

**SHEFFIELD CITY REGION COMBINED AUTHORITY**

**THE AMP TECHNOLOGY CENTRE, WAVERLEY, ROTHERHAM, S60 5WG**

**MINUTES OF THE MEETING HELD ON 30 OCTOBER 2017**

PRESENT:

Councillor Tricia Gilby, Chesterfield BC (Chair)

Councillor Jim Andrews BEM, Barnsley MBC  
Councillor Graham Baxter MBE, North East Derbyshire DC  
Councillor Julie Dore, Sheffield CC  
Councillor Simon Greaves, Bassetlaw DC  
Mayor Ros Jones CBE, Doncaster MBC  
Councillor Chris Read, Rotherham MBC  
Councillor Lewis Rose OBE, Derbyshire Dales DC  
Councillor Ann Syrett, Bolsover DC

Councillor Chris Furness, Derbyshire Dales  
Councillor Simon Spencer, Derbyshire CC  
Sir Nigel Knowles, SCR LEP Chair  
Fiona Boden, SCR Exec Team  
Huw Bowen, Chesterfield BC  
Steve Davenport, SYPTE  
Mel Dei Rossi, SCR Exec Team  
Andrew Frosdick, Monitoring Officer  
Andrew Gates, SCR Exec Team  
Lee Hickin, Bolsover DC  
Sharon Kemp, Rotherham MBC  
Mark Lynam, SCR Exec Team  
John Mothersole, Sheffield CC  
Jo Miller, Doncaster MBC  
Andrew Shirt, Joint Authorities Governance Unit  
Dave Smith, SCR Exec Team  
Neil Taylor, Bassetlaw DC  
Diana Terris, Clerk / Barnsley MBC  
Mike Thomas, SCC / SCR Exec Team  
Eugene Walker, S.151 Officer  
Lyndsey Whitaker, SCR Exec Team

Apologies for absence were received from Councillor S Houghton CBE, R Adams and C Tyler

1 APOLOGIES

Members' apologies were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was confirmed that voting rights could not be conferred on non-Constituent Members in respect of agenda item 11 – 'Devolution/Mayoral Election' as this matter regards the constituent Local Authorities only.

It was agreed that there were no additional agenda items for which the non-Constituent Members should not have full voting rights.

6 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

None received.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None received.

8 RECEIPT OF PETITIONS

None received.

9 PUBLIC QUESTIONS

The Monitoring Officer reported that one question had been received from Mr Nigel Slack. Mr Slack had asked the Combined Authority (CA):

"With the clear conflict of interest between his position as Chair of the Combined Authority and his advocacy for the 'One Yorkshire' devolution proposals, will the CA insist that Councillor Houghton resign his role as Chair and elect a new Chair for the period up to the Mayoral Election?"

The Monitoring Officer replied that Councillor Houghton had informed him of his intention to resign from the role as CA Chair at the CA meeting arranged for 11<sup>th</sup>

December 2017. The appointment of a new CA Chair would then be agreed at the CA meeting scheduled for 29<sup>th</sup> January 2018.

It was noted that a written reply would be sent to Mr Slack after today's meeting.

10 MINUTES OF THE CA MEETINGS HELD ON 11TH AND 18TH SEPTEMBER

RESOLVED – That the minutes of the CA meetings held on 11<sup>th</sup> and 18<sup>th</sup> September 2017 were agreed to be an accurate record of the meetings.

11 DEVOLUTION/MAYORAL ELECTION

A report was received informing the CA that an election date was presently set in legislation for the 3<sup>rd</sup> May 2018. The Combined Authority (CA) now had a legal duty to appoint a Combined Authority Returning Officer (CARO).

It was noted that, in law the CARO is personally and independently responsible for the conduct of the election and must plan and prepare on the basis of the current legal position. The appointment was required at this time to provide sufficient time for the CARO to safely plan and to make all the necessary arrangements for the election with the minimum of risk.

The CA were made aware that, in seeking this decision it was not intended to imply a settled policy position within the CA over the issue of the Mayoral Election. It continued to be the case that the Constituent Members of the CA are divided between those who wish the election to go ahead and those who do not. The CARO is nevertheless required to plan and prepare for an election so long as this remains the legal position. Should the election be deferred then the CARO would act accordingly.

In assisting to manage the overall costs of the election and consistent with local practice in local elections, it was recommended that the CARO does not attract a fee for the conduct of the election.

