



Democratic Services

Edwina Adefehinti
Interim Director Legal and Governance
Monitoring Officer
2nd floor, Pathfinder House
St Mary's Street
Huntingdon
Cambs
PE29 3TN

Combined Authority Board

Wednesday, 5 June 2024 - AGM

10.00 am

ARU Peterborough, Bishop's Road, Peterborough, PE1 5BW

AGENDA

Open to Public and Press

Item		Pages
1. Announcements, Apologies for absence and Declarations of Interest	To receive any announcements from the Mayor, apologies and any declarations of interest.	
2. Minutes of the previous meeting	To approve the minutes of the meeting held on 20 March 2024 and update to the action log.	3 - 16
3. Membership of the Combined Authority	To approve the membership of the Combined Authority.	17 - 22
4. Appointments to Thematic Committees, Committee Chairs and Lead Members	To confirm appointments to the Thematic Committees, Committee Chairs and the Lead Members.	23 - 36
5. Appointment of the Overview and Scrutiny Committee	To confirm appointments to the Overview and Scrutiny Committee.	37 - 44
6. Appointment of the Audit and Governance Committee	To confirm appointments to the Audit and Governance committee.	45 - 52

7. Calendar of Meetings

53 - 56

To approve the updates to the calendar of Meetings for the municipal year 2024-25.

The Combined Authority Board comprises the following members:

N Johnson (Chair), A Bailey, C Boden, S Conboy, D Jones, L Nethsingha, A Smith, B Smith, A Kingsley, J O'Brien, D Preston and E Murphy

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact:

Alison Marston: email: democratic.services@cambridgeshirepeterborough-ca.gov.uk



Combined Authority Board

Wednesday 20 March 2024

Venue:	Civic Suite, Pathfinder House, Huntingdon PE29 3TN	
Time:	10.00 to 14.55 (break from 13:40 to 14:00)	
Present:	<p>Mayor Dr Nik Johnson Councillor A Smith Councillor L Nethsingha Councillor A Bailey Councillor C Boden Councillor M Farooq Councillor S Conboy Councillor B Smith A Kingsley</p>	<p>Cambridge City Council (Statutory Deputy Mayor) Cambridgeshire County Council East Cambridgeshire District Council Fenland District Council Peterborough City Council Huntingdonshire District Council South Cambridgeshire District Council Chair of the Business Board</p>
Co-Opted Members:	<p>Councillor E Murphy J. Peach J O'Brien</p>	<p>Cambridgeshire and Peterborough Fire Authority Police and Crime Commissioner (substitute) Cambridgeshire and Peterborough Integrated Care Board</p>
Apologies	D Preston	Police and Crime Commissioner

Minutes:

1	Announcements, Apologies for Absence and Declarations of Interest
	<p>Apologies for absence were reported as set out above. Councillor Lucy Nethsingha had advised that she would be arriving late and joined the meeting at 10:36.</p> <p>The Mayor took the opportunity to thank two senior officers who would be leaving the Combined Authority: Nick Bell, Executive Director for Resources and Performance, and Steve Cox, Executive Director for Place and Connectivity. He thanked them both for their contributions; stating that they are leaving the authority in a better place than it was when they arrived.</p> <p>Paying tribute to Mike Gough, a local campaigner who was tragically killed whilst cycling a few days prior to the meeting, the Mayor recognised the grief the community was feeling. Mike was a huge advocate for the benefits of cycling, active travel and for safe space on roads and pavements; inspiring the Mayor and many others to be interested in cycling. The Combined Authority is committed to improve road safety and continues to work with partners to that end. Mike's tragic death will not be forgotten, and his legacy will continue to shape progress towards a safer future.</p>
2	Combined Authority Membership Update September 2023
	<p>The Board received a report outlining changes to the membership of board and committees of the Combined Authority.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> A Note the change in substitute Member from Cambridge City Council on the Combined Authority's Overview and Scrutiny Committee. B Note the change in appointment from South Cambridgeshire District Council on the Combined Authority's Overview and Scrutiny Committee. C Note the temporary change in substitute member from the Conservative Party on the Human Resources Committee on 8 14 March 2024.

	<p>D Note the appointment of substitute member from South Cambridgeshire District Council on the Combined Authority's Overview and Scrutiny Committee.</p> <p>E Note the temporary change in substitute member from the Conservative Group on the Combined Authority's Overview and Scrutiny Committee on 18 March 2024.</p>
3	Minutes
	The minutes of the meeting on 31 January 2024 were approved as an accurate record and signed by the Mayor. The minutes action log was noted.
4	Petitions
	<p>One petition was received and presented to the Combined Authority Board in accordance with section 5.34 of the Constitution.</p> <p>The petition was presented by Emma Mayoux-Andrews who summarised that Stagecoach's reduction of the bus service to Littleport to only three buses per day poses a significant threat to the daily lives and economic activities of residents. With escalating train fares and decreasing reliability, coupled with rising car-related costs and inadequate pedestrian/cycling infrastructure to nearby Ely, the bus service serves as a vital link for commuting, accessing essential services, and reducing traffic congestion and pollution in light of population growth. The petition urges that the bus services in Littleport are not just maintained, but enhanced.</p> <p>In response, the Mayor thanked Emma for communicating the strength of feeling and worry in the local community and confirmed that the necessity for bus travel from Littleport to Cambridge via Ely for employment and education is understood. Since receiving the detail of Stagecoach's change, officers have worked diligently to seek a solution that improves the base service from Stagecoach's current proposals.</p> <p>This involves CPCA paying to double Stagecoach's commercial service from three to six journeys a day; maximising the possibility to have a service in place from April 14th. The tender for the enhanced service has now closed and officers are working through the responses.</p> <p>The new service Stagecoach have registered, which provides three journeys in each direction each day does not have static times to what is currently in place. For example, merging previous 0600 and 0700 journeys from Littleport into a 0635. This, as well as ensuring that the combined authority does not compete with a commercial service in the current deregulated market, has made the task more complex.</p> <p>Despite this, officers will work diligently to put in place the contracted solution, with the aim that it serves the stops that the previous service did and then rapidly study the data and further solutions. This will also involve working with communities in Landbeach, Milton and Waterbeach.</p>
5	Public and Member Questions
	Six questions were received in advance of the meeting in accordance with the procedure rules in the Constitution. A copy of the questions and responses can be viewed here when available.
6	Forward Plan
	<p>It was resolved unanimously to:</p> <p>A Approve the Forward Plan for March 2024</p> <p>A query was raised about the entries on the Forward Plan relating to the interviews for senior officer positions and why the roles themselves were not stated for transparency. Officers responded that these were clearly specified in the agendas for the HR committees where the shortlisting and interviews were carried out.</p>
7	Combined Authority Chief Executive Highlights Report
	<p>The Chief Executive introduced the report and highlighted key points to Board members.</p> <p>During discussion, Board members raised the following queries:</p> <ul style="list-style-type: none"> The ongoing planning for UKREiF was commended, and Members queried whether officers are getting sufficient support from the constituent authorities. Officers confirmed that Economic Development officers are all working closely with the Combined Authority and as the prospectus is finalised, ideal attendees can be identified. A session will then be held with all those attending. Members acknowledged that attendees would need to be able to talk confidently about every part

of the authority. Specific appreciation was voiced from the Business Board as a number of members will be in attendance to support or speak.

