



East Midlands Combined County Authority Forward Plan of Decisions

The Forward Plan is an indication of future decisions. It is subject to continual review and may be changed in line with any revisions to the priorities and plans of the East Midlands Combined County Authority.

It is re-published on a monthly basis to reflect such changes.

Purpose

The Forward Plan sets out all the known decisions to be taken by the Combined County Authority Board, Thematic Advisory Committees or by way of a Mayoral Decision Notice in the coming months. This makes sure that local residents and organisations know what decisions are due to be taken and when.

The Forward Plan is a live document which is updated regularly and published on the Combined County Authority website (click the 'Forward Plan' button to view) at least 28 clear days' notice will be given of any key decisions to be taken.

Published 5 September 2024

Commitment to Transparency

East Midlands Combined County Authority is committed to the benefits that transparency can bring to effective decision-making, recognising that increased transparency can have a positive impact on performance, efficiency, accountability and delivering greater value for money. The Forward Plan therefore seeks to positively enable transparency by going beyond the publication of just key decisions.

For transparency, the Forward Plan sets out all key-decisions and seeks to set out all non-key decisions and update reports to be considered within its formal governance arrangements.

In accordance with the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 (as amended), at least 28 clear days' notice, excluding the day of notification and the day of decision taking, must be published on the Forward Plan of any intended key decision.

In the further interests of transparency and driving greater accountability the East Midlands Combined County Authority seeks to publish details of expected decisions at the earliest opportunity, and wherever possible at least 6 months in advance of the intended decision.

Exempt information need not be included in the Forward Plan and confidential information cannot be included. There may be times when a decision has not been published in the forward plan 28 days in advance, this is usually because the matter is urgent, and a decision has had to be made quickly. These decisions can still be made but are subject to the exemptions set out in our constitution in the [Access to Information Rules](#) (Part 4 Section 4.3)

What is a Key-Decision?

The definition of a key decision is found in law and in our constitution. Our constitution in [Article 6: Decision-Making](#) refers to a key decision as meaning a decision, which in the view of the Overview and Scrutiny Committee is likely to:

- (a) result in the Combined County Authority or the Mayor spending or saving a significant amount, compared with the budget for the service or function the decision relates to; or
- (b) have a significant effect on communities living or working in an area made up of two or more electoral divisions in the area.

When assessing whether or not a decision is a key decision, Officers and Members must consider all the circumstances of the case. However, a decision which results in a significant amount spent or saved will not generally be a key decision if that amount is less than £500,000.

All key decisions by law must be published on the Forward Plan

Access to reports

A report will be available to view online one week before a decision is to be taken. You are entitled to view any documents listed on the Forward Plan after publication, or obtain extracts from any documents listed, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying and postage. Documents listed on this notice can be requested from [Governance Services](#).

The simplest way to access reports is via the Combined County Authority website; by clicking www.eastmidlands-cca.gov.uk/governance/meetings you can visit the agenda content for all published meetings.

The Forward Plan will state if any reports or appendices are likely to be exempt from publication or confidential and may therefore be discussed in private. If you wish to make representations that a decision which is proposed to be taken in private session should instead be taken in public session, then please contact the Monitoring Officer via monitoringofficer@eastmidsdevo.org.uk at least 5 working days before the decision is due to be taken.

Substantive changes to the previous month's Forward Plan are indicated in **bold text** for ease of reference.

Notice of decisions

Notice of the decisions taken by the Combined County Authority and its committees will be published online within three days of the meeting taking place.

Mayoral Decision Notices and Officer Decision Notices

All Mayoral and Officer decisions that are key decisions require the completion of an Officer Decision Notice; these will be published on our website.

Any other Mayoral decision that is taken will also be published and marked that it is not a key-decision.

The Monitoring Officer will publish any such notice on the Forward Plan on the Combined County Authority's website at least 28 clear days before the Key Decision is due to be taken.