Councillor Andrews requested a recorded vote be taken on the recommendations set out within the report. Mayor Jones seconded Councillor Andrews' request for a recorded vote.

The Monitoring Officer advised Members that, for the request to be moved, and in accordance with the requirements of procedural Standing Order 15.1 (d), three Members were required to support Councillor Andrews' request for a recorded vote.

Following discussion, the recommendations were put to a vote by show of hands. Two Constituent Members voted in favour of the recommendations; no Constituent Members voted against the recommendations and two Constituent Members abstained from voting.

The recommendations were therefore approved.

RESOLVED – That the Combined Authority:-

1. Appoint the Combined Authority's Head of Paid Service, as the Combined Authority Returning Officer (CARO) in respect of the Sheffield City Region Combined Authority Mayoral Election.
2. Agreed that no fee is payable to the CARO in fulfilling their role.

## 12 Q2 FINANCE REPORT

A report was received updating Members on the position of the CA's revenue budgets and Capital Programme as at the end of Quarter 2, 2017/18.

The report highlighted that there was a need for the Authority to identify any funding available to support the costs of the Mayoral Election from its reserves, without affecting the Authority's ability to meet ongoing expenditure and to cover its financial risks.

A number of budget variations were also recommended within the paper, which were noted and agreed by Members.

RESOLVED – That the Combined Authority:-

1. Noted the contents of the paper, including:
  - Forecast drawdown on unallocated reserves of £655k to support CA/LEP activity;
  - Forecast revenue budget underspend of £1.2m on SYPTE activity;
  - Forecast CA/LEP Capital Programme underspend of £23.6m against approved budget; and
  - Forecast underspend of £541k on the Local Transport Capital Programme.
2. Agreed the budget variation recommendations summarised in section 2 of the report.
3. Noted that further approvals for project level capital expenditure were sought within the 'Programme Approvals' report on today's agenda.

## 13 17/18 LGF PROGRAMME PERFORMANCE POSITION AT Q2

A report was received to provide the CA with an overview of the Local Growth Fund performance position as at Quarter 2 and sought Members approval to a range of actions to mitigate the risk of in-year slippage of the programme.

The report highlighted actions which would be recommended to the LEP Board to help address two significant problems:

- The over-commitment of the programme over its life, which peaks at £34.29m by 2020; and
- The 2017/18 in-year forecast underspend and the potential associated loss of grant.

RESOLVED – That the Combined Authority:-

1. Considered and approved delegated Authority to the Head of Paid Service, in conjunction with the Section 73 Officer to approve the requested changes and enter into the contractual arrangements required as a result of the approvals. Noting that this would be considered on a case by case basis when actions to reduce the over commitment and over programming are confirmed by each Authority.
2. Noted that the LEP Board would be asked to consider and approve publishing an open call for a reserve pipeline of projects which could deliver in the short to medium term.

## 14 FINANCIAL APPROVALS

A report was presented confirming and seeking endorsement of the CA Financial Approvals which had progressed through the Appraisal Framework.

RESOLVED – That the Combined Authority:-

### 1. Change Requests

- 1.1 Considered and approved the category 1 to category 4 changes as detailed in Appendix A to the report.
- 1.2 Considered the category 5 changes and approved delegated authority for the Head of Paid Service and Chief Financial Officer to approve individual change requests on a case by case basis, subject to satisfactory resolution to the over programming and over commitment of the programme.

### 2. Business Case Approvals

- 2.1 Considered and approved progression of Worksop Site Delivery – Phase 2a Mantonwood to Full Approval and Award of Contract at a cost of £1.246m to the SCR CA, subject to the conditions set out in the Appraisal Panel Summary Table attached at Appendix B to the report.
- 2.2 Considered and approved progression of Knowledge Gateway to Full Approval and Award of Contract at a cost of £4.115m to the SCR CA, subject to the conditions set out in the Appraisal Panel Summary Table attached at Appendix C to the report.

### 3. Housing – SCR Pilot Housing Fund

- 3.1 Considered and approved the Housing Fund mirroring the arrangements in operation for the Business Investment Fund with a delegated approval to Statutory Officers (or delegates) of up to £2m per individual investment.
- 3.2 Noted that the membership of the Housing Advisory Board would be reported to a future meeting of the Combined Authority.