- Members discussed the recent Shared Ambition Workshop and how encouraging the breadth of participation was. Following a query about next steps, officers confirmed that feedback requests would be going out and an online engagement platform is to be launched to allow those not able to attend to engage.
- Disappointment was voiced in the lack of government update on Ely Junction, and a query was put to officers whether more could be done in conjunction with colleagues in Norfolk and the Midlands to raise this on the agenda. Officers confirmed there are regular discussions with the Department for Transport and that it will be picked up with neighbouring authorities.
- The £4.5 million arts and culture funding for Cambridge was queried with further information requested on where the money is from and what it is specifically to be used for. Officers agreed to share further information with Board members directly. It was highlighted that whilst this money will be spend on leisure and culture in Cambridge the enhanced asset and employment in the arts will benefit a large number of people across the whole region.
- An update was requested on progress with recruitment of an active travel champion. Officers confirmed that the job description is being developed by an active travel scrutiny group, with delays to the process due to Active Travel England requiring consistency across all Mayoral Authorities. The cost has been factored into the active travel programme going forwards but more detail will be provided to Members.
- Appreciation was voiced for the support at the NHS Health and Careers Fair
- The Net Zero Villages Programme had been discussed at the meeting of the Environment and Sustainable Communities Committee, with members keen to look at alternative ways to get the money out as soon as possible. Officers have been asked to look at wither commissioning one of the constituent authorities or passporting the money out.
- Great representation from the Combined Authority at the House of Commons and House of Lords recently was praised as it is good to see local civic leaders making a case for the region at government level. It was raised that following the Assistant Director Transport's attendance at the House of Lords for the Accessible Transport Charter it would be useful for the transport team to look at that in more detail if possible.

It was resolved to:

- A Note the content of the report.

8 Budget Update Report – March 2024

The Assistant Director, Finance, introduced the report and brought the members' attention to a mistake in the published papers. A table on page 104 in the agenda pack had the total treasury investment average rate shown as 5.03 when it should read 5.42.

	29 Feb 2024 Actual Portfolio £m	Average Rate %
External borrowing:		
Public Works Loan Board	0	
Local authorities	0	
LOBO loans from banks	0	
Other loans	0	
Total external borrowing	0	
Total gross external debt	0	
Treasury investments:		
Banks & building societies (unsecured)	0.3	2.00
Government (incl. local authorities)	193.3	5.43
Money Market Funds	15.5	5.29
Total treasury investments	209.1	5.03 5.42
Net debt	(209.1)	

Before opening the item for discussions, the Mayor raised that the wording of recommendation C needed to be amended for accuracy. Recommendation C should read:

C Approve the allocation of £400k from additional treasury management income to fund the continuation of the improvement plan in 2024/25 as set out in section 6

The Mayor moved the amendment to the recommendation, which was seconded by Councillor Nethsingha. This was then voted on with the majority in favour [7 in favour, 2 abstentions].

During discussion, Board members raised the following queries:

- Concerns were raised regarding the lower-than-expected uptake in Skills Bootcamps and the possibility of fund clawback. It was noted that difficulties in engaging providers and learners, along with issues of accessibility, have contributed to this challenge. The programme duration for the new phases is longer and more flexible commissioning was discussed to address the issues. Emphasis was placed on learning lessons for the future to improve value for money. The need to prioritise areas with the greatest skills disparity and overcome challenges in engaging learners with low skills was highlighted.
- Efforts to reduce inequality through skills coldspots mapping and improving public transport were acknowledged. Positive feedback was received regarding broader education provision and the ability to deliver consistently on the budget.
- Concerns were raised about significant additional funds required due to the ongoing best value notice and incurred costs from complaints. Members hoped that the additional funding will aid in organisational focus on delivery and generate tangible benefits for taxpayers.
- Queried on the use of the £400k additional funding, officers confirmed that half of the money would be for implementation of the SAF and training, the rest directly into the improvement programme.

On being proposed by the Mayor, seconded by Councillor Anna Smith, it was resolved to:
[6 for, 3 abstention]

A Note the financial position of the Combined Authority

B Approve the provisional carry-forwards from 2023/24 into 2024/25

~~C Approve the allocation of £400k from additional treasury management income to fund the continued improvement workstream in 2024/25 as set out in section 6~~

C Approve the allocation of £400k from additional treasury management income to fund the continuation of the improvement plan in 2024/25 as set out in section 6

D Approve the financial strategies for 2024/25 following review by the Audit and Governance Committee as summarised in section 7.

9 Improvement Plan Update

The Interim Director, Transformation Programme, introduced the report and highlighted key points to members.

During the ensuing discussion, several points were raised by Board members:

- The importance of honesty and transparency within the organisation was emphasised, with concerns raised about issues potentially being hidden from both the board and the public. Clarifications were provided regarding the handling of confidential documents and the commitment to transparency within legal constraints.
- Concerns were expressed about the progress made under the best value notice, with a call for a greater focus on residents' needs over internal matters.
- The importance of the Board's performance in relation to the success of the Combined Authority was underscored, alongside the emphasis on celebrating positive achievements and progress.
- The significance of the strengthened officer team and the ongoing improvement work were acknowledged, with a call for clarity on the effectiveness of these efforts.
- The determination of the authority to improve and the importance of listening to professional advice from officers were highlighted.
- Gratitude was expressed for the team's work, alongside a call for collaboration to achieve regional success.

