’ views are captured and considered during the Department for Transport’s study process, particularly at key points in its work and during the development of the study’s key outputs.

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<td>Representative for 2018/19:</td>
<td>Councillor I Bates (Con)</td>
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Report by Representative

Councillor Bates

Both this Group and the ‘A47 Alliance Steering Group’ are one of the same. This has been an active group for many years and this road is from Gt Yarmouth to Peterborough, the majority of the road is in Norfolk. Norfolk County Council has led on this project and my involvement has been in respect of Guyhirn Roundabout. From a strategic point I have actively promoted this corridor. Cambridgeshire and Peterborough Combined Authority are now taking an active participation in this road.
The Regional Flood and Coastal Committee is a body through which the Environment Agency carries out its work on flood risk management and is responsible for:

- maintaining or improving any watercourses which are designated as main rivers;
- maintaining or improving any tidal defences;
- installing and operating flood warning systems;
- controlling actions by riparian owners and occupiers which might interfere with the free flow of watercourses; and
- supervising Internal Drainage Boards.

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<tr>
<td>Representatives for 2018/19: Councillor M Smith (Con) Councillor T Wotherspoon (Con)</td>
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**Report by Representative**

**Councillor Smith**

This is a very valuable committee to the County Council and Residents. Drainage is very important to a lot of residents, and it is only right that the County Council is involved with this Committee. We do have meetings at different locations, which also helps us to gain a better understanding of the drainage issues that affect the County as a whole. The County does make a contribution, but this unlocks more funding for us and so enables the County to carry our more drainage alleviation schemes, which in turn helps make it easier for residents.

**Councillor Wotherspoon**

Cambridgeshire is the largest county in the Great Ouse catchment, so at the moment we send two representatives to this committee, one of several around the country hosted by the Environment Agency charged with bringing together Risk Management Authorities responsible for maintaining flood defence assets from source to sea. Aspects of climate change, especially (and perhaps ironically) the impacts of drought, crop up regularly, as does taking forward the 25-year Environment Plan published by Defra last year. Recently we have been focusing on the flood risk management implications, particularly the opportunities, of the road and rail schemes in the OxCam corridor, about which a conference was held at Milton Keynes mid-March.
**Background**

See description for Anglian (Central) Regional Flood and Coastal Committee.

Cambridgeshire shares a seat on this Committee with Peterborough City Council and Rutland County Council. Cambridgeshire County Council currently attends these meetings as an observer only – as stated it’s a shared seat and voting rights for the year 1 April 2017 – 31 March 2018 are held by the Peterborough City Council Member. The RFCC however encourages all members (whether they are able to vote or not) to attend all Committee meetings.

**Information**

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<tr>
<td>Representative for 2018/19:</td>
<td>Councillor D Connor (Con)</td>
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BARRINGTON CEMENT WORKS AND QUARRY LIAISON GROUP

Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

Information

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Representatives for 2018/19:

- Councillor S Kindersley (LD)
- Councillor P Topping (Con)

Report by Representative

Councillor Kindersley

Meetings continue to be held as required with attendance from Barrington Parish Council, County & District Councillors, Cemex (community liaison, site management and rail operator representatives), CCC as the Waste & Minerals Planning Authority, two Residents Associations and the Environment Agency. Over the last 12 months the chief issues of concern relate to the new regime for trains using the subline into the Quarry which has been causing some disturbance to residents and which we hope has now been resolved using new management plans. A number of planning applications remain open, not least the Redrow application for housing at the front of the Quarry Site which appears to have stalled at the Reserved Matters stage. The Group has noted there is to be no further allocation at the Quarry in the forthcoming new Waste & Minerals Plan, and that the proposal to continue quarry restoration with inert material delivered by train will continue for 15 years.

The Group would also wish me to record particular thanks to Helen Wass in CCC Planning who has worked on this site and with the Liaison Group over many years and who gives each meeting a comprehensive update which residents very much appreciate.
BARRINGTON LIGHT RAILWAY SUB GROUP

Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

Information

No. of representatives: 2
Meetings per annum: As required
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body representative

Representatives for 2018/19: Councillor S Kindersley (LD)
Councillor P Topping (Con)

Report by Representative

Councillor Kindersley
Meetings continue to be held as required with attendance from Barrington Parish Council, County & District Councillors, Cemex (community liaison, site management and rail operator representatives), CCC as the Waste & Minerals Planning Authority, two Residents Associations and the Environment Agency. Over the last 12 months the chief issues of concern relate to the new regime for trains using the subline into the Quarry which has been causing some disturbance to residents and which we hope has now been resolved using new management plans. A number of planning applications remain open, not least the Redrow application for housing at the front of the Quarry Site which appears to have stalled at the Reserved Matters stage. The Group has noted there is to be no further allocation at the Quarry in the forthcoming new Waste & Minerals Plan, and that the proposal to continue quarry restoration with inert material delivered by train will continue for 15 years.

The Group would also wish me to record particular thanks to Helen Wass in CCC Planning who has worked on this site and with the Liaison Group over many years and who gives each meeting a comprehensive update which residents very much appreciate.
## CAM SIGHT

### Background
Cam Sight is a charity working with blind and partially sighted people within Cambridgeshire.

### Information
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<td>Representative for 2018/19:</td>
<td>Councillor C Boden (Con)</td>
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CAMBRIDGE AIRPORT CONSULTATIVE COMMITTEE

Background
The purpose of the Consultative Committee is to provide an effective forum for discussion about all matters concerning the operation and development of Cambridge Airport.

Information
No. of representatives: 1
Meetings per annum: 3
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body representative
Representative for 2018/19: Councillor J Whitehead (Lab)

Report by Representative
Councillor Whitehead
Meets infrequently but provides updates on what is happening with Cambridge Airport. At the moment this seems to be very little.
CAMBRIDGE AND DISTRICT CITIZENS ADVICE BUREAU
MANAGEMENT COMMITTEE

Background
To provide free, independent, confidential and impartial advice to the public. Its aims are to provide the advice people need for the problems they face and improve the policies and practices that affect people's lives.

Information
No. of representatives: 1
Meetings per annum: 4-6
Approved by: Communities & Partnership Committee
Guidance Classification: Charity and limited company
Representative for 2018/19: Councillor L Jones (Lab)

Report by Representative
Councillor Jones
This is a vital resource for residents, with nearly 18,000 people being helped during 2017-18 with independent, confidential and impartial advice about a range of problems, including housing (13% of requests), debt (27%) and benefits (23%). It is a major partner in ongoing work to reduce homelessness. Demand for CAB advice increased by 8% last year and the number of food vouchers issued doubled. It is increasing its outreach advice work, for example at Addenbrooke's and its web presence, with 2000 visits to the website each month. It is in the forefront of work with GPs on social prescribing, designed to improve people’s health and reduce demand for acute services. It is useful to have a county presence on the board of trustees, not least because links between the County Council and CAB need strengthening to understand fully and make better use of its capabilities.
Background

A five-year initiative set up by Cambridge businesses/organisations to ensure continued investment in Cambridge City Centre.

Information

No. of representatives: 1
Meetings per annum: 6
Approved by: Economy & Environment Committee
Guidance Classification: Regulated Director
Representative for 2018/19: Councillor M Shuter (Con)

Report by Representative

Councillor Shuter

The Cambridge BID Board meets approximately six times a year, and through its levy on central Cambridge businesses it arranges extra emergency street cleaning and events to promote Cambridge retail business.

The County Council’s seat on the board enables closer understanding and cooperation on matters such as street lighting and highways. It serves a five year term and was recently voted back in for a second term with strong support from central Cambridge business.
CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

Background
Cambridge CVS is an independent registered charity, set up by local organisations as an infrastructure and network organisation to help and support community and voluntary groups in Cambridge City and South Cambridgeshire.

Information
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<td>Representative for 2018/19:</td>
<td>Councillor L Nethsingha (LD)</td>
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Report by Representative
Councillor Nethsingha
I am not sure how valuable it is to have a representative. There may be times when it is useful, but they should also feel able to contact any councillor.
CAMBRIDGE SPORTS HALL TRUST
MANAGEMENT COMMITTEE

Background
A management committee administering the running of the Kelsey Kerridge Sports Hall in Cambridge.

Information
| No. of representatives: | 1 |
| Meetings per annum:    | 6 |
| Approved by:           | Communities & Partnership Committee |
| Guidance Classification: | Charity |

Representative for 2018/19: Councillor N Kavanagh (Lab)

Report by Representative

Councillor Kavanagh
The Kelsey Kerridge Sports Centre, located at Parkers Piece in Cambridge, offers a wide variety of sports and leisure facilities to a great range of participants. The Centre remains in a sound financial position and this good financial management has enabled significant investment to be made in its facilities. Anglia Ruskin University has strong links with the Centre and it is important to maintain County representation, though our presence is not imperative, to support the Centre’s contribution to the health of people in the City and surrounding communities.
CAMBRIDGE UNIVERSITY HOSPITALS NHS FOUNDATION TRUST
COUNCIL OF GOVERNORS

Background
The Board of Governors represents patients, public and staff. The majority of the Governors are elected by the membership. Governors provide a direct link to the local community and represent the interests of members and the wider public in the stewardship and development of the Trust.

Information
No. of representatives: 1
Meetings per annum: 4
Approved by: Health Committee
Guidance Classification: Other Public Body representative
Representative for 2018/19: Councillor M Howell (Con)

Report by Representative
Councillor Howell
Addenbrooke’s Board are expecting to hit their planned £94.5m deficit at the end of the financial year. They are currently forecasting full delivery of the 18/19 cost improvement plan at £40m. The main contributor to the negative variance for capacity and demand was a failure to reduce length of stay and patients who have become Delayed Transfers of Care in the first seven months of the year. There has been a significant improvement with a number of initiatives including the Acute Hub, Ward Improvement Programme, long length of stay reviews and work on delayed transfers of care within and outside the hospital. Currently the target for 19/20 is £25m.
# CAMBRIDGESHIRE AND PETERBOROUGH ASSOCIATION OF LOCAL COUNCILS DISTRICT COMMITTEES (CAPALC)

## Background
- East Cambridgeshire
- Fenland
- Huntingdonshire
- South Cambridgeshire

The District Associations have a direct feed into the strategic direction and governance of CAPALC, as each of the District Association chairmen have a seat on the CAPALC Board.

## Information

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**Representatives for 2018/19:**
- Councillor A Costello (Con)
- Councillor L Every (Con)
- Councillor J Gowing (Con)
- Vacancy (sub)

## Report by Representative

The three representatives have not been invited to any meetings.
CAMBRIDGESHIRE AND PETERBOROUGH
FEDERATION OF YOUNG FARMERS CLUB

Background
To provide training and social facilities for young members of the community.