4. Access Fund for Sustainable Travel

4.1 Considered and approve entering into the contractual arrangements required to deliver the Access Funds for the Sustainable Travel Programme.

5. Delegated Authority

5.1 Considered and approved delegated Authority to the Head of Paid Service, in conjunction with the Section 73 Officer, to enter into the contractual and financial arrangements required as a result of the above approvals.

15 HEALTH LED EMPLOYMENT TRIAL GRANT ACCEPTANCE

A report was presented requesting approval from the CA to accept £7.558m from the Work and Health (DWP / Dept. of Health) Innovation Fund. The report also recommended that the CA approve the entering into of a Partnership Agreement with NHS Sheffield Clinical Commissioning Group (CCG) in order for them to procure and contract the appropriate provider(s) to deliver the SCR Health Led Employment Trial on behalf of the CA.

Members noted that the Sheffield City Region was one of only two city regions that had been awarded such funding and as such, the trial would be part of national evaluation.

RESOLVED – That the Combined Authority:-

1. Delegate authority to the Chief Financial Officer to accept the Innovation Funding from the Work and Health Unit, subject to due diligence on any conditions of award.
2. Delegate responsibility to the Head of Paid Service to mobilise the SCR Health Led Employment Trial and to agree the appropriate terms with suppliers and to enter into the necessary contractual arrangements required to deliver the trial within the available funding.
3. Approve the establishment of and entering into of a Partnership Agreement with Sheffield Clinical Commissioning Group (CCG) in order for the SCR Health Led Employment Trial to be procured as an NHS contract, as stipulated by the Work and Health Unit on terms to be agreed by the Head of Paid Services.

16 TRANSPORT STRATEGY REFRESH

A report was presented seeking approval from the CA on the draft SCR Transport Strategy in preparation for statutory consultation.

Members were reminded that the Transport Act and Local Transport Act 2008 placed a statutory obligation on the CA to produce a Local Transport Plan. The refreshed Transport Strategy would form part of the Local Transport Plan for the SCR.

Following public consultation the Transport Strategy would be further refined. The refreshed Transport Strategy was currently scheduled for publication in April 2018, with adoption by the SCR CA thereafter.

Members' requested a minor number of changes within the draft Transport Strategy; these were acknowledged by Officers.

RESOLVED – That the Combined Authority:-

1. Approves the draft SCR Transport Strategy for consultation, subject to minor amendments requested by Members' at today's meeting.
2. Commits to undertake a 12-week public consultation on the Draft Transport Strategy.

#### 17 ONE PUBLIC ESTATE & LAND RELEASE FUND: FUNDING BID PROPOSAL

A report was submitted requesting the Combined Authority to approve the submission of a bid from the Sheffield City Region (SCR) to the national One Public Estate (OPE) programme for a minimum of £681,000 and to the DCLG Land Release Fund for a minimum of £950,000.

Members were informed that the final details of the bid content and partners in the bid were still being finalised up to the submission date.

A summary of the SCR projects currently receiving OPE funding along with a full list of the potential bid schemes were noted by Members.

RESOLVED – That the Combined Authority:-

1. Considered and endorsed the outline bids from Sheffield City Region partners in response to the latest round of national funding for One Public Estate and the Land Release Fund.
2. Delegate approval for sign off of any final bid document to the Head of Paid Service and Chief Finance Officer of the Combined Authority.
3. Approve delegations to the Head of Paid Service, such that if approved the bid can be operationalised including to contract with third parties for the delivery of all approved One Public Estate and Land Release Fund activity included in the SCR bid.

#### 18 DELEGATED AUTHORITY REPORT

A report was presented updating the CA on delegations made in CA approved recommendations that have been acted upon in the last period.

RESOLVED – That the Combined Authority note the contents of the report providing confirmation of decisions made under CA delegation that have been acted upon in the last period.

19 EGM OF SYITA PROPERTIES LTD SHAREHOLDER - TO APPROVE COMPANY WIND UP

A report was presented outlining the need for the CA in its capacity as Shareholder of SYITA Properties Ltd to convene an extraordinary general meeting to resolve to wind up the company.

RESOLVED – That the Combined Authority adjourned its meeting in order to convene a Shareholders extraordinary meeting and at that meeting resolved to put the company SYITA Properties Ltd into voluntary liquidation.

CHAIR