	<p>On being proposed by the Mayor, seconded by Councillor Anna Smith, it was resolved to: [unanimous]</p> <ul style="list-style-type: none"> A Note the identified areas of ongoing concern set out in the Best Value Notice received in January 2024. B Note the closedown of activity in the current Improvement plan (phase 2). C Agree the phase 3 Improvement plan to reflect the ongoing concerns set out in the Best Value Notice received in January 2024. D Agree the revised terms of reference for the Independent Improvement Board going forward, to reflect the delivery of stated areas of improvement identified by the Best Value Notice received in January 2024.
<p>10</p>	<p>Bus Reform and Network Delivery Update</p> <p style="text-align: center;">---o0o---</p> <p style="text-align: center;"><i>John O'Brien left the meeting during this item</i></p> <p style="text-align: center;">---o0o---</p>
	<p>The Executive Director, Place and Connectivity, introduced the report and highlighted key points to Board members</p> <p>Discussing the first recommendation, the potential for franchising public transport services was acknowledged; members noted the funding uncertainties. Concerns were raised about Stagecoach's and the profit-driven approach that is central to the deregulated private sector led model. The need for accountability in any future model chosen was emphasised. The board was informed that a comprehensive business case comparing Enhanced Partnership (EP) and franchising models would be presented, considering various investment scenarios. The process in the legislation was highlighted. The importance of liaison with the Department for Transport (DfT) was expressed. The importance of informed decision-making and due diligence in improving the public transport network was recognised.</p> <p>Discussing the third recommendation, members noted that the Combined Authority had not always been successful with their BSIP bids and queried whether the new plan could come back to LSM before submission. Officers confirmed that the information needed by 12 June is related to spending and that the Department for Transport understand that the timings will mean that political sign-off for that is unlikely so the version submitted will only be a draft. Work will continue with TIC and the BSIP will then come to Board for final sign-off. There will be ongoing conversations with the different districts, but Members emphasised the collective discussion is important.</p> <p>Moving on to recommendation D, Members shared personal experiences with buses and raised concerns about the effectiveness of current subsidies. Specific bus routes were questioned and proposed solutions for better integration and service frequency were made. A focus on increasing frequency was suggested in order to attract more passengers. The connections to rail services were queried and it was confirmed that regular contact was continuing with rail operators. The integration of buses, trains and other forms of transport is critical and being picked up as a key priority with mobility hubs being considered.</p> <p>The discussion highlighted the importance of safety, lighting, and addressing service cuts in rural areas. Officers outlined ongoing work on timelines and resource allocation, including efforts to address infrastructure issues. Positive initiatives like the £1 youth were highlighted.</p> <p>Officers agreed to send a slide pack to Members which shows the metrics more clearly than the report appendix.</p> <p>On being proposed by Councillor Anna Smith, seconded by Councillor Lucy Nethsingha, it was resolved to: [unanimous]</p> <ul style="list-style-type: none"> A Note the progress with the franchising proposals including updates from the audit process of the Bus Reform Outline Business Case (OBC) including the intention to bring a decision to consult to a summer Board meeting. The CPCA Board will consider the revised Business Case and the full findings of the Auditor to inform any decision to move to public consultation. B Approve that officers commence to prepare for an Interim Enhanced Partnership being formed to act as a 'stepping stone' to further, wider reform. C Note that CPCA is required to produce an updated Bus Service Improvement Plan (BSIP), in line with Department for Transport requirements, and approval is sought for delegated authority to the

	<p>Executive Director Place & Connectivity, working with the Chair of the Transport and Infrastructure Committee, to update and finalise the BSIP to ensure submission by 12 June</p> <p>D Note the wider package of bus network delivery work, including the investment in bus services through the precept, bus stops infrastructure and £1 bus fare for Under 25s in the region that officers will continue work to implement</p> <p><i>Note the vote was in favour by a two-thirds majority and included the Members appointed by Cambridgeshire County Council and Peterborough City Council</i></p>
	<p style="text-align: center;">---o0o---</p> <p style="text-align: center;"><i>Meeting adjourned from 13:40 to 14:00</i></p> <p style="text-align: center;"><i>John Peach left the meeting during the break.</i></p> <p style="text-align: center;">---o0o---</p>
13b	<p>Delegations to Officers</p>
	<p>The Interim Director, Legal and Governance and Monitoring Officer, introduced the report and highlighted key points to members. Delegations required for officers between the start of the pre-election period and the Annual meeting to ensure there is continuity of service.</p> <p>On being proposed by Councillor Edna Murphy, seconded by the Mayor, it was resolved to: [8 for, 1 abstention]</p> <p>A Delegate authority to the Assistant Director of Skills to accept CEC funding and to enter into and finalise all necessary contracts and Grant Funding Agreements in consultation with the CFO and MO.</p> <p>B Delegate authority to the Executive Director of Economy and Growth to:</p> <ul style="list-style-type: none"> • approve (enhanced) business support arrangements via Growth Hub during 2024/25 FY • accept funding from DBT and approve the funding plan that will form schedule in DBT funding agreement • accept funding the BB/CAB approved to be used to enhance the CPCA's Growth Hub offer in 2024/25 FY • contract with service providers and contractors to deliver elements of the additional business support services included in Growth Hub plan for 2024/25 FY <p>C Delegated authority to the Executive Director for Place and Connectivity in consultation with the Monitoring Officer and Chief Financial Officer for the retendering of any bus routes which an operator gives notice that it will cease to provide between 25 March and the next meeting of the Transport and Infrastructure Committee.</p> <p>D To delegate authority to the Assistant Director for Skills, in consultation with the Chief Finance Officer and Monitoring Officer to:</p> <ul style="list-style-type: none"> • enter into grant funding agreements and/or service contracts with training providers to deliver Innovation Fund project activity. This can either be with new (following a procurement exercise) or existing providers • extend and /or vary contracts with existing providers where appropriate. <p><i>Note the vote for recommendation C above was in favour by a two-thirds majority and included the Members appointed by Cambridgeshire County Council and Peterborough City Council</i></p>
17	<p>Recommendations from the Transport and Infrastructure Committee</p>
	<p>The Board was advised that all recommendations had been supported by the Transport and Infrastructure Committee at its meeting on 13 March 2024.</p> <p>On being proposed by Councillor Anna Smith, seconded by the Mayor, it was resolved to approve all the recommendations as set out below: [8 in favour, 1 abstention]</p> <p>E-Scooter Trial Update</p> <p>A Approve the extension of the e-scooter trial to 31 May 2026</p> <p>LTCP and Associated Strategies</p>

	<p>A Approve the reprofiling of the approved funding across the next three financial years as set out in 3.2</p> <p>B Delegate authority to the Executive Director in consultation with the Chief Finance Officer and Monitoring Officer to enter into Grant Funding Agreements with Cambridgeshire County Council and Peterborough City Council to develop the strategies for 2024/25.</p> <p>Transforming Cities Fund</p> <p>A Delegate authority to the Executive Director for Place and Connectivity in consultation with the Chief Finance Officer and Monitoring Officer to sign change requests with Cambridgeshire County Council and Peterborough City Council concerning TCF projects</p> <p>B Delegate authority to the Executive Director for Place and Connectivity in consultation with the Chief Finance Officer and Monitoring Officer to agree change of deeds to the Grant Funding Agreement with Cambridgeshire County Council and Peterborough City Council concerning TCF projects.</p>
15	<p>Senior Appointments</p>
	<p>The Chief Executive introduced the report.</p> <p>On being proposed by the Mayor, seconded by Councillor Lucy Nethsingha, it was resolved to: [8 for, 1 abstention]</p> <p>A Note the contents of this report.</p> <p>B Note that a further report will be submitted to the board, prior to the meeting of 20 March, following the interviews being held on Wednesday 13 March 2024 and Thursday 14 March 2024. This subsequent report will note the recommendations from the HR Committee on the preferred candidates. The recommendations of this subsequent report will require board approval.</p> <p>C To approve the recommendation made by the Members of the HR Committee at the meeting on 13th March 2024 that the preferred candidate be appointed to the Statutory position of Executive Director Resources (section 73 Officer).</p> <p>D To approve the short term acting up appointment of the current Assistant Director of Finance to the statutory position of section 73 officer, if required, to take effect from 18th May 2024.</p> <p>E To approve the recommendation made by the members of the HR Committee at the meeting on 14th March 2024 that the preferred candidate be appointed to the statutory position of Director of Legal and Governance (Monitoring Officer).</p> <p>F Delegate to the Chief Executive the function of agreeing with the successful candidates the terms and conditions of appointment, including associated start date and any other requirements and actions necessary to finalise arrangements.</p>
	<p style="text-align: center;">---o0o---</p> <p style="text-align: center;"><i>Councillor Mohammed Farooq left the meeting at this point.</i></p> <p style="text-align: center;">---o0o---</p>
11	<p>Corporate Performance Report Q3 2023-24</p>
	<p>The Head of Policy, Insight and Performance introduced the report and highlighted key points to members.</p> <ul style="list-style-type: none"> • Concerns were expressed about how to effectively measure inequalities especially as much of the data used is outdated, Any intent to improve the situation is undermined if we have no clear measurement of where we are now, where we want to be and how we are doing. • The need to address climate change metrics, particularly around emissions, was highlighted. • The inclusion of data regarding social housing was requested as the price of housing in some parts of the region are extremely high and the need for social housing is great. • Improvements to the Combined Authority’s website were raised, with officers confirming that there is funding included in the MTFP for website development and ongoing work to look at the scope. Time needs to be taken to get it right and a tested product is expected by the end of the next municipal year. • The Net Zero Hub team’s efforts were praised, and challenges in achieving goals in that area were discussed at length. Officers explained the various obstacles and complexities faced nationwide