Information
| No. of representatives: | 1 |
| Meetings per annum:    | 6 |
| Approved by:           | Children & Young People Committee |
| Guidance Classification: | Unincorporated Association Member |
| Representative for 2018/19: | Councillor M Smith (Con) |

Report by Representative

Councillor Smith
This is a good liaison to have for the County Council and The Young Farmers. They are a great bunch of people who really do try hard to promote Agriculture in a positive and forward thinking way. I have spoken to the Chairman, who has said that he values the link between the County Council and The Young Farmers, and looks forward to this link becoming stronger in the future. The Group go on outings and they also hold fund raising events. They run the Wimpole Country Show, which is held in June and is well worth a visit.
CAMBRIDGESHIRE AND PETERBOROUGH
NHS FOUNDATION TRUST

Background

Provides mental health and specialist learning disability services across Cambridgeshire and Peterborough. Also provides some specialist services on a regional and national basis. Partners are Cambridgeshire County Council, Peterborough City Council, NHS Cambridgeshire and NHS Peterborough.

Information

No. of representatives: 1
Meetings per annum: 4
Approved by: Health Committee
Guidance Classification: Partner Governor on the Council of Governors
Representative for 2018/19: Councillor G Wilson (LD)

Report by Representative

Councillor Wilson

The County Council has delegated the delivery of mental health services and some specified duties to the Cambridgeshire and Peterborough Foundation Trust (CPFT) for people over 18 years with mental health needs. The intention is to ensure delivery of an integrated health and social care service which is so well co-ordinated that it appears to services users and carers it is being delivered by one organisation - seamlessly. As the appointed governor from CCC, I attend the CPFT Governor meetings. I provide a useful member link between CPFT and CCC and then feedback issues to the council's Adults committee as needed.
CAMBRIDGESHIRE AND PETERBOROUGH
ROAD SAFETY PARTNERSHIP STRATEGIC MANAGEMENT BOARD

Background
The Partnership (CPRSP) is a public sector initiative formed in April 2007 to provide a single point of contact for the provision of road safety work and information.

Information
| No. of representatives: | 1 |
| Meetings per annum:    | 4 |
| Approved by:           | Highways & Community Infrastructure Committee |
| Guidance Classification:| Other Public Body representative |
| Representative for 2018/19: | Councillor M Shuter (Con) |

Report by Representative
Councillor Shuter
The Cambridgeshire & Peterborough Road Safety Partnership is in the final year of the current five-year strategy and as such is going through a period of reflection, review and realignment. Whilst the vision remains to prevent all road deaths across Cambridgeshire and Peterborough and to significantly reduce the severity of injuries and subsequent costs and social impacts from road traffic collisions, the approach to achieve this needs to be updated given changes in the national and local context. For example the creation of the Tri-Force agenda, establishment of the Police Crime Commissioner, integration of Cambridgeshire County Council and Peterborough City Council and the increasing pressure on resource, staff and financial. To that end the Chair of the Board has moved over to the Police Crime Commissioner’s office and this year will be a period of transition, establishing a new strategy, terms of reference and governance structure. In terms of future Member representation on the Board it is too early to say, however there are sufficient alternative avenues for Member influence to be maintained not least through the creation of the Road Safety Hub, which will report to the Highway & Community Infrastructure committee.
CAMBRIDGESHIRE CONSULTATIVE GROUP
FOR THE FLETTON BRICKWORKS INDUSTRY (WHITTLESEY)

**Background**

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

**Information**

- No. of representatives: 1
- Meetings per annum: 2
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body representative
- Representative for 2018/19: Councillor D Connor (Con)
CAMBRIDGESHIRE FLOOD RISK MANAGEMENT PARTNERSHIP

Background

The partnership is required by legislation - namely the Flood and Water Management Act 2010.

Information

No. of representatives: 1
Meetings per annum: 4
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body representative
Representative for 2018/19: Councillor T Wotherspoon (Con)

Report by Representative

Councillor Wotherspoon

In fact this is serviced entirely by county council officers (and latterly those at Peterborough City Council, with whom we have joined forces), and I am the chairman. This forum brings together the county, unitary and district councils in Cambridgeshire and Peterborough, together with the Environment Agency, Anglian Water, Internal Drainage Boards and others, and tends to have a much more detailed operational focus than the RFCC (as well as confining its attention locally). Having combined with the Peterborough Floods and Water Group we will now be meeting three times a year (instead of four for CFRMP and twice for PFloW).
CAMBRIDGESHIRE HORIZONS BOARD

Background
Cambridgeshire Horizons still exists as a Limited company to oversee three “live” Rolling Fund investments, two loans and one equity investment, with an initial total value of £20.5m, to support a number of growth projects and developments around Cambridgeshire.

Information
- No. of representatives: 1
- Meetings per annum: 1
- Approved by: Economy & Environment Committee
- Guidance Classification: Company Director
- Representative for 2018/19: Councillor I Bates (Con)

Report by Representative
Councillor Bates
This meets once a year to authorise accounts, which are coming in from developers. The board approved a loan (rolling fund) many years ago for the Addenbrooke’s access road which I was heavily involved with as Chairman of the Board.
CAMBRIDGESHIRE MUSIC HUB

Background
A partnership of school music providers, led by the County Council, to deliver the government’s National Plan for School Music.

Information

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Representatives for 2018/19:
- Councillor L Every (Con)
- Councillor S Taylor (Ind)

Reports by Representatives

Councillor Every
Representation on the Cambridgeshire Music Hub at this particular time is particularly valuable as we work together on the current and longer term provision for the County through the Strategic Analysis and Outcomes Focused Development Plan. This has included the annual ratification of next year’s programme and budget. Achievement of the funding required to run the service each year is always under review and we know that increased sponsorship and access to grants is a vital part of ensuring that the service provides the absolutely vital music service that our young people across the county need and deserve. It has been agreed that the future direction of, and development strategy for, Cambridgeshire Music and CREATE will be determined as part of the outcome Focused Review (OFR) process, taking account of the ambitious vision for the development and delivery of music education and performing arts in Cambridgeshire. This will require a detailed business case to be developed which will be underpinned by robust analysis and assessment of possible funding sources for delivering that vision.

Councillor Taylor
My time on the Cambridgeshire Music Hub Board has been worth the while although the first year I had not attended as much as I had hoped because of work commitments. This year I have been attending regularly and we have also used Skype to communicate. I am still learning how the Music Hub operates, so find the board very useful in this instance. I can ask questions and also have an input. My view is that whilst I am a member of the board I can make sure Cambridgeshire as a whole can utilise the facilities Cambridgeshire Music Hub offer. I would like to see schools using this service much more.
CAMBRIDGESHIRE POLICE AND CRIME PANEL

Background
The role of the panel is to scrutinise the Police and Crime Commissioner.

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Representatives for 2018/19:
- Councillor D Connor (Con)
- Councillor M Shellens (LD)
- Councillor S Tierney (Con)
- Councillor M Howell (Con) (sub)
- Councillor L Nethsingha (LD) (sub)

Reports by Representatives

Councillor Shellens
Membership of the police and crime panel is deeply frustrating. Most of the important decisions are reserved for the Chief Constable or other bodies. Even some of those nominally reserved to us are nullified by the panel being given a choice of 1. The contrast with membership of the Fire Authority is most stark. The Commissioner’s grab for the control of the Fire service is therefore most unfortunate and ill-timed as the police currently have a more challenging operational environment which should be taking most of the time of the Commissioner. The perception of difficulties on the streets at a time of swinging increases in Police Council Tax (12%) is doubly unfortunate.

Councillor Tierney
As a fairly recent appointee to the Police and Crime Panel I’ve been getting myself up to speed with the business and the terminology used. I found the scrutiny of the proposed Council Tax rise interesting and believe that the Committee did a good job of making sure it had been properly costed and thought through. While the job of the panel is to scrutinise the PCC’s decisions rather than the actual Police, there is often a blurring of the two with members using the panel to question Police activity and strategic decisions.
# CAMBRIDGESHIRE SCHOOLS FORUM

## Background

The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area.

## Information

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<td></td>
<td>Councillor S Bywater (Con)</td>
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<td></td>
<td>Councillor P Downes (LD)</td>
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<td>Councillor J Whitehead (Lab)</td>
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## Reports by Representatives

### Councillor Bywater

Representation on Cambridgeshire Schools Forum has been very useful especially during the past year whilst there remains significant financial pressure in education, particularly the National Funding Formula (NFF) allocation. As an observer it can often be frustrating as to my role on the Forum and I often feel there is a conflict given (as Chairman of the Children and Young People Committee (CYP)). I ultimately oversee the “sign off” of the budget decision at the CYP committee. Having said this, it’s a great way to improve knowledge of the complex process and difficult decisions schools forum members have to make.

### Councillor Downes

This is the meeting place for Heads and Governors from Cambridgeshire schools, (maintained and academies), with CCC finance staff to discuss and settle on the formula for distributing government funding to schools in Cambridgeshire. The current statutory arrangements are that the Schools Forum has a certain leeway in adjusting the government formula although it is possible that this flexibility will be removed in the next year or so. The main point of discussion this year has been whether to transfer some of the money intended for all schools to address the shortage of funding for pupils with Special Needs. The need for this has arisen because central government has failed to provide enough money for this growing section of the school population. The three political observers, Cllr Bywater, Cllr Whitehead and myself, have no voting powers though we can take part in the discussions.
**Background**

Centre 33 is a longstanding charity supporting young people in Cambridgeshire up to the age of 25 through a range of free and confidential services.

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<tr>
<td>Representative for 2018/19:</td>
<td>Councillor E Meschini (Lab)</td>
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**Report by Representative**

Councillor Meschini

I served as an active member of the Centre 33 board for only a few months, after which it was felt that my contribution was no longer essential. However, it was extremely valuable to be introduced to the body, which does amazing work for the young people of Cambridge, and to be able to advise them on the County Council’s existing Innovate and Cultivate funding opportunities.
CLAY FARM CENTRE ADVISORY GROUP

Background

The Advisory Group will support and make recommendations to the Centre Manager and/or Partnership review meetings.

Information

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<td>Representative for 2018/19:</td>
<td>Councillor A Taylor (LD)</td>
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Report by Representative

Councillor Taylor
I have attended two meetings of the Advisory Group since being appointed last year. The group comprises the centre manager, representatives from the local community groups, two city councillors, one of whom is a local member, and myself, as the County Council representative. The most pressing issue we have discussed is construction problems meaning that the building intended for the doctor's surgery is not yet fit for occupation and use. This has a knock-on effect on the on-site chemist's and the centre's general viability. Another recent initiative has been the naming of the community rooms in the building. The names of celebrated former residents of Trumpington were chosen following a poll of centre users. We also discuss the centre's programme and events, and liaison with other local community centres.
COLLEGE OF WEST ANGLIA GOVERNING BODY

Background
One up to sixteen members who appear to the Corporation to have the necessary skills to ensure that the Corporation carries out its functions under article 3 of the Articles of Government.

