

**SHEFFIELD CITY REGION COMBINED AUTHORITY**

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

**MINUTES OF THE MEETING HELD ON 11 JUNE 2018**

**PRESENT:**

Mayor Dan Jarvis, Sheffield City Region (Chair)

Councillor Graham Baxter MBE, North East Derbyshire DC

Councillor Julie Dore, Sheffield CC

Councillor Tricia Gilby, Chesterfield BC

Councillor Simon Greaves, Bassetlaw DC

Councillor Sir Steve Houghton CBE, Barnsley MBC

Mayor Ros Jones CBE, Doncaster MBC

Councillor Ann Syrett, Bolsover DC

Fiona Boden, SCR Exec Team

Huw Bowen, Chesterfield BC

Andrew Frosdick, Monitoring Officer

Mark Lynam, SCR Exec Team

Dave Smith, SCR Exec Team

Daniel Swaine, Bolsover DC / NE Derbyshire DC

Craig Tyler, Joint Authorities Governance Unit

Eugene Walker, S.151 Officer

Steve Davenport, SYPTE

Andrew Gates, SCR Exec Team

Jayne Hampshire, SCR Exec Team

Jeni Harvey, SCR Exec Team

James Henderson, Sheffield CC

Claire James, SCR Exec Team

Felix Kumi-Ampofo, SCR Exec Team

Christine Marriott, SCR Exec Team

Mel Dei Rossi, SCR Exec Team

Mike Thomas, SCC / SCR Exec Team

Apologies for absence were received from Councillor C Read, Councillor L Rose OBE, R Adams, S Kemp, J Mothersole, J Miller, N Taylor and D Terris

Chair's Introduction

The Chair welcomed Members, officers and the members of the public present to the first meeting of the SCR Mayoral Combined Authority and noted he was looking forward to working with everybody.

1 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

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

2 APPOINTMENT OF VICE CHAIR

The Chair proposed Cllr Chris Read (Rotherham MBC) be appointed Vice Chair of the Authority.

It was noted there would be a clear distinction between the role of the Vice Chair to the Authority, and any appointed Deputy Mayor, and confirmed the Vice Chair would not be taking on any mayoral duties.

It was confirmed this distinction would be set out in the revised SCR Constitution.

RESOLVED, that Cllr Chris Read be appointed Vice Chair of the SCR Combined Authority.

3 APPOINTMENT OF ROTATIONAL MEMBERS FOR 2018/19

A report was received to inform the Authority of the second rotational Member appointments, required to ensure the Authority has a majority of constituent Members.

RESOLVED, that the Authority notes the appointment of Cllr Joe Blackham (Doncaster MBC) and Cllr Denise Lelliott (Rotherham MBC) as the second rotational Members for the 2018/19 municipal year.

4 APPOINTMENT OF AUDIT COMMITTEE MEMBERS AND INDEPENDENT PERSONS

A report was received to request the Authority notes the elected Member appointments to the SCR Audit Committee and to invite consideration of matters regarding the appointment of Independent Persons to the Committee.

The Authority was reminded of the requirement for the Audit Committee to maintain political balance based on the proportionality of the SCR's constituent area. It was therefore noted an additional seat on the Committee was to be afforded to a Liberal Democratic member and officers would be making provision for an appointment in due course.

Members were reminded of the statutory requirement to appoint at least one Independent Person to the Audit Committee and advised of the process undertaken to identify potential candidates in compliance with relevant guidance on this matter.

Members were asked to approve a proposal to remunerate the Independent Persons at a rate of £312.50 per meeting to cover for preparatory time, travelling time and meeting time. In consideration, the Authority determined to remunerate Independent Members on an annual basis, rather than a per-meeting basis, based on the assumption of 4 meetings per year and therefore totalling £1,250 per annum.

RESOLVED, that the Authority:

1. Approves the elected Member appointments to the SCR Audit Committee.
2. Approves the appointment of a further member(s) to achieve political balance.
3. Approves the appointment of Angela Marshall and Rhys Jarvis as the Independent Persons to the SCR Audit Committee, and the remuneration of £1,250 per annum, based on the assumption of 4 meetings per year.

5 APPOINTMENT OF OVERVIEW AND SCRUTINY COMMITTEE MEMBERS AND CHAIRING ARRANGEMENTS

A report was received to request the Authority notes the elected Member appointments to the SCR Overview and Scrutiny Committee, to request the Authority determines a preference for an “independent” or “appropriate” Chair of the Committee and to note the requirement to appoint an additional Member(s) to maintain political balance.

The Authority was reminded of the requirement for the Audit Committee to maintain political balance based on the proportionality of the SCR’s constituent area. It was therefore noted an additional seat on the Committee was to be afforded to a Liberal Democratic member and officers would be making provision for an appointment in due course.