	<p>with this work. Policy changes have allowed for a higher income threshold and opened up clean heat. A letter from the Lead Member and the Mayor (and Board if they want to be co-signatories) was suggested and officers were asked to feed into that with what that could include.</p> <p>On being proposed by Councillor Edna Murphy, seconded by Mayor, it was resolved to: [8 for, 1 abstention]</p> <ul style="list-style-type: none"> A Scrutinise and agree performance information relating to the Combined Authority's Corporate Key Performance Indicators B Scrutinise and agree performance information relating to the Combined Authority's Most complex programmes and Projects. C Scrutinise and agree performance information relating to the Combined Authority's Headline Priority Activities. D Note progress to evaluate the impact of the Devolution Deal Investment Fund in a Gateway Review.
12	Q3 Corporate Risk Report
	<p>The Project Manager PMO, introduced the report and highlighted key points to members.</p> <p>A briefing note for Board members was requested with detail on the cyber security risk and measures in place.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> A To note the risk register, dashboard and heat map in Appendix 1-3 B To note the update on progress of the Risk Software implementation C To note the plan for risk deep dives
13a	Greater South East Net Zero Hub Delegations
	<p>The Regional Head, Greater South East Net Zero Hub, introduced the report and highlighted key points to members.</p> <p>On being proposed by Councillor Bridget Smith, seconded by Councillor Lucy Nethsingha, it was resolved to: [6 for, 1 abstention]</p> <ul style="list-style-type: none"> A Delegate authority to the Executive Director of Place and Connectivity and any replacement (or substitute) as set out in table 1, to make decisions on behalf of the Combined Authority when sitting on the Net Zero Hub Board(s).
14	Update on State of the Region 2024
	<p>The Head of Policy, Insight and Performance, introduced the report and highlighted key points to members.</p> <p>Board members were in support of the work, the purpose starting with inequalities. They queried how the document will actually shape decision making and officers confirmed that this is an ongoing project, a broad partnership that will continue into the future. Pipeline strategy and policy work is being looked at in response to the State of the Region work.</p> <p>The absence of the Oxford Cambridge Partnership on the list of partners was queried but officers reassured that there are great conversations and shared commissioning planned on future research as CPCA officers sit on the Oxford Cambridge steering group.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> A Note progress to develop the 2024 State of the Region review. B Note proposed further development in future years.
16a	Careers Hub Academic Year 2024-25

	<p>Councillor Lucy Nethsingha, Lead Member for Skills, introduced the report.</p> <p>On being proposed by Councillor Lucy Nethsingha, seconded by Councillor Anna Smith, it was resolved to: [6 for, 1 abstention]</p> <ul style="list-style-type: none"> A Accept the Careers and Enterprise Company (CEC) core funding offer and allocate the match funding from UKSPF and Post SPF Skills Support. B Accept future grant funding that is awarded by the CEC in addition to core funding, up to the value of £150,000 for projects aligned to strategic priorities C Delegate authority to the Interim Assistant Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer to enter into grant funding agreements with CEC and contracts and grant funding agreements for the delivery of the Careers Hub.
16b	<p>Recommendations from the Skills and Employment Committee</p>
	<p>The Board was advised that all recommendations had been supported by the Skills and Employment Committee at its meeting on 4 March 2024.</p> <p>On being proposed by Councillor Lucy Nethsingha, seconded by Councillor Bridget Smith, it was resolved to approve all the recommendations as set out below: [6 for, 1 abstention]</p> <p>Improving Efficiency and Effectiveness (Adult Education Budget)</p> <ul style="list-style-type: none"> A To approve the in-year amendments for existing providers which include growth requests for high-performing providers and reprofiling of funding where providers have underperformed B To approve the establishment of a flexible Innovation Fund, allowing us to respond to regional activities that underpin the priorities identified within the Employment and Skills strategy.
18	<p>Recommendations from the Business Board</p>
	<p>The Board was advised that all recommendations had been supported by the Business Board at its meeting on 4 March 2024.</p> <p>Officers confirmed that the UKSPF Dashboard is being developed ahead of sharing with the constituent council Leaders and Chief Executives so more detail will be available.</p> <p>On being proposed by Al Kingsley, seconded by the Mayor, it was resolved unanimously to approve all the recommendations as set out below:</p> <p>Business Board Terms of Reference and Governance</p> <ul style="list-style-type: none"> A Approve the Terms of Reference (attached at Appendix A) for adoption within the CPCA Constitution. B Request CPCA to bring role profiles to the next meeting of the Business Board in line with the roles set out in 2.6 for consideration and approval. C Request CPCA Officers to undertake the necessary actions in order to deliver the cadence for meetings set out in 2.9 to 2.13 D Endorse the responses set out in 2.14 and 2.15 to the CPCA Board requests for formal response to the CPCA Board. E Recommend the good practice identified in 2.17 to the CPCA Board for implementation by CPCA Officers. <p>Business Growth and Social Impact Investment Fund Update</p> <ul style="list-style-type: none"> A To note the updates contained within this report <p>UK Shared Prosperity Fund and Rural England Prosperity Fund Update</p> <ul style="list-style-type: none"> A To note the updates contained within this report

Agenda Item 3	Appendix
Minutes from Previous Meeting	A

Title:	Minutes Action Log
Report of:	Edwina Adefehinti, Interim Director Legal and Governance & Monitoring Officer
Lead Member:	Councillor Edna Murphy, Lead Member for Governance
Public Report:	Yes

