

**SHEFFIELD CITY REGION COMBINED AUTHORITY**

**ROTHERHAM TOWN HALL**

**MINUTES OF THE MEETING HELD ON 22 JUNE 2015**

PRESENT:

Councillor Sir Steve Houghton CBE, Barnsley MBC  
Councillor Roy Allan, Nottinghamshire CC  
Councillor Graham Baxter MBE, North East Derbyshire DC  
Councillor John Burrows, Chesterfield BC  
Councillor Julie Dore, Sheffield CC  
Councillor Simon Greaves, Bassetlaw DC  
Councillor Glyn Jones, Doncaster MBC  
Councillor Ron Mihaly, Derbyshire CC  
Councillor Chris Read, Rotherham MBC  
Councillor Lewis Rose OBE, Derbyshire Dales DC  
Councillor Ann Syrett, Bolsover DC

Julie Kenny CBE, Rotherham MBC  
James Newman, SCR Local Enterprise Partnership  
Karl Battersby, Rotherham MBC  
Huw Bowen, Chesterfield BC  
Peter Dale, Doncaster MBC  
Andrew Frosdick, Monitoring Officer  
David Hewitt, SCR LEP  
Julie Kenny CBE, Rotherham MBC  
Wes Lumley, Bolsover DC / NE Derbyshire DC  
Anthony May, Nottinghamshire CC  
John Mothersole, Sheffield CC  
Ben Still, SCR Executive Team  
Neil Taylor, Bassetlaw DC  
Diana Terris, Clerk / Barnsley MBC  
Craig Tyler, Joint Authorities Governance Unit  
Eugene Walker, S151 Finance Officer  
Fiona Boden, Sheffield City Region Executive Team  
Julie Hurley, SYPTE  
Andrew Gates, SCR Executive Team  
Apologies for absence were received from Councillors Mayor R Jones, A Rhodes and A Western

The meeting was opened by the Clerk to the Authority.

1 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was agreed that no agenda items require voting rights to be confirmed on non-constituent Members

2 APPOINTMENT OF CHAIR AND VICE CHAIR

Nominations for the Chair and Vice Chair were invited.

Cllr Burrows nominated Cllr Houghton for the Chair of the Combined Authority. This nomination was agreed by the members present.

Cllr Houghton nominated Cllr Burrows for the Vice Chair of the Combined Authority. This nomination was agreed by the Members present.

RESOLVED:

1. That Cllr Sir Houghton CBE is appointed Chair of the SCR Combined Authority for the forthcoming year (2015/16)

2. That Cllr John Burrows is appointed Vice Chair of the SCR Combined Authority for the forthcoming year (2015/16)

Cllr Houghton assumed the Chair of the meeting

3 APOLOGIES

Members apologies were noted as above.

4 ANNOUNCEMENTS

No announcements were noted.

5 URGENT ITEMS

No urgent agenda items were requested.

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

None.

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

No declarations of interest were noted.

8 REPORTS FROM AND QUESTIONS BY MEMBERS

No reports of questions from Members were raised.

9 RECEIPT OF PETITIONS / PUBLIC QUESTIONS

None.

10 MINUTES OF THE MEETING OF THE SCR COMBINED AUTHORITY HELD ON 15TH MAY 2015

It was noted that the previous minutes omitted to reference the apologies of J Newman (LEP Chair)

RESOLVED - that the minutes of the meeting of the Combined Authority held on 15th May are agreed to be an accurate record of the meeting.

11 GOVERNANCE AND ASSURANCE - REFINED PROPOSAL TO STRENGTHEN SHEFFIELD CITY REGION'S GOVERNANCE

Further to the outline papers presented at previous meetings, Members were presented with a report detailing the intended proposals to strengthen the City Region's governance arrangements.

It was reported that since the previous submission, the SCR Chief Executives have proposed that an additional two Executive Boards should be established focused on Housing and Transport. This reflects the widening of the Executive Boards' proposed remit to focus on strategy and policy development, as well as the delivery of our Growth and Devolution Deals.

Summary portfolios for the 5 proposed Boards were presented for discussion and agreement.

Members were further advised of a proposal to conserve 'dual key' accountability provisions by means of all Board delegations residing with both the lead Chief Executive(s) for that theme and the SCR's Head of Paid Service.

It was noted that the Boards' logistical requirements were due to be considered in detail. This will accord the Boards with the 6 weekly meeting cycles, culminating with the meeting of the Combined Authority and at which the Boards' decisions will be presented for endorsement and challenge.

It is proposed to convene Combined Authority and LEP Board meetings on the same day.

Revised meeting timetables will be circulated in due course.

J Newman thanked Members for their confidence in the private sector and welcomed the inclusion of private sector LEP members on the Executive Boards.

RESOLVED, that the Combined Authority Members (with report references):

1. Agree the proposed structure of the Executive Boards (paragraph 3.2, Figure 1) and their proposed respective broad portfolios (paragraph 3.5, Table 1).

