



# 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.

**Re-published 14 NOVEMBER 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](http://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](mailto: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](mailto: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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Business Advisory Board – 5 December 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	Relevant internal and external stakeholders	David Williams Business Associate to EMCCA Board	William Morlidge	

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			the Board is confident, it can represent the wider interests of the private sector?			Acting Executive Director Strategy & Inclusive Growth	
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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### Transport & Digital Connectivity Committee – 26 November 2024

1	Transport Transition Plan	Recommendation to EMCCA Board on 16 Dec 2024	To recommend to EMCCA Committee approval of the core principles of the Transport Transition Plan, the heads of terms of an Inter Authority Agreement, the approach to the Transport Levy and appropriate officer delegations.	Relevant internal and external stakeholders	Cllr Ben Bradley	Peter Mann	
2	Transport Investment Programme	Recommendation to EMCCA Board on 16 Dec 2024	To recommend to EMCCA Committee approval of transport capital funding allocations for 2025/26.	Relevant internal and external stakeholders	Cllr Ben Bradley	Peter Mann	

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### Skills & Employment Committee – 21 November 2024

1	Adult Skills Fund Strategic Skills Plan (SSP)	Decision & Engagement	To seek endorsement of the ASF Strategic Skills Plan (SSP)	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	
2	Supported Employment Programme	Note	To receive a progress update on the Government's Supported Employment Programme	Relevant internal and external stakeholders	Cllr Paul Hezelgrave – Portfolio Lead for Skills & Employment	Fiona Baker- Head of Employment & Skills	-
3	Committee Membership	Decision	Decision by the Committee on which organisations should have non-voting membership	Relevant internal and external stakeholders	Cllr Paul Hezelgrave – Portfolio Lead for Skills & Employment	Fiona Baker- Head of Employment & Skills	

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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	-
<b>Budget &amp; Policy Framework Items</b>							
2	Investment Fund spending proposals	Decision	Consider and approve projects proposed for funding as part of the East Midlands Investment Zone “Sprint” process.	Relevant internal and external stakeholders	Cllr Neghat Khan Portfolio Lead for Investment	Will Morlidge Acting Executive Director Strategy & Inclusive Growth	
3	Shared Prosperity Fund	Decision	Consider and approve the proposed approach to supporting programmes currently funded in whole or in part from UK Shared Prosperity Fund.	Relevant internal and external stakeholders	Cllr Neghat Khan Portfolio Lead for Investment	Will Morlidge Acting Executive Director Strategy & Inclusive Growth	
3	Visitor Economy	Note	Update the Board on work in progress to develop a regional approach including alignment of Destination Management Plans with the two accredited Local Visitor Economy Partnerships	Relevant internal and external stakeholders	Claire Ward Mayor	Will Morlidge Acting Executive Director Strategy & Inclusive Growth	
5	Budget outcomes and implications	Note	Overview of Government budget announcements and implications for EMCCA	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Deputy Chief Executive	
6	Brownfield Housing Fund allocations	Decision and engagement	Update, next steps and approvals process for BHF business cases	Relevant internal and external stakeholders	Claire Ward Mayor	Barry Cummins Interim Land & Housing Programme Lead	
<b>People &amp; Human Resources Items</b>							
7	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	-



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Governance Items							
8	Procurement Procedure Rules	Decision	Consider and approve interim procurement procedure rules	Relevant internal and external stakeholders	Claire Ward Mayor	Nick Bell Interim S73 Officer	-
9	LEP Closure	Note	To note progress being made towards closure of D2N2 LEP and the transfer of programmes and assets to EMCCA.	Relevant internal and external stakeholders	Claire Ward Mayor	Will Morlidge Acting Executive Director Strategy & Inclusive Growth	-
10	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	-
11	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	-
12	EMCCA Committees	Note and Decision	Recommendations from EMCCA Committees	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law & Governance, Monitoring Officer	

### Combined County Authority Board – 16 December 2024

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	

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3.	Adult Skills Fund Strategic Skills Plan (SSP)	Key Decision	To seek approval of the ASF Strategic Skills Plan (SSP)	Relevant internal and external stakeholders	Claire Ward Mayor	William Morlidge Acting Executive Director Strategy & Inclusive Growth	
4.	National Stone Centre – Project for Approval	Key Decision	To confirm £2m of funding to the National Stone Centre project as part of the EMCCA Investment Programme.	Relevant internal and external stakeholders	Claire Ward Mayor	Will Morlidge - Acting Executive Director for Strategy & Inclusive Growth	
5.	Skills Bootcamps + Connect to Work	Key Decision	To agree, in principle, to receive the up to £6m grant for Skills Bootcamps and same for Connect to Work	Relevant internal and external stakeholders	Claire Ward Mayor	Will Morlidge - Acting Executive Director for Strategy & Inclusive Growth	
6.	Investment plans	Key Decision	To agree the projects to be added to the EMCCA pipeline for business case development following Board agreement last time to allocate up to £9.5m of capital.	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Deputy Chief Executive	
7.	Transport transition	Decision	To agree the approach to a phased transition of public transport functions starting from April 2025 and the principles to guide the detailed work on transition, specifically on (a) operating model and staffing, (b) funding and finance, and (c) decision making and governance.	Relevant internal and external stakeholders	Claire Ward Mayor	Peter Mann- Interim Transport Programme Director	

### Governance Items

8.	Recommendations from EMCCA Committees	Note	To receive updates on any other items discussed at committees.	Relevant internal and external stakeholders	Claire Ward Mayor	Jodie Townsend Interim Director Law &	
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						Governance, Monitoring Officer	
9.	Voluntary sector membership	Decision	To confirm the VCSE representative, thereby completing all the associate members of the Board	Relevant internal and external stakeholders	Claire Ward Mayor	Damien Dacey Interim Deputy Chief Executive	