Minute	Report Title	Lead Officer	Action	Response	Status
235.	OneCAM Ltd Audit report	Edwina Adefehinti	To take learning from the OneCAM Ltd audit report and raise the concerns expressed in the meeting, including around potential Officer conflicts of interest, with the Audit and Governance Committee.	<p>The Deputy Monitoring Officer is taking a report to the March meeting of the Audit and Governance Committee along with a new conflict guidance which has already been drafted and discussed with the Executive team. The guidance will be taken to a Leaders' strategy meeting, Audit and Governance Committee and Audits in June 2023.</p> <p>Also, our internal auditors have been commissioned to audit the companies of the CPCA.</p> <p>Deep dive audit completed in draft form. Audit will be reported to A& G and then CA Board in June and July.</p>	Open
336.	Climate and Strategy Business Case January 2023	Judith Barker	Cllr Bailey asked for an agreed definition of net zero as there were variances in definition. She would also like to understand what monitoring would be put in place and where was the performance element.	<p>An explanation of net zero was discussed at the June Environment and Sustainable Communities Committee (ESC), the alignment of targets will be a theme for the Climate Summit on 9th November. ESC noted that the project on Locally Determined Contributions has started in February following confirmation of Innovate UK funding and this will firm up the setting of targets and monitoring of progress. ESC have asked for an update on this work at their next meeting to feed into the Strategy refresh.</p>	Open

Minute	Report Title	Lead Officer	Action	Response	Status
Meeting 31 January 2024					
7	Chief Executive Highlights Report	Judith Barker	Board members queried the timeframe and cost of the interventions required to overcome the blockages identified by the infrastructure framework. Officers confirmed that work is progressing based on data provided by the constituent authorities. A report is planned to be brought to the Environment and Sustainable Communities in June which will set out the blockages and cumulative impacts.	The Investment Development Framework is due to be presented to ESC in June after being received by officers in late April. A steering group of local authorities continues to oversee the work reporting to Place Directors monthly.	Open
Meeting 20 March 2024					
7	Chief Executive Highlights Report	Rob Bridge	The £4.5 million arts and culture funding for Cambridge was queried with further information requested on where the money is from and what it is specifically to be used for. Officers agreed to share further information with Board members directly.	<p>The £4.5m is split between £3m for Creative Industries, a project to develop the Cambridge Leisure/Junction area, and £1.5m for development of the Market Square and Guildhall.</p> <p>The funding is from the Combined Authority's unringfenced capital funds, predominantly made up of capital gainshare.</p> <p>While the funding has been ringfenced within the Combined Authority's Medium-Term Financial Plan the exact details will be set out when the business case is brought forward for approval to release the funds.</p>	
		Tim Bellamy	An update was requested on progress with recruitment of an active travel champion. Officers confirmed that the job description is being developed by an active travel scrutiny group, with delays to the process due to Active Travel England requiring consistency across all Mayoral Authorities. The cost has been factored into the active travel programme going forwards but more detail will be provided to Members.	<p>The Active Travel Specialist Advisory Board has been consulted on the development of the job description for the Active Travel Champion, including the job requirements and expectations. We have also actively engaged with Active Travel England, and they strongly advised that the job description is broadly based on the one previously by Chris Boardman and other ATCs.</p> <p>The Combined Authority continue to engage with ATE to discuss the significant strategic issues such as the JD for this role. As part of this engagement</p>	Closed

Minute	Report Title	Lead Officer	Action	Response	Status
				process the Combined Authority officers intend to seek guidance from ATE regarding the appropriate level of remuneration. It is crucial that we ensure we offer value for money for the residents of Cambridgeshire and Peterborough. This funding will be allocated from our Capability Funding and other sources dedicated to active travel initiatives. The specific allocation will be determined once we receive further advice from ATE.	
10	Bus Reform and Network Delivery Update	Judith Barker	Officers agreed to send a slide pack to Members which shows the metrics more clearly than the report appendix.		
12	Corporate Risk Report	Nathan Bunting	A briefing note for Board members was requested with detail on the cyber security risk and measures in place.	Officers have confirmed that this will be circulated to members on 31 May 2024.	Closed

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Combined Authority Board

5 June 2024

Title:	Membership of the Combined Authority 2024-25
Report of:	Edwina Adefehinti, Director Legal and Governance & Monitoring Officer
Lead Member:	Mayor Dr Nik Johnson
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	<p>A No vote required B Two-thirds majority of members present and voting C No vote required D Two-thirds majority of members present and voting</p> <p>To be carried, the vote must include the vote of the Mayor, or the Deputy Mayor when acting in place of the Mayor.</p>

Recommendations:

A	Note the Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2024-25 (Appendix A)
B	<p>Confirm that the following bodies be given co-opted member status for the municipal year 2024/25:</p> <ul style="list-style-type: none"> i) The Police and Crime Commissioner for Cambridgeshire. ii) Cambridgeshire and Peterborough Fire Authority. iii) Cambridgeshire and Peterborough Integrated Care Board.
C	Note the named representative and substitute representative for each organisation as set out in the report.
D	Agree that any late notifications of appointments to the Monitoring Officer shall take immediate effect.

Strategic Objective(s):

The subject of this report is linked to a statutory requirement under the Cambridgeshire and Peterborough Combined Authority Order 2017 which requires each constituent council to appoint members and substitute members to the Combined Authority.

1. Purpose

1.1	To note the Members and substitute Members appointed by the Constituent Councils as set out in Appendix A.
1.2	Recommend continued co-opted member status to the organisations listed below at paragraph 3.3 and note the named representative and substitute representative of those co-opted member organisations as set out in Appendix B.

2. Proposal

2.1	In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, each constituent council must appoint one of its elected members and a substitute member to the Combined Authority.
2.2	Each council made such appointments at their respective annual Council meetings in May 2024. The Members and substitute Members appointed by the Constituent Councils are set out in Appendix A

3. Background

3.1	<p>In accordance with the Combined Authority's Constitution, the Combined Authority agreed that the following bodies be given co-opted member status. The Combined Authority Board is asked to agree that these organisations continue their co-opted member status for the municipal year 2024/25 and for future years until the Board decides otherwise.</p> <ul style="list-style-type: none">• The Police and Crime Commissioner for Cambridgeshire• Cambridgeshire and Peterborough Fire Authority• Cambridgeshire and Peterborough Integrated Care Board <p>The named representatives and substitute representatives for these bodies are set out in Appendix B.</p>
3.2	The status of co-opted Members is set out in the Constitution. A co-opted member organisation shall be represented at meetings of the Combined Authority by a named representative or a named substitute. Those members and their substitute members are required to complete a declaration of interest form.

4. Appendices

4.1	Appendix A. Members and Substitute Members of the Combined Authority appointed by constituent councils for 2024-25.
4.2	Appendix B. Members and Substitute Members of the Combined Authority appointed by co-opted member organisations for 2024-25.