Standing Items

It can be taken that each Combined County Authority meeting and formal committees will begin with Apologies, Declarations of Interest, and minutes of previous meeting. Where public question time provision exists that will also be undertaken.

For further enquiries regarding the Forward Plan please contact governance@eastmidsdevo.org.uk

	Title of Report	Decision Required	Purpose	Consultation	Lead Member	Lead Officer	Documents relevant to decision (other than report and appendices)
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Combined County Authority Board – 16 September 2024							
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1	Mayoral Update	Note	To receive Mayoral update on key activity since June EMCCA Board meeting	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Deputy Chief Executive	-
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Budget & Policy Framework Items							
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2	Regional Strategy	Key Decision	To provide proposals for endorsement on: <ul style="list-style-type: none"> a) establishment of an Inclusive Growth Commission b) Development of an Inclusive Growth Strategy c) Development of Spatial Priorities d) Support for the development of a system wide approach to governance e) Support for the development of a system wide approach to leadership 	Relevant internal and external stakeholders	Claire Ward Mayor	Mark Rogers Interim Chief Executive	-
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3	Investment Plans Update	Engagement	Update on progress in implementing investment decision-making to date, including Brownfield Housing Fund next steps and options for regional support for businesses and skills currently delivered in part through SPF.	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth Barry Cummins Interim Housing Programme Lead	-
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4	Q1 2024/25 Revenue & Capital Budget Monitoring Report	Engagement & Note	To provide an update on the revenue and capital budgets	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S.73 Officer	-
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5	Budget Setting 2025/26 and Medium-Term Financial Plan (MTFP)	Engagement & Note	To provide details of the 2025/26 budget setting process and timetable and MTFP production schedule	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	-
People & Human Resources Items							
6	Recruitment update	Note	Update the Board on progress to appointing to roles in the EMCCA structure	Relevant internal and external stakeholders	Claire Ward Mayor	Amanda Mays Interim Executive Director Resources	-
Governance Items							
7	Appointment of Deputy Mayor, Portfolio Holders & Leads	Decision	Consider and agree the Mayor's nominations to Portfolio and Lead Member positions and responsibilities. Appointment of the statutory Deputy Mayor.	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
8	EMCCA Governance Evolution	Decision	Consider and agree proposed developments to the governance framework of EMCCA: <ul style="list-style-type: none"> a) Amendments to Committee Structure b) Connecting Communities Committee c) Homes for All Committee d) Innovation Advisory Board 	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
9	Borrowing and Amendment Regulations	Key Decision	To consider and agree the Borrowing and Amendment Regulations prior to Parliamentary submission.	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
10	Statutory Officers and Committee	Decision & Note	Note updates on and agree (as relevant): <ul style="list-style-type: none"> a) Appointment of Interim Section 73 Officer 	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend	-

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	Membership Recruitment		<ul style="list-style-type: none"> b) Appointment of Interim Statutory Scrutiny Officer c) Appointments to Regulatory Committees d) Appointment of Independent Chair of Audit & Governance Committee e) Appointment of Business Advisory Board membership 			Interim Director Law & Governance, Monitoring Officer	
11	EMCCA Constitution	Decision & Note	<p>Consider and agree proposed amendments to the constitution.</p> <p>Note amendments to the constitution by the Monitoring Officer under delegated authority</p>	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
12	Transparent Decision-Making	Note	<p>Decisions taken via Mayoral Decision Notice, Officer Decision Notice, and urgency provision.</p> <p>This includes Statutory Consent Request – Derbyshire Student Travel into Greater Manchester Pilot.</p>	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
13	Forward Plan	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-