In consideration of charring arrangements, the Authority expressed a preference for the appointment of an “appropriate” Chair, that being a sitting councillor representative of a different political party to the Mayor.

Members thanks the outgoing Chair, Cllr John Shephard for charring the Committee since its inception.

Members were informed a Member had expressed a willingness in-principle to consider taking on the Chair of the Committee.

RESOLVED, that the Authority:

1. Determines a preference for the appointment of an appropriate Chair of the SCR Overview and Scrutiny Committee and instructs officers to make provision for this decision in accordance with relevant legislation.
2. Approves the Overview and Scrutiny Committee membership for 2018/19

3. Approves the appointment of a further member(s) to achieve political balance.

6 APPOINTMENT OF DATA PROTECTION OFFICER

A report was received to remind the Authority that as per the General Data Protection Regulation (GDPR) which came into force on 25th May 2018, there is a requirement to formally appoint a Data Protection Officer.

RESOLVED, that the Authority appoints Stephen Davenport, Principal Solicitor and Secretary of South Yorkshire Passenger Transport Executive as an Officer of the Combined Authority and designate him the SCR Mayoral Combined Authority Data Protection Officer in accordance with the requirements of Article 37 of the General Data Protection Regulations.

7 REVIEW OF TFN NOMINATIONS

A report was received recommending the appointment of the Mayor as the SCR's representative on the Transport for the North (TfN) Board.

Cllr Dore suggested it was critical the Mayor takes on this role given TfN's new statutory body status and the need to ensure the best interests of the region are appropriately represented.

Cllr Greaves requested the importance of TfN and its plans to the SCR's non-Constituent area not be forgotten.

RESOLVED, that the Authority:

1. Appoints the SCR Mayor to the position of TfN Board member for Sheffield City Region.
2. Notes the nomination of a substitute representative is to be determined upon the conclusion of a review into governance and lead member responsibilities.

8 APOLOGIES

Apologies were noted as above.

9 ANNOUNCEMENTS

None.

10 URGENT ITEMS

None.

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

RESOLVED – that item 27 (Item 19 Appendix – Inward Investor) be received in the absence of the public and press,

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

As Leaders of their respective Local Authorities, Cllr Dore and Mayor Jones declared interests in the schemes to be considered at item 19 and 27 and took no part in the debate in respect of these items.

13 REPORTS FROM AND QUESTIONS BY MEMBERS

None received.

14 RECEIPT OF PETITIONS

The Authority was advised of the receipt of a 30 signature petition from Mr Adam Allcroft. It was noted Mr Allcroft is petitioning for the introduction of a bus service from Chapeltown to Meadowhall via Ecclesfield on the grounds that many residents of North Sheffield are unable to access Meadowhall directly by bus for work and leisure purposes.

RESOLVED, that the Authority directs officers of SYPTE to respond to Mr Allcroft on its behalf.

15 PUBLIC QUESTIONS

The Authority was advised of the receipt of 2 public questions.

***From Mr Nigel Slack - What progress has been made in bringing Barnsley & Doncaster Councils back to supporting the deal currently on the table, before progressing any potential 'One Yorkshire' proposals? In particular, what meetings has the Mayor held with the Leaders of the four Constituent Authorities with respect to this issue?***

Responding to this question, the Chair noted he has held regular meetings with the Leaders to discuss matters regarding devolution. The Chair noted that, as referenced in his election manifesto, he views devolution to be a process not an event and will therefore continue to work closely with the Leaders of South Yorkshire and further afield to make the most of the opportunities devolution affords.

***From Cllr Chris Furness - Combined Authority Scrutiny and Audit committee meeting are webcast live, so shouldn't the Combined Authority meetings also be webcast Live?***

Responding to this question, the Chair emphasised the importance of transparency in the decision making process, but noted the established venue for Combined Authority meetings doesn't have the equipment installed to facilitate this service. It was confirmed the potential for webcasting Combined Authority meetings would be looked at carefully going forward.

16 MINUTES OF THE MEETING HELD ON 9TH MARCH

RESOLVED, that the minutes of the meeting held on 9<sup>th</sup> march are agreed to be an accurate record of the meeting.

17 CONSTITUTION

A report was received requesting approval of the amendments to the SCR CA Constitution to reflect the change required following the election of the Mayor and to reflect legislative changes since the last constitution was approved.

The Authority was informed further amendments were to be incorporated in respect of; clarification of the separation of the SCR Authority Vice Chair and SCR Deputy Mayor appointments, the “appropriate” chairing of the SCR Scrutiny and Overview Committee, remuneration of Independent Persons appointed to the SCR Audit Committee, clarification of the procedural rules around the receipt of public questions, and the renaming of the Audit Committee to the Audit and Standards Committee.