Information
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<tr>
<td>Representative for 2018/19:</td>
<td>Councillor L Nethsingha (LD)</td>
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Report by Representative

Councillor Nethsingha
It has been a good year for the College of West Anglia (CoWA). Their main aim for the year was to regain their OFSTED rating of Good, and this was achieved following an inspection in January. The College have worked extremely hard to regain their Good rating, with an enormous focus on this from the Senior Leadership Team and all staff. However while the Good rating is a huge relief there are a number of other issues which now need almost as much focus. The college is facing a very tough few years financially, with falling student numbers predicted for the next 3 years as a result of demographic changes. The demography shows the number of students rising again quite rapidly after the current dip, as has already the case with school numbers, so the college is not keen to make long term reductions, but it will be hard to keep all the current provision running over the next 2-3 years.

For Cambridgeshire, one crucial issue is that the Wisbech campus is expensive to run. The numbers of students per class on that campus are lower than the main Kings Lynn campus, so reducing the offer in Wisbech would be one obvious route to make savings. The college is reluctant to do this, as they are aware of the importance of a Further Education presence in Wisbech, and the value of the courses there for the young people of Wisbech, who don’t have as many FE options as in some other areas of the County. The campus there was refurbished recently and feels well cared for and well used. I have talked to the Combined Authority about whether they can help with supporting this campus, and will continue to do what I can to ensure the Wisbech campus continues to offer a good range of courses.

The Milton Campus is also facing some issues, and the number of equine places there has been reduced, again for funding reasons. I would like to see this offer being expanded, as it is my view that there is a need for more training in the agricultural sector, and again I will try to work with the CA skills team. The FE sector generally is struggling, as it receives less funding than any other education sector. The funding issues at CoWA are small in comparison with those facing some other colleges across the region. The campaign to improve schools funding is important, but it is also crucial to remember that FE funding is just as important. For information I am appointed to this role by the College itself, who vet and appoint governors.
COMMUNITY SAFETY PARTNERSHIPS

Background

Statutory Crime and Disorder Reduction Partnerships (CDRPs, also known as Community Safety Partnerships) were set up in each district council area of Cambridgeshire in 1998 (Cambridge City, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire (Crime Reduction Partnership)). The partnerships are responsible for carrying out a three yearly audit to review the levels and patterns of crime, disorder and misuse of drugs, to analyse and consult on the results, and subsequently develop a three-year strategy for tackling crime and disorder and combating the misuse of drugs.

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<td>Councillor L Every (Con)</td>
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<td>Councillor J French (Con)</td>
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<td>Councillor L Nieto (Con)</td>
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<td>Councillor C Richards (Lab)</td>
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Report by Representative

Councillor Costello

The Huntingdonshire Community Safety Partnership meet four times annually but occasionally meetings clash with Council business and so I cannot always attend but do send apologies. Most of the session consists of reports on new projects or updates on existing ones that focus on providing safety in our communities. A particular town or an area of a town which has been highlighted as requiring support and/or intervention will have been thoroughly researched and outcomes presented. Equally, subjects such as Fraud and Cybercrime, Domestic Violence amongst others will be considered with the latest data and police actions.

Councillor Every

The East Cambridgeshire Community Safety Partnership has been working on 3 strategic priorities over the last 3 years and are currently setting new priorities for the next. These priorities were: Vulnerability and Risk; Diversion and Intervention and Community Cohesion and Engagement. The Partnership has been refreshed with new members joining and is proving to be a very effective vehicle for work with the community. The multi-agency members work is based on research of need for the area undertaken by the County Council. Most notable successes have been support of the Prevent and Hate crime agenda and the Partnership’s; Eyes and Ears’ Campaign, achievement of accreditation of the ‘White Ribbon’ award and very positive work on anti-social behaviour. This Partnership works very closely with the County Council and this has enabled strong partnership working and sharing of good practice. Involvement on the Partnership has supported the work of the County’s Community and Partnership Committee’s agenda.
Councillor Nieto
I would recommend to continue with this. There is still work to do and it’s important that County and District continue working together and for members to have this opportunity.
CONSERVATORS OF THE RIVER CAM

Background
The Conservators are the statutory navigation authority for Cambridge between the Mill Pond in Silver Street to Bottisham Lock with lesser responsibilities up-stream to Byron’s Pool.

Information
No. of representatives: 1
Meetings per annum: 4
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body representative
Representative for 2018/19: Councillor A Bradnam (LD)
Councillor T Wotherspoon (Con) (sub)

Report by Representative
Councillor Bradnam
This year I worked with the River Manager and Waste Operations Managers at South Cambs District Council and the City Council to install and empty rubbish bins at vehicle-accessible locations along the busiest stretch of the towpath, where there had been no formal litter collection before. It is important for the County Council to have a representative on the Board, as the Conservators of the Cam are the landlord and the County Council is the tenant. The County is thus responsible for maintenance and upkeep of the towpath, from near the (old) Pike and Eel to Bottisham Lock. The Counterpart Lease, dated 22 March 2007, states that the tenant undertakes to pay rent and “be responsible for the future maintenance of the surface of the land and the right of Way through which the Right of Way passes and the clearing of any obstructions such works of maintenance to be carried out to the Landlord’s reasonable satisfaction no later than 48 hours after being notified of the same except in the case of urgent repairs and maintenance which are to be carried out as soon as reasonably practicable.”
**Background**

Liaison meeting with the Director of the Museum.

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**Information**

- No. of representatives: 1
- Meetings per annum: 2
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body representative
- Representative for 2018/19: Councillor P Topping (Con)

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**Report by Representative**

Councillor Topping
The Forum consists of representatives of the parish councils in the vicinity of Duxford Imperial War Museum. At one time, the county council owned land at the airfield but this has now been sold to the IWM itself. There have been meetings with the IWM senior management held during the course of the year where the IWM plans for the future are outlined and consulted on, and issues relating to the airfield and its impact on local residents raised and discussed. This is often associated with air shows and the resulting traffic and noise issues. The future of the membership scheme that has in the past allowed free entrance to the airfield for local residents has been a regular topic raised at the meetings.
EAST ANGLIA RESERVE FORCES AND CADETS ASSOCIATION

Background

To raise, recruit and administer the Territorial Army Volunteer Reserve and Cadet Forces.

Information

| No. of representatives: | 1 |
| Meetings per annum:     | 2 |
| Approved by:            | Communities & Partnership Committee |
| Guidance Classification:| Unincorporated Association Member |

Representative for 2018/19: Councillor M McGuire (Con)

Report by Representative

Councillor McGuire

I attend meetings of the East Anglia – Reserve Forces and Cadet Association (EA-RFCA) usually held in Waterbeach, as both Armed Forces Champion for Cambridgeshire and as Chairman of the Community Covenant Board.

In September of last year, in my role as Armed Forces Champion I had the privilege of joining and meeting our Reserve Forces (Royal Anglians) during their training with the Italian Alpine Forces in the Italian Alps. Whilst tough on my old legs, this was an amazing opportunity to see what our Reserves, including CCC employees, do to contribute to the efforts of our Armed Forces. Also on this MOD totally-funded trip was Cllr John Fox, the Armed Forces Champion for Peterborough.

Last year too, the County Council was successful in achieving the Ministry of Defence’s Employer Recognition Scheme Silver. In early November Sarah Ferguson and I attended a MOD Function at Emmanuel College were I received on behalf of the Council the Silver Award Certificate. Our thanks should go to Anita Howard, a member of Sarah’s staff for her efforts in submitting our application for this recognition.
The network brings together the lead members for children’s service and education from the 11 strategic authorities in the East of England. It aims to:

- give councils in the East of England a collective voice in response to consultations and lobbying activity;
- provide a forum for discussion on matters of common concern and share best practice; and
- provide the means by which the East of England contributes to the work of the national LGA and makes best use of its members' outside appointments.

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**Report by Representative**

**Councillor Bywater**
The East of England LGA Children's Services and Education Portfolio-Holder Network has been extremely helpful. Meeting other lead members across the region is vital when trying to understand the pressures similar to our own. Discussing the way in which these issues are being approached and tackled by other Authorities is extremely thought provoking. I was very honoured to host the regional network at Shire Hall in November 2018 which saw lead members from Hertfordshire, Essex, Bedford, Luton Peterborough attending. The Network proved very useful as the lead member for Cambridgeshire when preparing for our own recent Ofsted inspection.

**Councillor Hoy**
I have attended a meeting of the East of England LGA Children's services network which we hosted at Shire Hall. It included some networking at the beginning which was really useful to see what other authorities are doing with their Children's services. It was also interesting to hear from the portfolio holder from Hertfordshire, who is a statistical neighbour but with much lower LAC figures, as to what they are doing in their county.
EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION
RESOURCE PORTFOLIO HOLDERS BOARD

**Background**
Non-executive networking group of Resources Portfolio Holders.

**Information**
- No. of representatives: 1
- Meetings per annum: 4
- Approved by: General Purposes Committee
- Guidance Classification: Unincorporated Association Member
- Representative for 2018/19: Councillor R Hickford (Con)

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**Report by Representative**

Councillor Hickford

The East of England LGA is a politically-led, cross party organisation which works on behalf of the local councils in the East of England to “support member councils to be the best that they can be for their communities”.

To achieve this purpose, organisational objectives are:

- a provider of innovative solutions and a catalyst for collaborative working;
- bringing together partners to harness their collective strength and knowledge;
- an influential advocate for the members;
- promoting leadership as well as Lobbying to get the resources necessary to perform that role successfully;
- a resource of specialist expertise and capacity; providing advice and support to councils on key issues; and
- the main interface between employers and trade unions at a regional level.

The East of England LGA is governed by the Leader or elected Mayor of each of the local authorities. Day to day management is provided by a management committee of five Leaders. The organisation has a small core of highly experienced and committed officers to support member authorities.
EASTERN AGRI-TECH PROGRAMME DELIVERY BOARD

Background

Oversees the spending of the grant funding to develop the agri-tech industry in the corridor from Cambridge to Norwich.

Information

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Report by Representative

Councillor Shuter

The Agri-Tech board meets approximately once a month or as required to satisfy demand. It distributes Government money by way of grant previously from the LEP, but now under the direction of the Combined Authority.

There are two basic categories of Growth and Innovation and it covers a range of Agricultural and food industries across the East of England. It works on a “Dragons Den” type of format and the board meets and assesses the merits of each individual application after a presentation from the business concerned.


Background

The East West Rail Consortium has the objective of promoting and securing a strategic railway connecting East Anglia with Central, Southern and Western England, including a spur to Aylesbury. It brings together local authorities and local enterprise partnerships, as well as Network Rail and the Department for Transport, in a collaborative partnership that has actively supported the development and delivery of East West Rail for over 20 years.

2019 is a pivotal year for East West Rail, with the public inquiry into the Transport and Works Act Order for the western section, and the East West Railway Company consulting on route options for the central section between Bedford and Cambridge.