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Investment Committee – 30 September 2024							
1	Chairs Introduction	Note	To receive welcome and introduction from the Chair of the Investment Committee	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
2	Introduction to EMCCA and Investment Committee	Note	Introduce the powers and functions of EMCCA and its investment fund	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
3	Developing an Investment Pipeline	Engagement	Engagement on process for developing an EMCCA Investment Pipeline and interim process for approval of business cases	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
4	Investment Overview	Note	Overview, test and challenge of existing investment activity	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
5	Single Assurance Framework Proposals	Engagement	Engagement on proposals for a Single Assurance Framework	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
6	Thematic Drivers: Role in supporting the Inclusive Growth Commission	Engagement	To discuss role of the committee in supporting the work of the Inclusive Growth Commission	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Deputy Chief Executive	-
7	Brownfield Housing Fund investment decisions	Note	To discuss decisions on projects to receive funding from BHF budget for 2024/25, delegated to the Mayor at EMCCA Board meeting in June 2024	Relevant internal and external stakeholders	Claire Ward Mayor	Barry Cummins Interim Housing Programme Lead	-

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8	Initial East Midlands Investment Zone decisions	Note	To discuss decisions on projects to receive funding from the EMIZ sprint investments, delegated to the Mayor at EMCCA Board meeting in June 2024	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
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Business Advisory Board – 2 October 2024							
1	Chairs Introduction	Note	To receive welcome and introduction from the Chair of the Business Advisory Board	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
2	Introduction to EMCCA and role of the Business Advisory Board	Note	Introduce the powers and functions of EMCCA and the role and purpose of the Business Advisory Board	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
3	Thematic Drivers: How can businesses support EMCCA's Inclusive Growth Commission	Engagement	To seek business's views on our proposal for an Inclusive Growth Commission	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	Damien Dacey Interim Deputy Chief Executive William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
4	How EMCCA can support business	Engagement	To seek early views from the Board on the most impactful ways in which EMCCA can support them across transport, housing, skills/employment, net zero and business support/innovation.	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
5	Developing an Investment Pipeline	Engagement	Engagement on process for ensuring private sector input on developing an EMCCA Investment Pipeline	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
6	Business Membership and Representation	Engagement	To seek views on coverage of place, sector, business size and ownership. Considering if the Board is confident, it can represent the wider interests of the private sector?	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-

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7	Appointment to wider EMCCA Committees	Decision	To appoint Business Advisory Board members to embedded positions within EMCCAs Thematic Committees	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
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Audit & Governance Committee – 4 October 2024							
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1	Chairs Introduction	Note	To receive welcome and introduction from the Independent Chair of the Audit & Governance Committee	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	-
2	Appointment of Vice-Chair	Decision	To appoint a Vice-Chair of the Committee for the 2024/25 municipal year	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
3	Introduction to EMCCA and the Audit & Governance Committee	Note	Introduce the powers and functions of EMCCA and the role of the Audit & Governance Committee	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
4	EMCCA Accounts and Annual Governance Statement	Engagement	To provide an introduction to EMCCA Accounts and the process for 24/25 Annual Governance Statement. To provide an update on development of EMCCA Financial Regulations and Procurement arrangements	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	-
5	Internal Audit Arrangements	Engagement & endorsement	Introduction to EMCCA Internal Audit arrangements and to receive proposed annual audit plan	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	-
6	External Audit Arrangements	Engagement	Introduction to EMCCA External Audit arrangements and the role of the External Auditor	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	-
7	Single Assurance Framework	Engagement	Present proposals for a Single Assurance Framework prior to MHCLG submission	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend	-

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						Interim Director Law & Governance and Monitoring Officer	
8	Whistleblowing Policy	Decision	To endorse the EMCCA Whistleblowing Policy for submission to EMCCA Board	Relevant internal and external stakeholders	Claire Ward	Amanda Mays Interim Executive Director Resources	-
9	EMCCA Constitution	Engagement	To consider and agree a plan for development of the EMCCA constitution	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance and Monitoring Officer	-
10	Committee Work Programme 2024/25	Engagement & Decision	To consider and proposals for and agree a work programme for Committee activity in 2024/25	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	-