5. Implications

Financial Implications

5.1	In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017 no remuneration is to be payable by the Combined Authority to its members.
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Legal Implications

5.2	These are dealt with in the report.
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Public Health Implications

5.3	None
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Environmental & Climate Change Implications

5.4	None
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Other Significant Implications

5.5	None
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Background Papers

5.6	Council reports of each of the Constituent Councils. Available on the Constituent Council websites.
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Agenda Item 3	Appendix
Membership of the Combined Authority Board 2024/25	A

Members and Substitute Members of the Combined Authority for 2024-25

Organisation	Member	Substitute
	Mayor Dr Nik Johnson	Statutory Deputy Mayor
Cambridge City Council	Cllr Anna Smith	Cllr Mike Davey
Cambridgeshire County Council	Cllr Lucy Nethsingha	Cllr Elisa Meschini
East Cambridgeshire District Council	Cllr Anna Bailey	Cllr Julia Huffer
Fenland District Council	Cllr Chris Boden	Cllr Jan French
Huntingdonshire District Council	Cllr Sarah Conboy	Cllr Sam Wakeford
Peterborough City Council	Cllr Dennis Jones	Cllr Amjad Iqbal
South Cambridgeshire District Council	Cllr Bridget Smith	Cllr John Williams
Business Board	Al Kingsley	Nitin Patel

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Agenda Item 3	Appendix
Membership of the Combined Authority Board 2024/25	B

Members and Substitute Members of the Combined Authority appointed by co-opted member organisations for 2024-25

Organisation	Member	Substitute
The Police and Crime Commissioner for Cambridgeshire	Darryl Preston	TBC
Cambridgeshire and Peterborough Fire Authority	TBC	TBC
Cambridgeshire and Peterborough Integrated Care Board	John O'Brien	Louis Kamfer

* The Cambridgeshire and Peterborough Fire Authority does not meet until 20 June 2024 and therefore the named representative and substitute will be brought to the next Combined Authority Board meeting for confirmation

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Combined Authority Board

5 June 2024 – Annual Meeting

Title:	Appointments to Thematic Committees, Committee Chairs and Lead Members
Report of:	Edwina Adefehinti, Director Legal and Governance & Monitoring Officer
Lead Member:	Mayor Dr Nik Johnson
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	Simple majority of all Members (to be carried, the vote must include the vote of the Mayor, or the Deputy Mayor when acting in place of the Mayor)

Recommendations:

A	Note and agree the Mayor's nominations to Lead Member responsibilities and the membership of the committees including the Chairs of committees for 2024/25 as set out in Appendix A
B	Note the Committee Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2024/25 (Appendix B).
C	Note and agree the Membership for the HR Committee for 2024/25 (Appendix C)
D	Note and agree the Membership for the Investment Committee for 2024/25 (Appendix D)
E	Note that Audit and Governance members and Overview & Scrutiny members can attend Investment Committee as observers.

Strategic Objective(s):

The subject of this report is linked to all the Combined Authority's strategic objectives as stated below as those Members nominated to the thematic committees will help drive forward these ambitions.

	Achieving ambitious skills and employment opportunities
	Achieving good growth
	Increased connectivity
	Enabling resilient communities
	Achieving Best Value and High Performance

1. Purpose

1.1	At its meeting on 25 July 2018, the Combined Authority Board agreed to establish three committees. The Constitution was amended accordingly at its meeting on 26 September 2018.
1.2	A review of Governance was reported to the Combined Authority Board meeting on 25 September 2019 with amendments agreed as at section 2.2 below. Ongoing review of governance led to a further review report considered by the Combined Authority Board on 22 March 2023 amending the

	responsibility and terms of reference of the three committees. Two of the committees were also renamed to better reflect the new terms of reference.
1.3	This report asks the Board to agree the Mayor's nominations to Lead Member responsibilities and the membership of the committees for 2024/25.

2. Proposal

2.1	That the members and substitute members be appointed to the CA Committees, as outlined in attached appendices A-D, in order that decisions can be made in accordance with the Constitution and to progress the strategic objectives of the Combined Authority.
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3. Background

3.1	The Mayor has allocated Lead Member responsibilities which are set out in Appendix A. The Board is asked to note these appointments.
3.2	In July 2018, the Combined Authority Board agreed a new system of decision making through the establishment of three committees.
3.3	The Combined Authority reviewed its governance arrangements at its meeting on 25 September 2019 and resolved that the Combined Authority Board shall appoint the committee and substitute members. Also, that with the exception of the Chair, Board members may nominate another member from their constituent council to be a member of the committee in their place. The Board member shall also nominate a named substitute member. The nominations are set out in Appendix B.
3.4	Nominations are in consultation with the Mayor and subject to approval by the Board. In principle, neither the Mayor nor the Board will seek to exercise their voting rights to veto or vote against the appointment of constituent council members to executive committees. These amendments took effect on 1 November 2019.
3.5	Revised Terms of Reference for the Human resources Committee were agreed by the Combined Authority Board at its meeting on 22 March 2023. The membership comprises the Mayor along with a representative appointed by each Political Party represented at Combined Authority Board. Members of the represented parties were contacted to nominate Members and substitutes for the committee. These are set out in Appendix C.
3.6	Terms of reference for the new Investment Committee were presented in a draft form to the Combined Authority Board on 20 September 2023 and agreed at the meeting on 29 November 2023. The Investment Committee was approved to replace the Shareholder Board in the governance arrangements of the Combined Authority from the 2024 AGM onwards.

4. Appendices

4.1	Appendix A. Lead Member Responsibilities
4.2	Appendix B. Thematic Committee Membership
4.3	Appendix C. Human Resources Committee Membership
4.4	Appendix D. Investment Committee Membership

5. Implications

Financial Implications

5.1	In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017 no remuneration is to be payable by the Combined Authority to its members.
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Legal Implications	
5.2	These are dealt with in the report.
Public Health Implications	
5.3	None
Environmental & Climate Change Implications	
5.4	None
Other Significant Implications	
5.5	None
Background Papers	
5.6	Report and decisions of the Combined Authority Board 25 July 2018
5.7	Report and decisions of the Combined Authority Board 25 September 2019
5.8	Report and decisions of the Combined Authority Board 22 March 2023
5.9	Report and decisions of the Combined Authority Board 29 November 2023.