Information

- No. of representatives: 1
- Meetings per annum: To be agreed
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body representative

Representative for 2018/19:

- Councillor I Bates (Con)
- Councillor T Wotherspoon (Con) (sub)
- Vacancy (sub)

Report by Representative

Councillor Bates

This consortium consists of local authorities from Oxford to Ipswich. It is made up of three sections Western Oxford to Bedford, Central section Bedford to Cambridge, Eastern section Cambridge to Ipswich. I was involved with setting up the new East West Rail Company, which now has its own board (I am not on this board).
ELY SOUTHERN BYPASS PROJECT BOARD

Background
To oversee the continued development and delivery of the scheme and provide a forum for key issues to be considered. The Board comprises stakeholders, local County and District Members and officers.

Information
No. of representatives: 2
Meetings per annum: 4
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body Representative

Representatives for 2018/19:
Councillor A Bailey (Con)
Councillor L Every (Con)

Reports by Representatives

Councillor Bailey
Representation on the Project Board has been hugely beneficial whilst the bypass and associated works were being planned and implemented. It has given the opportunity for local issues, raised by residents and community groups to be addressed, for communications to be pro-active, detailed and timely and for myself to be well informed. Thank you to the whole team and I look forward to continued involvement as long as it is required.

Councillor Every
We are all delighted that the By-pass has now been finished, the walkway built and the railway underpass opened. Being a member of this Steering Group has provided an amazing experience for a non-specialist member. It had provided real insight into the tremendous complexities of construction and funding for such an ambitious project. Since its opening, there has only been praise from the general public not only for its effectiveness but also the value added dimension it has given to the local area’s community and tourism offer. The bridge has been nominated for a prestigious award. Huge thanks are due to the Project Team and contractors who have worked so hard on the Project, working through the ever emerging barriers with such expertise and fortitude.
ENGLAND’S ECONOMIC HEARTLAND STRATEGIC ALLIANCE
STRATEGIC TRANSPORT FORUM

**Background**

England’s Economic Heartland is the Sub-national Transport Body for the Oxford-Cambridge Arc and surrounding areas. The Strategic Transport Forum allows partners to work together with one voice when formulating policy.

**Information**

- No. of representatives: 2
- Meetings per annum: To be agreed
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body representative

Representatives for 2018/19:
- Councillor S Count (Con)
- Councillor I Bates (Con)
- Councillor L Nieto (Con) (sub)

**Report by Representative**

Councillor Count

This (EEH) started as a loose alliance of Councils across the Heartlands area with Cambridgeshire being invited to join at a later date as the most Westerly. It is composed of upper tier bodies and all of the LEPs in the area. I attend the leaders’ strategy meetings. An EEH transport forum has sprung out of and is alongside this body. Latterly in a similar Geography an East West arc leaders group has come into force and is developing into the main focal point for discussions with Government, regarding the East West road and rail connectivity.

EEH is now much more of a formal, enlarged and enhanced body since its inception. Significantly recognised by Government and a powerful lobbying and action group. However there does need to be a redefinition of roles now the Arc body has gained popularity with Government.

I regularly attend and we have wide ranging presentations and discussions on areas that affect our unified area. The most significant conversation at present is whether the EEH will pursue becoming a Sub National Transport Body (SNTB) in its own right or join with the Transport for the east body which is having the same discussions. We are aligned with the CPCA view and Governments that one larger body would be better.

Councillor Bates

This is a grouping of local authorities from Swindon through the corridor to Cambridge. Two big issues are A428 in Oxfordshire proposed new route please see above regarding A428 and of course East West Rail.
ENTERPRISE ZONE STEERING GROUP

Background
Established to review progress in the delivery of the Enterprise Zone at Alconbury with the developers, both urban and civic.

Information
- No. of representatives: 1
- Meetings per annum: 6
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body representative
- Representative for 2018/19: Councillor I Bates (Con)
  Councillor I Gardener (Con) (sub)

Report by Representative
Councillor Bates
This group was disbanded in 2018. It related to Alconbury Weald Enterprise Zone.
ESPO FINANCE AND AUDIT SUB-COMMITTEE

Background

This is a Sub Committee of the Eastern Shires Purchasing Organisation (ESPO) Management Committee, which is a local authority purchasing consortium made up of the following six local authorities: Cambridgeshire County Council, Leicestershire County Council, Lincolnshire County Council, Norfolk County Council, Peterborough City Council and Warwickshire Council.

Information

No. of representatives: 1
Meetings per annum: 2
Approved by: General Purposes Committee
Guidance Classification: Other Public Body representative
Representative for 2018/19: Councillor M Howell (Con)

Report by Representative

Councillor Howell
The purpose of the Finance and Subcommittee is:

- To understand the financial planning process undertaken by ESPO.
- To support the financial planning process by reviewing the content and presentation of draft financial plans for the Management Committee.
- To contribute to the setting of financial performance targets and the monitoring of efficiencies.
- To receive and review regular reports on monitoring of budgets and performance and other financial management.
- To receive and review audit and governance reports.

To date, the finances of ESPO have been in good order and all Audit recommendations have been adopted.
ESPO MANAGEMENT COMMITTEE

Background
Purchasing and contracting service for 10 member Authorities.

Information
No. of representatives: 2
Meetings per annum: 4
Approved by: General Purposes Committee
Guidance Classification: Other Public Body representative

Representatives for 2018/19:
Councillor I Bates (Con)
Councillor M Howell (Con)
Councillor R Hickford (Con) (sub)

Report by Representative
Councillor Howell
ESPO is a public sector owned, Cambridgeshire, Leicestershire, Lincolnshire, Norfolk, Warwickshire County Councils, and Peterborough City Council, professional buying organisation, specialising in providing a wide range of goods and services to the public sector for over 35 years. ESPO offer a comprehensive, one-stop shop solution of over 25,000 catalogue products, 120 frameworks and bespoke procurement services. The latest financial figures are:

- Overall trading surplus for the full financial year is expected to be ahead of budget of £4.7m. The prior year surplus was £4.3m.
- Store sales at £44.1m are £1.5m ahead of budget and £2.6m favourable to last year.
- Direct sales at £18.7m are £0.9m ahead of budget and £1.5m favourable to last year.
- Rebates for the full year are due to be finalised at the end of April but at the end of February were £1.1m ahead of budget.

The Cambridgeshire representatives have been very mindful of the cost of the new website and associated IT costs. Although there is no doubt of the need to update the website and other IT components Cambridgeshire representatives wanted a more in-depth analysis into the estimations behind the proposals. Although all other public partners are happy with the scheme they have deferred to Cambridgeshire for the final agreement. Cambridgeshire have given their agreement but the finances on this project will be very closely monitored.
ESPO SHAREHOLDER REPRESENTATIVE

Background

Representing Cambridgeshire’s interests with respect to ESPO Trading Limited.

Information

No. of representatives: 1
Meetings per annum: -
Approved by: General Purposes Committee
Guidance Classification: Other Public Body Representative (the Council partly owns ESPO Trading Limited (less than 20%) so the Councillor is the shareholder representative)

Representative for 2018/19: Councillor M Howell (Con)
Councillor I Bates (Con) (sub)

Report by Representative

Councillor Howell

Set up in 2018, ESPO Trading Limited is the a private trading arm owned by ESPO the Consortium that gives the opportunity for ESPO to bring its services to a wider audience outside of designated public bodies. Each of the six member authorities are equal shareholders in ESPO Trading Limited and shareholder representatives (Elected Members) will be responsible for taking strategic decisions and agreeing the Annual Business Plan for the Company. A private company, Eduzone, was identified and purchased by ESPO Trading Limited in June 2018. The purchasing of Eduzone has meant ESPO has a vehicle to sell outside the public bodies and into the Private nursery and childcare channel. Although in its first 9 months of trading under new ownership Eduzone is performing well with sales ahead of the previous year’s figures (£590K YTD), and importantly gross margin ahead of target. In the last 9 months Eduzone has been relocated from its site in Hertfordshire and integrated into the ESPO facility at Grove Park, the systems have been imported and are working independently (with an integration plan underway). The customer base of 2,000 regular annual accounts has continued to choose Eduzone for its Early Years resources, and have been unaffected by the geographical or staff changes.

Exciting developments for Eduzone in April 2019 and onwards include a rebranding of the business, retaining the essence of the logo but bringing it up to date with a fresh new colour pallet, a new 600 page catalogue with 2,000 more lines added (now 3,500 in total), including every day essentials and broader ranges in key areas such as Art and Craft, Baby Sensory and Resources. To support this a new website has been built allowing control from within ESPO’s team (previously outsourced by Eduzone) and more dynamic content and promotions. Complimenting these developments is a restructured sales team, featuring Telesales support, Key Account and National Account Managers and a comprehensive Marketing and Communications plan to support the initiatives.
**EUROPEAN METAL RECYCLING (EMR) LIAISON GROUP (SNAILWELL)**

**Background**

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

**Information**

- No. of representatives: 2
- Meetings per annum: When required (no more than twice a year)
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body Representative
- Representatives for 2018/19: Councillor S Tierney (Con) Vacancy

**Report by Representative**

Councillor Tierney

I have not received any information or been invited to a meeting.
F40 GROUP

Background

F40 represents a group of the poorest funded education authorities in England where government-set cash allocations for primary and secondary pupils are the lowest in the country.

Information

- No. of representatives: 1
- Meetings per annum: To be agreed
- Approved by: Children & Young People Committee
- Guidance Classification: Other Public Body Representative

Representative for 2018/19:
Councillor P Downes (LD)
Councillor S Hoy (Con) (sub)

Report by Representative

Councillor Downes

This body comprises funding specialists (councillors, officers and heads) from the 40 worst funded authorities in the country. We meet in London or Birmingham every term and discuss ways in which we can put pressure on central government to

a) provide adequate funding for state schools and

b) distribute it equitably.

From time to time we meet with the government’s education finance team and with MPs to argue the case. Recently there has been an attempt by central government to produce a ‘National Funding Formula’ but it fails to meet our two objectives, so F40 has decided to stay in existence and continue campaigning. The focus of our most recent meetings in Westminster have been the inadequacy of funding for SEND pupils.
**FENLAND ASSOCIATION FOR COMMUNITY TRANSPORT (FACT) BOARD**

**Background**

The purpose of the Board of FACT is:

a) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and  

b) to steer FACT (and HACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding.

**Information**

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<td>Member of a Management Board of a “Registered Society” under the Co-operative and Community Benefit Society Act 2014</td>
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<tr>
<td>Representative for 2018/19:</td>
<td>Councillor C Boden (Con)</td>
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FENLAND STRATEGIC PARTNERSHIP

Background

The Fenland Strategic Partnership aims to make a difference by working better together across different sectors. The partnership has consulted extensively with the local community to identify the most important issues specific to Fenland.