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Transport Advisory Committee – 8 October 2024							
1	Chairs Introduction	Note	To receive welcome and introduction from the Independent Chair of the Transport Advisory Committee	Relevant internal and external stakeholders	Claire Ward Mayor	Richard Grice Interim Executive Director for Place	-
2	Introduction to EMCCA and the Transport Advisory Committee	Note	Introduce the powers and functions of EMCCA and the role of the Transport Advisory Committee	Relevant internal and external stakeholders	Claire Ward Mayor	Peter Mann Transport Programme Director	-
3	Transport Transition Plan	Note	To understand the transition of transport powers from constituents to EMCCA	Relevant internal and external stakeholders	Claire Ward Mayor	Peter Mann Transport Programme Director	-
4	Thematic Drivers: Role in supporting the Inclusive Growth Commission	Engagement	To discuss role of the committee in supporting the work of the Inclusive Growth Commission	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Chief Executive Richard Grice Interim Executive Director for Place	-
5	Regional Transport Strategy (Local Transport Plan)	Engagement	To discuss progress in developing the single Local Transport Plan	Relevant internal and external stakeholders	Claire Ward Mayor	Peter Mann Transport Programme Director	-
6	Transport Investment Programme	Engagement	To discuss the development of the Transport Investment Programme for 2025/26 and future years	Relevant internal and external stakeholders	Claire Ward Mayor	Peter Mann Transport Programme Director	-

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Skills & Employment Advisory Committee – 10 October 2024

1	Chairs Introduction	Note	To receive welcome and introduction from the Independent Chair of the Skills & Employment Advisory Committee	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
2	Introduction to EMCCA and the Skills & Employment Advisory Committee	Note	Introduce the powers and functions of EMCCA and the role of the Transport Advisory Committee	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
3	Thematic Drivers: Role in supporting the Inclusive Growth Commission	Engagement	To discuss role of the committee in supporting the work of the Inclusive Growth Commission	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Chief Executive William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
4	ASF stakeholder engagement	Decision & Engagement	To provide an update on the ASF stakeholder engagement and gain endorsement for the final draft of the SSP, including next steps	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
5	ASF Readiness Conditions and implementation	Engagement	To provide an update on DFE feedback and progress of ASF implementation	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-
6	ASF Top slice and delivery team	Decision & Engagement	To gain endorsement on EMCCA's ASF top slice and recruitment of the ASF delivery team.	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	-

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Combined County Authority Board – 4 November 2024

1	Mayoral Update	Note	To receive Mayoral update on key activity since June EMCCA Board meeting	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Deputy Chief Executive	-
Budget & Policy Framework Items							
2	Inclusive Growth Commission	Engagement & Note	To receive an update on the work of the Inclusive Growth Commission	Relevant internal and external stakeholders	Claire Ward Mayor	Mark Rogers Interim Chief Executive	-
People & Human Resources Items							
3	Recruitment update	Note	Update the Board on progress to appointing to roles in the EMCCA structure	Relevant internal and external stakeholders	Claire Ward Mayor	Amanda Mays Interim Executive Director Resources	-
Governance Items							
4	Single Assurance Framework for Inclusive Growth	Decision	To consider and agree proposals to adopt a Single Assurance Framework for Inclusive Growth	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
5	EMCCA Constitution	Decision & Note	Consider and agree proposed amendments to the constitution. Note amendments to the constitution by the Monitoring Officer under delegated authority	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
6	Transparent Decision-Making	Note	Decisions taken via Mayoral Decision Notice, Officer Decision Notice and urgency provision.	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-

	Title of Report	Decision Required	Purpose	Consultation	Lead Member	Lead Officer	Documents relevant to decision (other than report and appendices)
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7	Forward Plan	Decision	To approve the latest version of the forward plan.	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	-
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Combined County Authority Board – 16 December 2024

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Budget & Policy Framework Items

1	Q2 Budget Monitoring	Note	To provide an update on the revenue and capital budgets	Relevant internal and external stakeholders	Claire Ward_Mayor	Nick Bell Interim S73 Officer	
2	Draft 2025/26 Budget and Medium-Term Financial Plan	Decision	To be presented with the draft budget in advance of final decision in early 2025	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	

People & Human Resources Items

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Governance Items

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