2. Agree that the Executive Boards should be focused on the delivery of our current Growth and Devolution Deals, in addition to the development of policy and strategy for the City Region (paragraph 3.4).
3. Agree the high level, broad remits that will be used to form the terms of reference for the Executive Boards (paragraph 3.6, Annex A).
4. Agree the proposed lead Member and officers for the different Executive Boards and the Chair and Vice Chair of the Combined Authority (paragraph 3.7, Annex B).
5. Agree that delegations from the Combined Authority to the Executive Boards should reside with the lead Chief Executive(s) and the SCR Head of Paid Service, in consultation with the other members of the Executive Boards (paragraph 3.9).

## 12 GOVERNANCE AND ASSURANCE - SCR ASSURANCE FRAMEWORK UPDATE

Members were advised that the proposed changes to the governance structure of the Sheffield City Region (SCR) need to be reflected in our Assurance Framework.

It was noted that the document has been updated to reflect the evolution of the proposed model (discussed under the previous agenda item) and the establishment of a single end-to-end programme management lifecycle process for all SCR investments.

The updated document was presented to Members at Annex A to the main report.

RESOLVED, that the Combined Authority Members approve the updated Assurance and Accountability Framework.

## 13 SCHEME OF DELEGATIONS TO THEMATIC EXECUTIVE BOARDS

Members were presented with a report focusing on the proposed constitutional changes required to implement changes to decision making responsibility within the Combined Authority through the operation of five Thematic Executive Boards in accordance with principles approved by the Authority elsewhere by way of the 2 previous agenda items.

Appended to the report was the proposed amendment for the Sheffield City Region Combined Authority Constitution to take account of these proposed changes (at APPENDIX A).

It was confirmed that inception meetings for the various Boards will now be arranged to consider next steps in more detail.

RESOLVED - that the Combined Authority Members:

1. Give formal approval to the Scheme of Delegations to Executive Boards contained in Appendix A to the report and note that appropriate amendments are to be made to the Constitution of the Authority.
2. Instruct further discussions take place between relevant officers and the newly constituted Boards to refine their detailed operating arrangements and any more specific documentation of their Terms of Reference.
3. Note that in reference to the previous resolution, further reports will be provided to the Authority to revise the terms of Reference of any Board.
4. Note that the Terms of Reference of the Transport Committee are to be reviewed in the light of the role of the new Transport Board.

#### 14 RAIL COLLEGE

A report was presented to update Members in respect of the development of the rail college.

The report noted considerable progress made to date and confirmed that the next stage in the process will see the development of a business case and a joint bid to Government (BIS/SFA) and the Combined Authority for the capital costs required to build the college. This application, which is being co-ordinated by the overall college project manager from HS2 Ltd., will constitute a single application for both identified central BIS funding and LEP allocations.

Members were advised that as part of the SCR Growth Deal 2 allocation, a skills capital allocation for the rail college was notionally awarded. However, it was noted that the final decision on this Growth Deal 2 allocation is not expected until the Autumn approval for a commitment of £6 million to be included in the business plan and capital application due to be submitted to government on July 16<sup>th</sup> is therefore being sought.

Members expressed concern that the government has changed its stance on how the college will be funded and introduced the requirement for the Combined Authority to act as a financial backstop. It was suggested that lessons can be learnt from this situation and caution needs to be observed in the future to protect the Combined Authority's finances from the 'fragility of funding promises' and the risk to funding other priority initiatives.

E Walker agreed that this was not ideal position to be in and drew Members' attention to recommendation 2 which instructs officers to continue to press the Department for Business Innovation and Skills for a rationalised approach to the funding of this project.

J Newman noted how the private sector holds similar concerns to the Members and agreed that BIS needs to reaffirm their funding commitment to the project. It was asked whether Birmingham is in the same position as Doncaster.

RESOLVED, that the Combined Authority Members:

1. Confirm continued support for the National College of High Speed Rail (NCHSR) in the SCR.
2. Instruct officers to continue to press the Department for Business Innovation and Skills for a rationalised approach to the funding of this project and the CA's Local Growth Fund allocations.
3. Confirm a commitment of £6m of SCR capital to the NCHSR business plan (and associated funding application) which is due to be submitted to the department for Business Innovation and Skills in July 2015 and agreed by autumn 2015.
4. Agree that a single appraisal process that results in the approval of the NCHSR business plan and capital application will satisfy SCR governance requirements and secure the release of the funds in line with the NCHSR delivery programme.
5. Agree that this commitment is expressed in the NCHSR capital funding application/business plan in the form of a letter from the CA chair.
6. Will receive feedback on whether Birmingham is in a similar funding position from P Dale.

15 SCR INTEGRATED INFRASTRUCTURE PLAN

Item deferred.

16 IAB RECOMMENDATIONS

A paper was provided presenting recommendations from the Infrastructure Advisory Board for Upper Don Valley business case and FARRRS phase 2 project.