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Agenda Item 4	Appendix
Appointments to Thematic Committees, Committee Chairs and Lead Members	A

Lead Members 2024-25

Lead Member Responsibilities	Board Member
Mayor, Chair of the Combined Authority Lead Member for Policy Lead Member for Investment and Growth	Mayor Johnson
Lead Member for Transport Chair of Transport Committee	Cllr Anna Smith
Lead Member for Skills Chair of Skills and Employment Committee	Cllr Lucy Nethsingha
Lead Member for Communities and Environment Joint Chair of Environment and Sustainable Communities Committee	Cllr Bridget Smith
Lead Member for Housing Joint Chair of Environment and Sustainable Communities Committee	TBC
Lead Member for Governance	Cllr Edna Murphy
Lead Member for Public Health	Cllr Chris Boden
Lead Member for Devolution and Place	Cllr Sarah Conboy

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Agenda Item 4	Appendix
Appointments to Thematic Committees, Committee Chairs and Lead Members	B

Thematic Committee Membership for 2024-25

Transport and Infrastructure

Lead Member / Authority	Member	Substitute
Cambridge City Council	Cllr Anna Smith*	TBC
Cambridgeshire County Council	Cllr Neil Shailer	Cllr Richard Howitt
East Cambridgeshire District Council	Cllr Alan Sharp	Cllr Bill Hunt
Fenland District Council	Cllr Chris Seaton	Cllr Dr Haq Nawaz
Huntingdonshire District Council	Cllr Sam Wakeford	Cllr Tom Sanderson
Peterborough City Council	Cllr Mohammed Jamil	Cllr Alan Dowson
South Cambridgeshire District Council	Cllr Peter McDonald	Cllr Brian Milnes
Business Board Representative	Andy Williams	
Business Board Representative	Rebecca Stephens	
Mayor (or representative)	Cllr Dr Nik Johnson	

***As Lead Member for Transport, Cllr Anna Smith Chairs the Transport and Infrastructure Committee**

Skills and Employment

Lead Member / Authority	Member	Substitute
Cambridge City Council	Cllr Sam Carling	Cllr Rachel Wade
Cambridgeshire County Council	Cllr Lucy Nethsingha*	Cllr Claire Daunton
East Cambridgeshire District Council	Cllr James Lay	Cllr Julia Huffer
Fenland District Council	Cllr Ian Benney	Cllr Dr Haq Nawaz
Huntingdonshire District Council	Cllr Sam Wakeford	Cllr Ben Pitt
Peterborough City Council	Cllr Katy Cole	Cllr Samantha Hemraj
South Cambridgeshire District Council	Cllr Eileen Wilson	Cllr Peter McDonald
Business Board Representative	Charlotte Horobin	
Business Board Representative	Katy Davies	
Mayor (or representative)	Cllr Dr Nik Johnson	

*As Lead Member for Skills, Cllr Nethsingha Chairs the Skills and Employment Committee

Environment and Sustainable Communities Committee

Lead Member / Authority	Member	Substitute
Cambridge City Council	Cllr Mike Todd-Jones	Cllr Sam Carling
Cambridgeshire County Council	Cllr Lorna Dupre	Cllr Lucy Nethsingha
East Cambridgeshire District Council	Cllr Martin Goodearl	Cllr Anna Bailey
Fenland District Council	Cllr Steve Tierney	Cllr Dee Laws
Huntingdonshire District Council	Cllr Lara Davenport-Ray	Cllr Ben Pitt
Peterborough City Council	Cllr Nicola Day	Cllr Heather Skibsted
South Cambridgeshire District Council	Cllr Bridget Smith*	Cllr Peter Sandford
Business Board Representative	Tim Jones	
Business Board Representative	Emma Garfield	
Mayor (or representative)	Cllr Dr Nik Johnson	

***As Lead Member for Environment and Climate Change, Cllr Smith Chairs the Environment and Sustainable Communities Committee**

Note: The Environment and Sustainable Communities Committee will be jointly chaired on a rotational basis by the CPCA Lead members for Housing and for Environment & Climate Change

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Agenda Item 4	Appendix
Appointments to Thematic Committees, Committee Chairs and Lead Members	C

Human Resources Committee Membership for 2024-25

Lead Member / Political Party	Member	Substitute
Mayor	Mayor Dr Nik Johnson	
Representative from Conservative Party	TBC	TBC
Representative from Labour Party	Cllr Anna Smith	TBC
Representative from Liberal Democrat Party	Cllr Lucy Nethsingha	TBC

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Agenda Item 4	Appendix
Appointments to Thematic Committees, Committee Chairs and Lead Members	D

Investment Committee Membership for 2024-25

Lead Member / Authority	Member	Substitute
Mayor (or representative)	Cllr Dr Nik Johnson	
Cambridge City Council	TBC	TBC
Cambridgeshire County Council	Cllr Lucy Nethsingha	Cllr Elisa Meschini
East Cambridgeshire District Council	Cllr Alan Sharp	Cllr Ian Bovingdon
Fenland District Council	Cllr Haq Nawaz	Cllr Gary Christy
Huntingdonshire District Council	Cllr Sam Wakeford	Cllr Brett Mickelburgh
Peterborough City Council	Cllr Nick Thulbourn	Cllr Amjad Iqbal
South Cambridgeshire District Council	Cllr John Williams	Cllr Bridget Smith
Business Board Chair	Al Kingsley	
Business Board Representative	TBC	
Business Board Representative	TBC	

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Combined Authority Board

5 June 2024 – Annual Meeting

Title:	Appointment of the Overview and Scrutiny Committee 2024/25
Report of:	Edwina Adefehinti, Director Legal and Governance & Monitoring Officer
Lead Member:	Mayor Dr Nik Johnson
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	A simple majority of all Members To be carried, the vote must include the vote of the Mayor, or the Deputy Mayor when acting in place of the Mayor.

Recommendations:

A	Confirm that the size of the Overview and Scrutiny Committee should be 14 members; two members from each constituent council and two substitute members for the municipal year 2024/25.
B	To agree the political balance on the committee as set out in Appendix A.
C	Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Overview and Scrutiny Committee for the municipal year 2024/25 as set out in Appendix B.
D	Approve the co-option of an independent member from a Constituent Council to the Overview and Scrutiny Committee and delegations given to the Overview and Scrutiny Committee to appoint the co-optee.

Strategic Objective(s):

The subject of this report is linked to a statutory requirement under the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 requiring the Combined Authority to establish an Overview and Scrutiny Committee.

A well-run Overview and Scrutiny Committee will strongly support the Combined Authority in all its strategic objectives as outlined below.

	Achieving ambitious skills and employment opportunities
	Achieving good growth
	Increased connectivity
	Enabling resilient communities
	Achieving Best Value and High Performance

1. Purpose

- | | |
|-----|--|
| 1.1 | The purpose of the report is to ask the Board to confirm the size and membership of the Overview and Scrutiny Committee and to agree the political balance and consider whether the Committee should appoint a co-opted independent member from a Constituent Council. |
|-----|--|

2. Proposal

- | | |
|-----|---|
| 2.1 | In accordance with the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017, the Combined Authority is required to establish an Overview and Scrutiny Committee. |
| 2.2 | The 2017 Order sets out the rules for membership. The membership of the Overview and Scrutiny as a whole should reflect so far as reasonably practicable the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough. |