Information

No. of representatives: 1
Meetings per annum: 2
Approved by: Communities & Partnership Committee
Guidance Classification: Other Public Body Representative
Representative for 2018/19: Councillor S Count (Con)

Report by Representative

Councillor Count

The FSP has not met since 2016 and is therefore not an operative partnership. However, the Chief Executive and I regularly meet with the Leader and Chief Executive of Fenland District Council in relation to matters which affect the Fenland area, which has cemented a strong and effective relationship between CCC and FDC. There are also other strategic partners in Fenland, such as the Wisbech 2020 work which the council has regular involvement with.
GREAT FEN STEERING COMMITTEE

Background
Steering Group to oversee and guide the development of the Great Fen Project.

Information
No. of representatives: 1 (observer status)
Meetings per annum: 6
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body Representative
Representative for 2018/19: Councillor A Costello (Con)

Report by Representative

Councillor Costello
The Great Fen Steering Committee meets four times in the year at various locations, sometimes for a few hours to deal with business and other times for the whole day which will include a workshop. This is an exceptional project which is slowly regaining glimpses of the original fens and attracting native wild life. There are high hopes of making it sustainable through wetland farming and the ambitious introduction of new species such as bison. The project is very dependent on grants and was recently awarded £1,000,000 from a Dream Fund bid to develop the wetland farming and to create the area into a UNESCO Biosphere. This will take up to three years to achieve.
GREATER CAMBRIDGE PARTNERSHIP
HOUSING DEVELOPMENT AGENCY

Background

The Housing Development Agency (HDA) was established in 2015 as part of the response to the Greater Cambridge City Deal need to deliver housing growth, and in particular affordable homes, although its remit is not restricted to the City Deal area.

The HDA was set up with funding from Cambridge City Council, South Cambs District Council and the County Council, and is currently a joint working arrangement comprising staffing from the existing Housing teams of the City and South Cambs councils, with the intention of becoming a separate legal entity in due course.

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<tr>
<td>Representative for 2018/19:</td>
<td>Councillor N Kavanagh (Lab)</td>
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Report by Representative

Councillor Kavanagh

GCP originally provided funds of £200,000 to support the establishment of the Housing Development Agency (HDA) and I represented the County at early stage meetings. There were also representatives from South Cambs and the City Council. Following the DEVO Deal the City Council has now taken responsibility for delivering 500 houses and I have not had any recent invitations to be involved in the HDA. I assume the County is no longer directly involved and does not require representation.
The Greensand Country Landscape Partnership has been formed by a range of partners in the area to work with landowners and local communities and help make Greensand Country a living and working landscape that is cherished by present and future generations.

Information

No. of representatives: 1
Meetings per annum: To be agreed
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body Representative
Representative for 2018/19: Councillor S Kindersley (LD)

Report by Representative

Councillor Kindersley
Following Council's appointment, there has only been one meeting, which focused on a series of activities planned across Greensand Country over the summer. The organisation is tasked with developing Greensand Country (the sandstone ridge running from Leighton Buzzard to Gamlingay) into a destination brand with the consequent boost to tourism, economic development and heritage conservation.
GROWING FENLAND
PROJECT DELIVERY STAKEHOLDER GROUPS

Background
A Cambridgeshire and Peterborough Combined Authority Funded Master Planning Group.

Stakeholder groups:
- Chatteris
- March
- Whittlesey
- Wisbech

Information
No. of representatives: 4
Meetings per annum: To be agreed
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body Representative

Representatives for 2018/19:
- Councillor C Boden (Con)
- Councillor J French (Con)
- Councillor A Hay (Con)
- Councillor S Tierney (Con)
- Councillor S King (Con) (sub)

Reports by Representatives

Councillor Hay
It is now almost a year since the CPCA announced that it would be providing £50,000 to each of the 4 market towns in Fenland to create a Masterplan for Growth, since renamed by FDC as Growing Fenland and Metro Dynamics has been appointed as Consultants.

Within Chatteris sitting on the steering group we have representatives from Town, District and County Council together with Toby Bartlett and Martin Lawrence from Bartlett’s Produce and Stainless metalcraft respectively and we recently have had input from the Head Boy and Head Girl from Cromwell Community College.

Metro Dynamics had hoped to start a Public Consultation but this has had to be deferred due to Purdah rules for the upcoming Local Elections with purdah running from 19th March to 2nd May, so the engagement with members of the public will begin after 2nd May in the meantime the Consultants will continue to prepare a Draft Growing Fenland document for each of the Market Towns which will be circulated to the steering groups for their feedback.

Chatteris “looks in all directions” with workers commuting to March, Ely, Huntingdon, Peterborough and Cambridge. This Central location is a real strength for the Town, but currently public transport options let the town down, buses are infrequent and some key destinations (such as Peterborough) require changing leading to lengthy journeys (over 2 hours)

Our ambitions are:
1) Create Opportunities for our aspirational Community
2) Revitalise the High Street at the heart of our aspirational community
3) Connect our aspirational community to the world
4) Promote Chatteris to the wider world

Some of the suggestions put forward for Chatteris are as follows;
- We urgently need Vocational Training based in Chatteris in order to assist businesses in the Town
- We need to attract more Commercial Businesses into Chatteris which would be more attractive with Vocational Training based in Chatteris
- We believe there is a need for larger business premises for start up’s to move to when their businesses are ready to expand
- We need more night time economy, such as good quality restaurants and possibly a pub chain such as Marsten’s to move possibly near the Jack’s store
- We need to rejuvenate our High Street, either with bespoke Boutique type shops or converting disused shops into meeting places or residential units
- More and better quality housing
- Better and more frequent Public Transport
- A cycle route from Chatteris to Sutton to connect up to the Cycle route going to Ely
- Better Car and Bike parking management
- Tithe Barn could be converted into a large meeting/leisure venue of which Chatteris is sadly lacking.

Councillor Tierney
I am only very recently appointed to this and have not had sufficient time to give a meaningful report.
Background

Members and officers from both authorities advising on growth and infrastructure issues for East Cambridgeshire including Section 106 & Community Infrastructure Levy funding.

Information

No. of representatives: 3
Meetings per annum: 4
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body Representative

Representatives for 2018/19:
- Councillor A Bailey (Con)
- Councillor I Bates (Con)
- Councillor L Every (Con)

Report by Representative

Councillor Bailey
I don't believe I have ever been invited or attended this Group.

Councillor Bates
This group has not met recently but has at previous meetings discussed CIL contributions. I am pleased to report that this is assisting with the building of Littleport Secondary School. This in my view is a good example of partnership working.

Councillor Every
I was have not been invited to any meetings so cannot comment. I would be interested to attend if invited.
HINCHINGBROOKE COUNTRY PARK JOINT GROUP

Background
To monitor the operation of Hinchingbrooke Country Park.

Information

| No. of representatives: | 1 |
| Meetings per annum:    | 2 |
| Approved by:           | Communities & Partnership Committee |
| Guidance Classification: | Other Public Body Representative |
| Representative for 2018/19: | Councillor A Costello (Con) |

Report by Representative

Councillor Costello
I only recently joined the Hinchingbrooke Country Park Joint Group as a previous member could no longer attend, so consequently I have only attended the one meeting. Cambridgeshire County Council owns the site whilst Huntingdonshire District Council manage the Park and the staff. At the moment the main concern of the Group is to establish a 99 year lease with the County in order to financially develop the Park for the benefit of all residents within Huntingdonshire.
HUNTINGDON ASSOCIATION FOR COMMUNITY TRANSPORT (HACT) BOARD

Background

The purpose of the Board of HACT is:
c) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and
d) to steer HACT (and FACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding.

Information

No. of representatives: 1
Meetings per annum: 4
Approved by: Economy & Environment Committee
Guidance Classification: Trustee of a Charity
Representative for 2018/19: Councillor C Boden (Con)
HUNTINGDON BID BOARD

**Background**

BID is the town management vehicle for Huntingdon. It is an arrangement where businesses in a defined area agree improvements they want to make, over and above what the public agencies have to do. The fund is ring fenced and used solely to deliver the agreed set of projects and activities voted on by the businesses within the BID area.

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**Information**

- No. of representatives: 1
- Meetings per annum: 10
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body Representative
- Representative for 2018/19: Councillor T Sanderson (Ind)

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**Report by Representative**

Councillor Sanderson

These meetings clash with Communities and Partnership Committee meetings, so I have not attended many of them.
HUNTINGDON FREEMEN’S TRUST

Background

A charity assisting individuals and organisations falling within the Huntingdon Town Council area only.

Information

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<td>Representative for 2018/19:</td>
<td>Councillor M Shellens (LD)</td>
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Report by Representative

Councillor Shellens

Huntingdon Freemen’s Trust supports the people of Huntingdon through charitable donations. At their monthly meetings, the trustees determine which of the applications to accept, be they relatively small grants for residents who have lived in Huntingdon for at least 6 months, for carpet, or a cooker for those without, or for a mobility scooter, for students to defray some of the cost of accommodation, or larger grants to help with the cost of running one of the many charitable organisations that exist to make better the life of people in the town. The trustees also have responsibility for supervising the securities and land holding that generate the wherewithal to finance these contributions.
HUNTINGDONSHIRE AREA PARTNERSHIP

Background

Information

No. of representatives: 1
Meetings per annum: 3-4
Approved by: Communities & Partnership Committee
Guidance Classification: Other Public Body Representative

Representative for 2018/19: Councillor A Costello (Con)

Report by Representative

Councillor Costello

Huntingdonshire Area Partnership has not met for some time and I believe has been disbanded. At the one and only meeting I attended, I was really impressed by a presentation of a project named ‘Essentials by Sue’. This scheme helps young people who require necessary toiletries by attracting donations and distributing them in confidential settings. An Officer and I organised a working party with a Member and Officer from the District Council to develop the work in Huntingdonshire. To date the project is up and running in Huntingdon and Ramsey and will be launched in Yaxley and Farcet during April.
## Background

Member/officer and key infrastructure partners group (3 from CCC and 3 HDC) advising on infrastructure and growth issues for Huntingdonshire including Community Infrastructure Levy & Section 106 funding. The Group will also discuss the Huntingdonshire District Council Local Plan.

## Information

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<tr>
<td>Representatives for 2018/19:</td>
<td>Councillor I Bates (Con)</td>
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<td>Councillor R Fuller (Con)</td>
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<td>Councillor K Reynolds (Con)</td>
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## Report by Representative

**Councillor Bates**

Much of the discussion at this group has been around educational issues which has involved Councillor Simon Bywater.

**Councillor Fuller**

I don’t think that I represent CCC on this group as I chair it as the Huntingdonshire District Council Cabinet Member. The Economy & Environment Committee was supposed to appoint someone else in my place.
HUNTS FORUM OF VOLUNTARY ORGANISATIONS

Background
Hunts Forum of Voluntary Organisations is an umbrella body for voluntary and community groups in Huntingdonshire. It is an independent, non-profit making group formed from a coalition of local voluntary organisations and run by an elected committee of voluntary sector representatives. It supports voluntary and community organisations with information, advice and training.