RESOLVED, that the Authority approves the revised Constitution, subject to the inclusion of the above amendments.

18 LGF CAPITAL PROGRAMME 2017/18 OUTTURN POSITION

A paper was presented to provide the Authority with an update on the 2017/18 LGF programme outturn position.

It was reported the final outturn position for 2017/18 was expenditure of £78.2m against an indicative funding allocation of £78.19m when the budget was set in March 2017. However, the actual grant allocation from the MHCLG (Ministry of Housing, Communities and Local Government) received in April 2017 was £86.9m, a difference of £8.9m. There has therefore been an underspend of £8.66m against the increased 2017/18 grant allocation.

It was noted the outturn position therefore equates to 100% of the indicative allocation and 90% of the actual allocation. Discussions are continuing with MHCLG regarding the spend profile of the additional 2017/18 grant allocation as the programme profile requires this funding in 2019/20.

The Authority was advised that slippage against delivery milestones has been a continued feature of the LGF programme to date. Resource intensive mitigations have had to be implemented in each of the previous two years to ensure no loss of funding to the LEP programme. It was therefore suggested the challenge for the final three years of the programme is ensuring delivery of schemes to achieve the outputs and outcomes the LEP agreed as part of the growth deal.

It was noted the grant determination letter has been received for 2018/19. This sets the budget at £42.5m grant, and is 100% of the expected in year allocation.

The Members reasserted comments that MCHLG’s awarding of budgetary allocations one year at a time is not a sensible way to manage a capital programme and longer term settlements, and a longer term approach (i.e. two year approach) to carrying over underspend, are needed.

RESOLVED, that the Authority notes the 2017/18 LGF capital programme outturn position.

19 LGF CAPITAL PROGRAMME AND APPROVALS

In line with the approved Assurance Framework, a paper was tabled presenting the LGF Financial Approvals which have progressed through the appraisal process.

RESOLVED, that the Authority:

1. Approves the Infrastructure projects subject to the conditions set out in the report
  - a) Inward Investor - £4.1m (See item 27)
  - b) DMBC Quality Streets - £1.35m
  - c) SCC Upper Don Valley Flood Alleviation Scheme - £3.46m
2. Notes the changes approved using the delegated authority to the Head of Paid Service and Section 73 Officer in conjunction with the Chair of the MCA to maximise the outturn spend position at year end to mitigate against any potential loss of funding, in relation to FARRRS, the STEP programme and the M1 J36 (Hoyland) project.
3. Approves the delegation of authority to the Head of Paid of Service, in conjunction with the Section 73 Officer, to enter into the contractual arrangements required as a result of the above approvals.

20 CA REVENUE BUDGET, CAPITAL PROGRAMME AND TREASURY OUTTURN REPORT

A report was received to provide the outturn position for the revenue budgets and capital programme of the Sheffield City Region (SCR) Mayoral Combined Authority (MCA) for the financial year 2017/18.

It was noted this position will help to inform the process of business planning for 2019/20 and beyond.

Members requested additional information to help explain the 3 revenue budget referenced in the report.

RESOLVED, that the Authority:

1. Notes the 2017/18 outturn position (which is subject to external audit) for the Mayoral Combined Authority's revenue budget and capital programme, including the reserves statement.
2. Approves the 3 revenue programme variations as summarised in the report, noting additional supporting information will be provided.

3. Notes that the level and accounting for reserves (including the PTE revaluation reserve) will be reviewed as part of the MTFS refresh which will be presented to the MCA at its July meeting
4. Approves the carry forward of £1.510m of underspend to provide funding for the Integrated Transport Block projects listed in the report and notes that the reported over-programming of £724k will be managed out during the year

21 CA BROAD STREET WEST ASSET

A report was received to outline the work required to Broad Street West (BSW) to improve public accessibility, security and compliance of the Mayoral Combined Authority (MCA) building to ensure the building meets local authority standards and addresses security issues following a recent inspection.

RESOLVED, that the Authority notes the scheme, rationale and cost plan for the proposed improvement works to Broad Street West (BSW) and approves the progression of works.

22 DELEGATED AUTHORITY REPORT

Provided for information.

23 RESOLUTION RECORD – TRANSPORT EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

24 RESOLUTION RECORD – HOUSING & INFRASTRUCTURE EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

25 RESOLUTION RECORD – BUSINESS GROWTH EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

26 RESOLUTION RECORD – SKILLS EXECUTIVE BOARD

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

27 PAPER 19 - APPENDIX A - INWARD INVESTOR

The Authority was presented with information supplementary to that presented at item 19.



RESOLVED, that the Authority approves the award of £4.1m for the Inward Investor project for Business Investment Fund (BIF) funding noting that the agreed payment profile for the 50% repayable element will be formalised following this decision.

CHAIR