RESOLVED, that the Combined Authority Members:

1. Agree the recommendation from the IAB on the Upper Don Valley to progress to Stage 1B, noting the conditions.
2. Agree the recommendation from the IAB on the FARRRS phase 2 to progress to Stage 2, noting the conditions.

17 CAPITAL PROGRAMME - RGF INVESTMENT STRATEGY

A report was presented setting out the profile of the £52m of RGF/LGF secured as part of the Growth Deal(s) and the process by which decisions will be made, and seeking endorsement of outline investment strategy for the programme and the required delegations in order to deliver this programme.

Members were advised of the proposal for operational responsibility for investment decisions to be given to a RGF Panel (consisting of the lead Chief Executive for A2F workstream, a lead elected member, at least 1 LEP board member, a delegate of the CA's s.151 officer and other individuals with relevant experience (either

drawn from the existing panel, the A2F advisory board, the Business Growth Board or otherwise)). It was confirmed that this panel will report to the Business Growth Executive Board.

RESOLVED, that the Combined Authority Members:

1. Approve the outline investment strategy (set out in Sections 4 of the report).
2. Delegate operational responsibility for investment decisions to the RGF Panel, subject to the parameters and outline investment strategy set out in this paper and subject to alignment with the broader SCR-level Governance arrangement deal with elsewhere on this agenda.
3. Agree that the CA's S151 officer 'capitalises' all eligible programme management costs incurred in the delivery of this activity, and funds those costs from the RGF capital resource.
4. Agree that the SCR Finance Directors should (a) support the development of an appraisal manual and document that sits behind this fund; and (b) review the progress of this fund 12 months after launch – and consider if changes need to be made to programme design.

## 18 SCR MARKETING STRATEGY

Members were advised that work on the development of a cohesive SCR Marketing Strategy is underway. A costed proposal will be worked up via a future meeting cycle.

## 19 CA REVENUE OUTTURN 2014/15

A paper was presented detailing the revenue outturn position for the Combined Authority and its subsidiaries over financial year 2015/16.

Members were reminded that the CA's operations are divided between South Yorkshire transport activity and the wider CA/LEP.

It was reported that before one-off adjustments, both work streams underspent against budget by c.£60k (£62k transport, £59k CA/LEP). This represents a marginal improvement on the positions reported in Q3.

After one-off adjustments designed to support budget sustainability, however, CA/LEP activity accumulated a surplus of c.£613k, whilst transport activity created a surplus of £39.7m due to the award of a second capital grant from the CA to SYPTE.

RESOLVED, that the Combined Authority Members:

1. Note the underspends on transport and CA/LEP activity
2. Note the one-off adjustments made in 2014/15 that support future moves towards budget sustainability

3. Note the ongoing work in collaboration with SYPTE and district partners to develop medium-term financial strategies for both work streams

20 WEBCASTING OF SCR COMMITTEE MEETINGS

A report was presented requesting the Combined Authority Members note plans for the continuation of webcasting of meetings of the SCR Transport Committee, Overview and Scrutiny Committee and Audit Committee.

Members also agree to facilitate the webcasting of future Combined Authority meetings, subject to the facility being operable at the AMP (the agreed venue for meetings for the next year).

RESOLVED, that the Combined Authority Members:

1. Note an initial short term extension to the current webcasting contract to align with Barnsley MBC's webcasting contract renewal date (7th August 2015) followed by a further renewal for 1 year.
2. Agree to the webcasting of Combined Authority meetings, subject to the resolution of any technical issues.

21 APPOINTMENTS TO THE SCR TRANSPORT COMMITTEE

A report was presented advising Members of the SCR districts' nominations to the Transport Committee and requesting endorsement of the nominations for the positions of Chair and Vice Chair.

Nominations (and vacancies) were confirmed as:



District	Members
Barnsley MBC	Cllr Roy Miller Cllr David Leech
Bassetlaw DC	Cllr David Pidwell
Bolsover DC	1 x vacancy TBC
Chesterfield BC	1 x vacancy TBC
Derbyshire Dales DC	1 x vacancy TBC
Doncaster MBC	Cllr Joe Blackham Cllr Bill Mordue Cllr Steve Cox
North East Derbyshire DC	Cllr Michael Gordon
Rotherham MBC	Cllr Maggie Godfrey Cllr Denise Lelliott
Sheffield CC	Cllr Terry Fox Cllr Garry Weatherall Cllr Alan Law Cllr Ian Auckland 1 x vacancy TBC

RESOLVED, that the Combined Authority Members:

1. Note the districts' nominations to the Transport Committee
2. Endorse the nomination of a Doncaster MBC Member as Chair of the Transport Committee for 2015/16 (to be confirmed by Doncaster MBC)
3. Endorse the nomination of Cllr Terry Fox (Sheffield CC) as Vice Chair of the Transport Committee for 2015/16

**22 MINUTES OF THE SCR CA TRANSPORT COMMITTEE HELD ON 8TH JUNE**

RESOLVED, that the minutes of the SCR Transport Committee held on 8th June be noted.

CHAIR