Information
No. of representatives: 2
Meetings per annum: 4
Approved by: Communities & Partnership Committee
Guidance Classification: Other Public Body Representative
Representatives for 2018/19: Councillor A Costello (Con)
Councillor S Criswell (Con)

Report by Representative
Councillor Costello
Hunts Forum of Voluntary Organisations is an umbrella group that supports, as the title suggests, local voluntary organisations, not just in Huntingdonshire but in other areas of the county as well. They can help with training and financial advice but generally are there at the end of a phone or with a visit. The Executive Committee meet four times annually to oversee and monitor the work undertaken and to offer advice and assistance where needed.

Councillor Criswell
Hunts Forum delivers support for voluntary organisations and parish councils across the county. They receive funding from HDC and us at CCC. They provide advice, training and help access funding. They also lobby locally and nationally on behalf of the VS. The CEO sits on strategic bodies and is therefore able to provide valuable feedback in both directions. Hunts forum is also a partner in the Support Cambridgeshire contract that CCC commissions. I attend Board meetings as a non-voting member on behalf of CCC. This provides useful linkage with the VS and gives me oversight of activities that we help fund.
## ISLE OF ELY SOCIETY FOR THE BLIND

### Background

Provides advice and support to people with low vision and their families. Undertakes lunch clubs, outings and bowling events.

### Information

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<td>Representative for 2018/19:</td>
<td>Councillor C Boden (Con)</td>
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**JOINT STRATEGIC TRANSPORT AND SPATIAL PLANNING GROUP**

**Background**

Provides co-ordination of spatial planning and integrated transport strategy for Cambridge City and South Cambridgeshire and an oversight of Growth Strategy.

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**Information**

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**Representatives for 2018/19:**

- Councillor L Harford (Con)
- Vacancy
- Vacancy

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**Report by Representative**

This Group last met in 2016. However, the Council has received notification that it is intended to re-establish it in the new municipal year.
LEARNING DISABILITIES PARTNERSHIP BOARD

**Background**

Members of the Board include people with learning disabilities and people on the autistic spectrum (Speak Out Leaders), carers, representatives from voluntary organisations, service providers and the Learning Disability Partnership (County Council and health services).

The role of the Board includes:
- Providing an opportunity for people to be involved in the decisions made about services that affect them and their carers.
- Raising issues/concerns heard by the Speak Out Leaders from people with learning disabilities or on the autistic spectrum across the county.

**Information**

- No. of representatives: 1
- Meetings per annum: 4
- Approved by: Adults Committee
- Guidance Classification: Other Public Body Representative
- Representative for 2018/19: Councillor A Costello (Con)

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**Report by Representative**

**Councillor Costello**

The Learning Disability Partnership Board meets four times a year at various locations throughout the county to enable as many people as possible to attend within their locality. A separate group, the Speak out Council, who have leaders representing the district, young people and physical disabled provide information of their projects and work. I also attend their meetings. This Board is a vital link for all organisations/local authority/NHS/carers who are involved with adults with learning disabilities and listening to their concerns. One area I was happy to bring back to the Adults Committee was the need to use Read Easy when sending out letters/emails to these clients. This is now happening.
LGSS JOINT OVERVIEW AND SCRUTINY WORKING GROUP

**Background**

The role of the Joint Working Group is to hold the LGSS Joint Committee to account for the discharge of its functions and to investigate issues associated with LGSS and make recommendations that seek to improve the quality of services delivered through LGSS.

**Information**

- No. of representatives: 3
- Meetings per annum: 3
- Approved by: General Purposes Committee
- Guidance Classification: Unincorporated Association Member
- Representatives for 2018/19:
  - Councillor M Howell (Con)
  - Councillor D Jenkins (LD)
  - Vacancy (Lab)

**Report by Representative**

**Councillor Howell**

The last meeting of the LGSS Joint Overview and Scrutiny Working Group was in August 2018 despite me emailing them in February and March 2019, to do so. At the August meeting the Overview and Scrutiny Working Group was very challenging towards the LGSS as a critical friend. There seem to be a number of reasons why the meetings have not been held. However, at my insistence a meeting has now been called in May, which hopefully will put us back on track, and enable the Joint Overview and Scrutiny Working Group once again support the LGSS.

**Councillor Jenkins**

The LGSS Joint Overview and Scrutiny Working Group scrutinises the activity of LGSS.
LGSS LAW LIMITED

**Background**
Company jointly owned by Northamptonshire County Council and Cambridgeshire County Council to provide legal services to the owner councils and to other organisations within the public sector and not for profit sector.

**Information**
- No. of representatives: 1 (Consultee member)
- Meetings per annum: 4
- Approved by: General Purposes Committee
- Guidance Classification: Other Public Body Representative (Council's representative on a company it part owns)
- Representative for 2018/19: Councillor C Boden (Con)
LOCAL SAFEGUARDING CHILDREN’S BOARD

Background
LSCBs have been established by the government to ensure that organisations work together to safeguard children and promote their welfare. In Cambridgeshire this includes Social Care Services, Education, Health, the Police, Probation, Sports and Leisure Services, the Voluntary Sector, Youth Offending Team and Early Years Services.

Information
No. of representatives: 1
Meetings per annum: -
Approved by: Children & Young People Committee
Guidance Classification: Other Public Body Representative
Representative for 2018/19: Councillor S Bywater (Con)

Report by Representative
Councillor Bywater
Representation at Cambridgeshire and Peterborough Local Safeguarding Children Board over the last year has allowed me to understand first-hand the challenges and opportunities for the Local Authority and its partners in undertaking their responsibilities to safeguard Cambridgeshire children. The Board promotes multi agency training for safeguarding practitioners, encompassing lessons from national and local serious case reviews and provides best practice guidance. The Board is taking a local lead on understanding mental health and wellbeing services for children and child exploitation.
LONDON STANSTED CORRIDOR CONSORTIUM BOARD

Background

A group of authorities and organisations in a corridor from London to Cambridge and Peterborough who are lobbying for improved infrastructure and connectivity.

Information

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Representative for 2018/19: Councillor I Bates (Con)

Report by Representative

Councillor Bates

This group is made up of local authorities including Stansted Airport, businesses and education. I am the Deputy Chairman for this Consortium. The Chairman is Dr Ann Limb CBE DL. This is essentially a lobbying / promoting the corridor from the economic prospective. I regularly circulate to all CCC Members information from the Consortium.
**MANEA EDUCATIONAL FOUNDATION**

**Background**

Established to provide grants and financial assistance for people up to the age of 25 years living within the Parish of Manea.

**Information**

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<td>Councillor D Connor (Con)</td>
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MARCH EDUCATIONAL FOUNDATION

Background

Provides assistance with the education of people under the age of 25 who are resident in March.

Information

No. of representatives: 1 (5 year appointment)
Meetings per annum: 3-4
Approved by: Children & Young People Committee
Guidance Classification: Trustee of a Charity
Representative for 2018/19: Councillor J Gowing (Con)

Report by Representative

Councillor Gowing
I have only just been appointed to the March Education Foundation and as yet not met anyone.
Background
Natural Cambridgeshire consists of a broad range of local organisations, businesses and people whose aim is to bring about improvements in their local natural environment.

Information
No. of representatives: 1
Meetings per annum: 4
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body Representative
Representative for 2018/19: Councillor L Nieto (Con)

Report by Representative
Councillor Nieto
The Board has been extremely busy and it is great the work they are doing. Linked to this, I now sit on the Environmental Policy and Planning Board/working group.
1. Held a conference on how nature and green space can support social prescribing – working with the public health teams across Peterborough and Cambridgeshire.
2. Held a Developing with Nature seminar hosted by Mills and Reeve in Cambridge, talking to developers and planners about how we ensure new developments can support both biodiversity gain and increased commercial value.
3. Future Parks Accelerator – moving forward this work
4. UNESCO Biosphere project development. This project is based in Fenland.
5. Developed a new ambitious vision for nature in Cambs and Peterborough, focused on an ambition to ‘Double Nature’ (the corollary of doubling GVA).

We should continue being involved in this outside body. Extremely valuable and we must be involved as a County in the work we do.
NEEDHAM’S FOUNDATION, ELY

Background
Needham’s Foundation is a Charitable Trust, the purpose of which is to provide financial assistance for the provision of items, services and facilities for the community or voluntary aided schools in the area of Ely and to promote the education of persons under the age of 25 who are in need of financial assistance and who are resident in the area of Ely and/or are attending or have at any time attended a community or voluntary aided school in Ely.

Information
- No. of representatives: 2
- Meetings per annum: 2
- Approved by: Children & Young People Committee
- Guidance Classification: Trustee of a Charity
- Representatives for 2018/19: Councillor A Bailey (Con), Councillor L Every (Con)

Reports by Representatives

Councillor Bailey
This is a great charity benefiting children and young people educated in Ely in the state sector with costs for additional educational activities as well as grants to state maintained schools. Over the last year the charity has been able to support the ambitions of the Bishop Laney Sixth Form in Ely with the provision of bursaries for young people to be able to continue their education in East Cambs. It is a hugely worthwhile organisation and a pleasure to be involved.

Councillor Every
Working as a member of the Board for this Foundation has been very rewarding. The Foundation provides financial support for young people who live or have been at school in Ely. Individuals and schools are able to bid for money to support their education programmes. Individuals make applications to support their learning either at school, or later on in further education or university. Schools bid for funds that will provide additional benefits to the young people and which cannot be funded from the normal funding streams. Examples include music tuition, tuition fees, travelling, and environmental improvements for the benefit of pupils. A new initiative is the award of bursaries for post-16 students who have been in receipt of the Pupil Premium at Bishop Laney Sixth Form encouraging further study and providing opportunities to stay in local education to improve qualifications to Level 3 leading to apprenticeships, work or higher education.
NEEDINGWORTH QUARRY LIAISON GROUP

**Background**

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

**Information**

- No. of representatives: 4
- Meetings per annum: 2
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body Representative

Representatives for 2018/19:
- Councillor S Criswell (Con)
- Councillor P Hudson (Con)
- Councillor K Reynolds (Con)
- Councillor M Smith (Con)
- Councillor T Wotherspoon (Con) (sub)

**Report by Representative**

**Councillor Criswell**

Needingworth Quarry Liaison Group provides a valuable interaction with:

1) Hanson, whose site is one of the largest in the country and provides minerals for many infrastructure projects. It provides a forum for discussing HCV movements;

2) The RSPB, who oversee the site restoration to develop a large wildlife reserve with reed beds of national significance. This includes plans for public access, visitor centres etc.

3) Local parish councils – allowing discussion on any local concerns or problems associated with the site.

**Councillor Smith**

I have never been invited to a meeting. It would be nice to be invited at some time.
Background

The North West Anglia NHS Foundation Trust was formed on 1 April 2017. The trust runs three busy hospitals – Peterborough City Hospital, Hinchingbrooke Hospital and Stamford & Rutland Hospital. Governors are the ‘voice’ of members of partner organisations in the running of the hospitals, so that hospital services always reflect the needs and expectations of local people.

Information

No. of representatives: 1
Meetings per annum: To be agreed
Approved by: Health Committee
Guidance Classification: Other Public Bodies (Partner Governor)
Representative for 2018/19: Councillor J Gowing (Con)

Report by Representative

Councillor Gowing

The North West Anglia NHS Foundation Trust Council of Governors has several levels of meetings; Board of Directors (Public), Council of Governors, Private Meeting of Governors and other meetings which are scrutinised by the Council of Governors.

I attend most of the Council of Governor and Private meetings. The latter is used for training and updates which prove to be a valuable insight into the working of the Trust. The meetings are rotated throughout the Trust sites and include a ‘walk about’ to inspect wards and speak to patients about their experience whilst in Hospital. Other activities included meeting with newly qualified nurses from ARU to gather feedback from their training which is passed onto the Board of Directors.
OLDER PEOPLES’ PARTNERSHIP BOARD

Background

The OPPB brings together Older People, their representatives, the public and third sector, to work together to ensure the highest quality and best value services for older people across Cambridgeshire.

Information

- No. of representatives: 1
- Meetings per annum: 4
- Approved by: Adults Committee
- Guidance Classification: Other Public Body Representative
- Representative for 2018/19: Councillor A Bailey (Con)

Report by Representative

Councillor Bailey

I really value the opportunity to attend this Board where I am able to pick up ideas, concerns and feedback on the work of the Adults Committee and the Council in term of its effect on older people and their families. Thank you to all the lay people who serve on the Board.
**OUSÉ WASHES STRATEGIC GROUP**

### Background

To develop a shared appreciation of the value and the strategic challenges and opportunities of this area, within the current policy and legislative framework. Understand how future change (environmental, social, economic, policy, legislation) could impact the long term sustainability and viability of this area. Develop a shared vision for the next 5 to 10 years and, considering the future, for the next 10 to 50 years, for this area.

### Information

| No. of representatives: 1 |
| Meetings per annum: - |
| Approved by: Economy & Environment Committee |
| Guidance Classification: Other Public Body Representative |
| Representative for 2018/19: Councillor I Bates (Con) |
| Vacancy (sub) |

### Report by Representative

Councillor Bates

As far as I am aware, this group is no longer in existence.
PAPWORTH HOSPITAL NHS FOUNDATION TRUST
COUNCIL OF GOVERNORS

Background
NHS Foundation Trusts are not-for-profit, public benefit corporations. They are part of the NHS and provide over half of all NHS hospital and mental health services. The County Council is represented on the Council as a nominated Governor.

Information
| No. of representatives: | 1 |
| Meetings per annum:    | 4 |
| Approved by:           | Health Committee |
| Guidance Classification:| Other Public Bodies |
| Representative for 2018/19: | Councillor L Jones (Lab) |

Report by Representative

Councillor Jones
Papworth is in flux, with the move to the new site on the biomedical campus now underway. It is too early to tell whether having a presence on the Board of Governors will be useful, given that the Board is in most respects a consultative body and the NHS model was designed to ensure local involvement in local hospitals. Understanding the staff and patient experience of the new hospital may be a promising area to investigate from the county council perspective, as well as exploring how the new hospital develops its relationship with Addenbrooke’s on the new site. Integration is high on the health and social care agenda at present and Health Committee has a scrutiny role in this respect.
PETERBOROUGH AND CAMBRIDGESHIRE COMMUNITY COVENANT (MILITARY) BAND

Background
The Armed Forces Covenant Board aims to improve the outcomes and life choices of military personnel, reservists, their families and veterans living in Cambridgeshire and Peterborough. The Covenant Board also aims to enhance the relationship between civilian and military communities.

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<td>Councillor M McGuire (Con)</td>
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Report by Representative

Councillor McGuire
The Armed Forces Community Covenant for Cambridgeshire was signed by the County’s ‘great and good’ in November 2011. A Community Covenant Board was set up soon afterwards under the auspices of the County Council. I currently chair the Board. The Covenant is a promise between the nation, the Government and the MOD, ensuring that those who serve or who have served in the Armed Forces and their families, are treated fairly and are not disadvantaged by their service. Regular serving persons, reservists, veterans and their spouses and dependent children, including bereaved families are all covered under the covenant. It came into being after the Armed Forces Act 2011 and has ensured changes to legislation in areas such as Housing and Education. It covers all aspects of life with a particular focus on health and wellbeing, education, employment, housing, family life and community integration.

In 2018, the cross party/cross department ministerial board was created to ensure that support for the whole military community is considered in all aspects of government. Since the signing, the community covenant and the corporate covenant were merged to form one covenant pledge simply referred to as the ‘Covenant’. Currently there are two covenant boards locally, one covering Cambridgeshire and one covering Peterborough. There has been limited capacity within these boards to develop and coordinate the covenant work – not least as a result of ‘involved people’, both military and civilian, moving on. To respond to this a bid was made to employ a covenant officer across both boards to develop covenant work across the geographical county, with the aim of improving the lives of the armed forces community past and present. Our bid was successful and in February of this year Vikki Barr joined our staff as the Covenant Development Officer. She will be employed for two years to formalise and drive the Action Plan which will reflect the main project aims. Vikki is line-managed by Sarah Ferguson. The county will see an increase in its serving population as Bassingbourn and RAF Wyton expand. The Future Accommodation Model, in which military families will be encouraged to move away from Military housing and live in private rented or own their own properties, will also disperse serving families even more making it harder for them to counted in the current statistics. Our schools have a total of 891 service children attending (2018/2019) over 159 different schools.
Members of the Board include people with lived experience of physical disability and/or sensory impairments, representatives from voluntary organisations and representatives from statutory services such as health and social care. The role of the Board is to enable the voice of those with a physical disability and/or sensory impairments to be heard and to work together to ensure the highest quality and best value services for people locally.

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<td>Representative for 2018/19:</td>
<td>Councillor M Howell (Con)</td>
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Report by Representative

Councillor Howell

Cambridgeshire County Council believes that everybody who lives in Cambridgeshire has the right to be involved in the Council decisions that affect their daily lives. Each Board’s role is to support and improve social care by including the people who use the services (service users) in their design, delivery and evaluation. Each Partnership Board is made up of:

- Service user representatives
- Voluntary sector service providers
- Statutory services such as health and social care

The Boards aspire to have 50% of members who are service users and for a service user representative to be the Chairperson. The board has been an excellent conduit in listening to Service Users and what actually affect them. Equally the network of providers is extensive and the Chairman of Adult Social Committee and I will be meeting with them next week.
RECAP BOARD

Background
RECAP (Recycling in Cambridgeshire & Peterborough) is a partnership of authorities across Cambridgeshire & Peterborough working together to provide excellent waste and recycling services to meet local needs. The RECAP Board is the Member level group of this partnership.

Information
- No. of representatives: 1
- Meetings per annum: 4
- Approved by: Highways & Community Infrastructure Committee
- Guidance Classification: Other Public Body Representative
- Representative for 2018/19: Councillor M Shuter (Con)
  Councillor W Hunt (Con) (sub)

Report by Representative
Councillor Shuter
The Cambridgeshire & Peterborough Waste Partnership RECAP Board meets between 4-6 times per year and manages the relationship and cooperation between the District councils who are the waste and recycling collection authorities, and the County Council who is the disposal authority and manages the recycling centres.

It was founded in 1999 to provide local communities with information to encourage recycling and reduce waste, it also helps with procurement and joint waste contracts and to encourage consistent service delivery across the area.
Background

Provides financial assistance towards educational projects within the village community, both to individuals and organisations.

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Representative for 2018/19: Councillor P Topping (Con)

Report by Representative

Councillor Topping

The Trust continues to meet to consider requests and to allocate funds to support education for Shepreth. This consists of two streams of work – the first being requests from schools for funds to meet needs that otherwise would be difficult to support. This has included providing training for teaching staff on addressing mental health issues in young people. The second is dealing with requests from individual families seeking support for children in education, to purchase equipment such as a laptop for example. The Trust liaises closely with the schools in the area to which Shepreth children attend. It is gratifying when the Trust receives notes of thanks from young people that it has been able to support.
Background
Charity providing sport for the local community.

Information
No. of representatives: 1
Meetings per annum: 4
Approved by: Communities & Partnership Committee
Guidance Classification: Unincorporated Association Member
Representative for 2018/19: Councillor M Goldsack (Con)

Report by Representative
Councillor Goldsack
I have attended two meetings of the group and have seen significant improvement to the premises and operation in the period. Investment has been made in converting a squash court to a studio that can be used for events, such as was used for the Soham Station presentation by British Rail. The group remains in good financial order but faces challenges moving forward. They are engaged with ECDC officers to assist but hopefully the long term future of SDSA remains ambitious and reflects the needs of a fast growth area.
SOHAM MOOR OLD GRAMMAR SCHOOL FUND

Background
Charity promoting the education of young people attending Soham Village College who are in need of financial assistance or to providing facilities to the Village College not normally provided by the education authority. Biggest item of expenditure tends to be to fund purchase of books by university students.

Information
No. of representatives: 1
Meetings per annum: 2
Approved by: Children & Young People Committee
Guidance Classification: Unincorporated Associate Member
Representative for 2018/19: Councillor M Goldsack (Con)

Report by Representative
Councillor Goldsack
There has only been one meeting since my inclusion on this committee, which regretfully I was unable to attend. I understand from the secretary that the fund remains solid and focussed with a key meeting due next. Further updates can be given after this.
Background

The masterplan project has been developed by the Board of Cambridgeshire and Peterborough Combined Authority to ensure that the market towns in Cambridgeshire are all interconnected in an overall plan that supports the region’s future prosperity. Governance arrangements have been established to achieve collective community ownership of the St Neots Masterplan for Growth, responsibility for delivery of masterplan initiatives, and as a vehicle to oversee future iterations of the masterplan itself. This is made up of representatives from public, private and third sectors.

Information

No. of representatives: 1
Meetings per annum: -
Approved by: Economy & Environment Committee
Guidance Classification: Other Public Body Representative
Representative for 2018/19: Councillor I Gardener (Con)
Councillor D Wells (Con) (sub)

Report by Representative

Councillor Gardener

The vision for St Neots is a sub-regional manufacturing dynamo, a town that interacts with neighbouring towns and cities as part of a balanced economic system, where local people work in local jobs and enjoy a vibrant and well-connected town with a thriving centre.

Is looking at Rejuvenating St Neots Town Centre, work already in progress is a new River Footbridge and revitalising the Riverside Area, Installing new street furniture and building the wider economy by Infrastructure i.e. “Smart Town” a Transport Study Commissioned by Cambridgeshire County Council for the Town Centre and spine roads. Ensuring a skilled labour force by working with St Neots Manufacturing Group and IMET as well as undertaking a Business Needs Survey.

The key objectives for 2019 and beyond are:-

- A major redevelopment of the Riverside/Priory Quarter to make maximum use of the Riverside location.
- To ensure supply of innovation and manufacturing premises to retain and attract businesses to St Neots.
- To investigate options for marketing St Neots as a Prime Business Location within the OxCam Arc
- To further develop work on skills to ensure a skilled labour force is available and residents have the opportunities to work locally.
- To improve transport and digital infrastructure links in and to/from St Neots i.e. future bus provision and the Cam Metro
- To develop further St Neots as an “Events” destination for both local people and the wider area, including theatre, concerts, art etc.
ST NEOTS MUSEUM MANAGEMENT COMMITTEE

**Background**

Provides advice and management support to St Neots Museum for the benefit of the local community.

**Information**

- No. of representatives: 1
- Meetings per annum: 2
- Approved by: Highways & Community Infrastructure Committee
- Guidance Classification: Other Public Body Representative
- Representative for 2018/19: Councillor D Wells (Con)

**Report by Representative**

Councillor Wells

I am the County Council’s representative on the management committee for the St Neots Museum. The museum is very active in organising exhibitions and outside events illustrating the history of St Neots and surrounding villages. These include a current art exhibition focussed on the new A14 development and a planned summer English Civil War event. The museum’s engagement with toddlers, schools and adult groups (e.g. a Dementia Group), dovetails strongly with the County Council’s wider communities and partnership agenda. This year it is preparing a National Lottery Heritage Fund (NLHF) expression of interest for a major expansion, including more outreach to difficult to reach groups and areas of deprivation in St Neots and district.
THIS LAND BOARD OF DIRECTORS

Background

This Land is a development business established with the aim of offering a new approach to development, that is much more customer and community focused than the traditional UK house builder model.

Information

| No. of representatives: | 1 |
| Meetings per annum: | 12 |
| Approved by: | Commercial & Investment Committee |
| Guidance Classification: | Company Director (the Councillor is one of two Non-Executive Directors on this Board (the other being an officer) as shareholder representative) |
| Representative for 2018/19: | Councillor R Hickford (Con) |

Report by Representative

Councillor Hickford

This Land has acquired 26 sites in Cambridgeshire since April 2018. 24 of these sites were from the land holdings of CCC for an amount of £67m. CCC achieved best consideration on the sites sold as demonstrated by the independent valuations. The acquisitions were financed through loans from CCC, from which the Council has earned over £2.5m in interest to date, and will generate in excess of £4.5m interest income annually in future years. These developments are predicted to add 1,700 homes in Cambridgeshire over the next 7-8 years subject to the planning process. This Land is due to complete on an additional site purchase from CCC in early April 19 amounting to £13.2m adding an additional 150 homes. A number of independent non-executive directors have been appointed to the Board which have been ratified by Commercial and Investment Committee. This included the appointment of an independent Chair of the Board, Steven Norris, where the Committee undertook the role of the appointment panel.
THOMAS SQUIRE CHARITY

Background

The charity’s policy is to give grants to students entering further education for up to four years and one off grants for tools and other equipment to those starting apprenticeships or work training on the job. The area it covers is the ancient parishes of Elm, Emneth and Friday Bridge with Coldham. The charity only gives grants up to the age of twenty five.

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<td>Representative for 2018/19:</td>
<td>Councillor S Hoy (Con)</td>
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Report by Representative

Councillor Hoy

I have not participated in any meetings or received any correspondence from Thomas Squire Charity.
### Background

The Traffic Penalty Tribunal is an independent tribunal whose impartial, independent Adjudicators consider appeals by motorists and vehicle owners whose vehicles have been issued with penalty charges, removed or towed away or immobilised by a Council in England or Wales (excluding London) that enforces parking contraventions under the Traffic Management Act 2004.

### Information

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**Representative for 2018/19:**
- Councillor M McGuire (Con)
- Councillor A Taylor (LD) (sub)

### Report by Representative

Councillor McGuire
Parking Tribunal is a non-event.
**TRIGG’S CHARITY (MELBOURN)**

**Background**

Trigg’s Charity provides financial assistance to local schools / persons for their educational benefit.

**Information**

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**Report by Representative**

Councillor van de Ven

The Trigg’s Charity provides valuable support to local schools for things they can't afford but which make a key difference to their pupils, and often pupils with extra needs. They meet only once per year and I am not always able to make the meeting, but interact at all opportunities by email and phone. As County Councillor within the Trigg’s catchment, I feel I have a special opportunity to help make useful connections.
VISIT CAMBRIDGE AND BEYOND
DESTINATION MANAGEMENT ORGANISATION BOARD OF DIRECTORS

<table>
<thead>
<tr>
<th>Background</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>This is a new delivery mechanism led by Cambridge City for the future provision of tourism services in Cambridge and the surrounding area.</td>
<td>No. of representatives: 1</td>
</tr>
<tr>
<td>Governance: It is to be governed by a Board of Directors.</td>
<td>Meetings per annum: 12</td>
</tr>
<tr>
<td>Representation: The representation includes one councillor appointment to the full board from Cambridge City, South Cambridgeshire District Council (SCDC) and Cambridgeshire County Council.</td>
<td>Approved by: Economy &amp; Environment Committee</td>
</tr>
<tr>
<td></td>
<td>Guidance Classification: Regulated Director</td>
</tr>
<tr>
<td></td>
<td>Representative for 2018/19: Councillor M Shuter (Con)</td>
</tr>
</tbody>
</table>

Report by Representative

Councillor Shuter
This board meets approximately 6 times a year and was spun out of Cambridge City Council’s and South Cambridgeshire District Council’s responsibilities (non-statutory) to manage tourism and its pressures and benefits in Cambridge and beyond. It provides tours and tourist information and works closely with Cambridge BID and others across the area to promote tourism.
WARBOYS BOARD SCHOOL TRUST FUND

Background

To make grants to the village school, youth groups and individuals for educational purposes. Applicants should reside within the parish boundary of the village of Warboys,

Information

No. of representatives: 1
Meetings per annum: 3
Approved by: Children & Young People Committee
Guidance Classification: Unincorporated Association Member
Representative for 2018/19: Councillor T Rogers (Con)

Report by Representative

Councillor Rogers
I have never attended a meeting or received an invitation to attend.
WARBOYS LANDFILL SITE LIAISON GROUP

**Background**

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

**Information**

<table>
<thead>
<tr>
<th>No. of representatives:</th>
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<tbody>
<tr>
<td>Meetings per annum:</td>
<td>1-2</td>
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<tr>
<td>Approved by:</td>
<td>Economy &amp; Environment Committee</td>
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<tr>
<td>Guidance Classification:</td>
<td>Other Public Body Representative</td>
</tr>
<tr>
<td>Representative for 2018/19:</td>
<td>Councillor T Rogers (Con)</td>
</tr>
</tbody>
</table>

**Report by Representative**

Councillor Rogers

In two years I have attended three actual meetings, which has proved beneficial to all parties concerned. Especially as the operators of the site have just submitted a planning application for an extension which includes the installation of a large bio-mass burner. As a result, I represented the village at the planning meeting and am still involved in the subsequent fallout of the decisions taken. The next hurdle will involve discussions with the Environment Agency and local residents.
BACKGROUND

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

INFORMATION

<table>
<thead>
<tr>
<th>Details</th>
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<tbody>
<tr>
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<td>Approved by: Economy &amp; Environment Committee</td>
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<tr>
<td>Guidance Classification: Other Public Body Representative</td>
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<tr>
<td>Representative for 2018/19: Councillor A Bradnam (LD)</td>
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</tr>
</tbody>
</table>

REPORT BY REPRESENTATIVE

Councillor Bradnam

It is very important for the County Council to have a representative on the Liaison Group. Over the last year, the operator submitted an application to install an Energy from Waste facility on the site, which the Planning Committee refused on grounds of landscape impact and harm to heritage assets. The applicant has recently submitted an appeal to the Secretary of State. As a member of the Minerals and Waste Planning Committee it has been extremely useful to have the benefit of Planning Committee briefings when attending the Liaison meetings, to sometimes raise awareness of issues to the operator and to help members of the liaison group understand the background the matters of concern. Equally it has been useful to be able to feed-back matters raised at the Liaison meeting to the parish council.
WHITEMOOR DISTRIBUTION CENTRE, MARCH (NETWORK RAIL)

Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

Information

- No. of representatives: 1
- Meetings per annum: As required
- Approved by: Economy & Environment Committee
- Guidance Classification: Other Public Body Representative
- Representative for 2018/19: Councillor S Count (Con)

Report by Representative

Councillor Count

This group was formed during the delivery phase of this substantial project and kept going to deal with issues post commissioning. This group has not met for over two years now and is no longer necessary. Any future issues could be picked up as part of normal business.
WISBECH COMMUNITY DEVELOPMENT TRUST

Background
A charity organisation, set up in November 2001, to manage the Oasis Community Centre. The new Centre was built in March 2005 and is available to the whole community.

The Trust is made up of 13 Trustees, 9 of these are local residents and 4 are representatives from strategic organisations, one from Fenland District Council (FDC), NHS, College of West Anglia (CWA) as well as one from Cambridgeshire County Council. The Trustees employ staff to do the day-to-day running of the Centre and oversee that this happens to the benefit of the community.

Information
No. of representatives: 1
Meetings per annum: To be agreed
Approved by: Communities & Partnership Committee
Guidance Classification: Trustee of a Charity and Company Director
Representative for 2018/19: Councillor S Tierney (Con)

Report by Representative
Councillor Tierney
The primary work of this committee is to oversee the management and running of the Oasis Centre in the Waterlees Ward of Wisbech. The Centre is an important facility for one of the most deprived (at least, on paper) wards in the country and also serves the wider Town of Wisbech. The Committee functions well and is assisted by very able staff who are delivering the services in a competitive environment with some success. Concerns about the financial direction have been mitigated by moving to a more commercial way of thinking.
WOODHATCH FARM WASTE RECYCLING SITE LIAISON GROUP (ELLINGTON)

Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

Information

<table>
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<td>Meetings per annum:</td>
<td>As required</td>
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<td>Approved by:</td>
<td>Economy &amp; Environment Committee</td>
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<tr>
<td>Guidance Classification:</td>
<td>Other Public Body representative</td>
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Representatives for 2018/19:
- Councillor P Downes (LD)
- Councillor I Gardener (Con)

Report by Representative

Councillor Downes
I have not been contacted by this Group.

Councillor Gardener
I have not been invited to a meeting this year. Therefore, I am unable to provide a report.
Background

WREN is a not-for-profit business that helps benefit the lives of people who live close to landfill sites by awarding grants for community biodiversity and heritage projects.

Information

<table>
<thead>
<tr>
<th>No. of representatives:</th>
<th>1</th>
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<tbody>
<tr>
<td>Meetings per annum:</td>
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<td>Guidance Classification:</td>
<td>Trustee of a Charity</td>
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<tr>
<td>Representative for 2018/19:</td>
<td>Councillor D Giles (Ind)</td>
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