3. Background

- | | |
|-----|--|
| 3.1 | In March 2017, the Combined Authority agreed that to ensure an equitable representation across each constituent authority, two members from each council should be appointed to the Overview and Scrutiny Committee representing a total membership of fourteen members. The Combined Authority has agreed that substitute members should be appointed for each position. Any substitute members should come from the same party as the Member they are substituting for to maintain political balance. |
| 3.2 | The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 states that the combined authority must appoint such a number of members of each of the constituent councils to an overview and scrutiny committee, so that the members of the committee taken as a whole reflect so far as reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils when taken together. The Board is recommended to review the political balance on the committee based on the above principles and approve the political balance as set out in Appendix 1 based on a 14 member committee. |
| 3.3 | Constituent Councils have nominated the members and substitute members listed in Appendix 2 for the municipal year 2024/25 based on the political balance set out in Appendix A. |
| 3.4 | In previous years, discretion had been used to provide independent members a seat on the Overview and Scrutiny Committee, as well as the Audit and Governance Committee. Recognising the process operated through the exercise of such discretion to provide an independent member with a seat but ensuring the political balance of the Committee is not compromised, it has been proposed that the Overview and Scrutiny Committee could consider the co-option of an independent member (from a constituent Council) to the Committee. The co-opted member would not be given voting rights, nor would they be considered as a member of the Committee when paying due regard to the criteria of the call-in process, outlined in Chapter 13, Overview and Scrutiny Committee 13.7 of the Constitution. |
| 3.5 | Should the Overview and Scrutiny Committee agree to the co-option of an independent member, authority may be delegated from the Combined Authority Board to the Committee to appoint a co-optee. The co-option would be for the municipal year 2024/25 only. |

4. Appendices

4.1	Appendix A. Political Balance on the Overview and Scrutiny Committee
4.2	Appendix B. Nominations from Constituent Councils

5. Implications

Financial Implications

5.1	In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017 no remuneration is to be payable by the Combined Authority to its members.
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Legal Implications

5.2	These are dealt with in the report.
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Public Health Implications

5.3	None
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Environmental & Climate Change Implications

5.4	None
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Other Significant Implications

5.5	None
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Background Papers

5.6	Cambridge City Council AGM report
5.7	Cambridgeshire County Council AGM report
5.8	East Cambridgeshire District Council AGM report
5.9	Fenland District Council AGM report
5.10	Huntingdonshire District Council AGM report
5.11	Peterborough City Council AGM report
5.12	South Cambridgeshire District Council AGM report

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Agenda Item 5	Appendix
Appointment of the Overview and Scrutiny Committee	A

Political Balance 2024

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent	Peterborough First	Total (exc. Ind)	Entitlement
CAMBRIDGESHIRE	2		22	9	23	6		1		55	1 Con; 1 Lib Dem
CAMBRIDGE CITY	2		1	25	10	1	5			41	2 Lab
EAST CAMBS.	2		15		13					28	1 Con; 1 Lib Dem
FENLAND	2		35		2	6				37	2 Con
HUNTINGDONSHIRE	2		20	4	11	16	1			36	1 Con; 1 Lib Dem
PETERBOROUGH	2		11	19	8	4	4		14	56	1 Lab; 1 Peterborough First
SOUTH CAMBS.	2		9		35	1				44	2 Lib Dem
TOTAL	14	0	113	57	102	34	10	1	14	297	
POLITICAL BALANCE %			38.05	19.19	34.34		3.37	0.34	4.71		
Seat allocation			5	3	5	0	0	0	1	14	
Committee seat allocation	14		5.3266	2.6869	4.8081	0	0.4714	0.0471	0.6599		

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Agenda Item 5	Appendix
Appointment of the Overview and Scrutiny Committee	B

Overview and Scrutiny Committee Membership 2024-25 (nominations from Constituent Councils)

Lead Member / Authority	Member	Substitute
Cambridge City Council	Cllr Iva Divkovic	TBC
	Cllr Alice Gilderdale	TBC
Cambridgeshire County Council	Cllr Mark Goldsack	Cllr Steve Count
	Cllr Anna Bradnam	Cllr Michael Atkins
East Cambridgeshire District Council	Cllr Lucius Vellacott	Cllr Keith Horgan
	Cllr Charlotte Cane	Cllr Caroline Shepherd
Fenland District Council	Cllr Elisabeth Sennitt Clough	Cllr Lucie Foice-Beard
	Cllr Anne Hay	Cllr Jason Mockett
Huntingdonshire District Council	Cllr Jon Neish	Cllr Paul Hodgson Jones
	Cllr Nathan Hunt	Cllr Jo Harvey
Peterborough City Council	Cllr Alison Jones	Cllr Jason McNally
	Cllr Mohammed Farooq	Cllr Peter Hiller
South Cambridgeshire District Council	Cllr Martin Cahn	Cllr Peter Fane
	Cllr Aidan Van De Weyer	Cllr Richard Stobart

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Combined Authority Board

5 June 2024 – Annual Meeting

Title:	Appointment of the Audit and Governance Committee 2024/25
Report of:	Edwina Adefehinti, Director Legal and Governance & Monitoring Officer
Lead Member:	Mayor Dr Nik Johnson
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	A simple majority of all Members To be carried, the vote must include the vote of the Mayor, or the Deputy Mayor when acting in place of the Mayor.

Recommendations:

A	Confirm that the size of the Audit and Governance Committee should be eight members; one member and one substitute from each Constituent Council and one independent person.
B	To agree the political balance on the committee as set out in Appendix A.
C	Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Committee for the municipal year 2024/25 as set out in Appendix B.
D	Appoint the Independent Person, Mr John Pye as Chair for the municipal year 2024/25 and delegate the election of the Vice Chair to the Audit and Governance Committee.
E	Raise the remuneration for the role of the Independent Person as the Chair of the committee on a pro-rated basis, to reflect the increased activity of the committee, to £4289 per annum.
F	Approve the appointment of David Harwood as the second Independent Person for the Audit & Governance Committee for a term of four years ending May 2028.
G	Raise the remuneration for the role of the Independent Person of the committee on a pro-rated basis, to reflect the increased activity of the committee, to £3068 per annum.

Strategic Objective(s):

The subject of this report is linked to a statutory requirement under the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 requiring the Combined Authority to establish an Audit Committee.

A well-run Audit Committee will strongly support the Combined Authority in all its strategic objectives as outlined below.

	Achieving ambitious skills and employment opportunities
	Achieving good growth
	Increased connectivity
	Enabling resilient communities
	Achieving Best Value and High Performance

1. Purpose

1.1	The purpose of the report is to ask the Board to confirm the size and membership of the Audit and Governance Committee and to agree the political balance and the appointment of the Independent Person as the Chair for the municipal year 2024/25 and the appointment of the second Independent Person to sit on the Committee.
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2. Proposal

2.1	In accordance with the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017, the Combined Authority is required to establish an Audit Committee.
2.2	The Order 2017 sets out the rules for membership. The membership of the committee as a whole should reflect so far as reasonably practicable the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough.

3. Background

3.1	Since 2017/18, the Board has agreed that the Audit and Governance Committee should have seven constituent members: one Member from each Constituent Council, together with one Independent person. The Board are asked to agree that the size of the committee remains the same.
3.2	The implications of applying political proportionality to a seven constituent member committee are detailed in Appendix A. Accordingly constituent councils have nominated the members and substitute members listed in Appendix B for the municipal year 2024/25 based on the political balance calculation.
3.3	In accordance with the Constitution, the appointment of the Chair and Vice-Chair of the Audit and Governance Committee is reserved to the Board. The Board has previously agreed that Mr Pye as the Independent Person for the Committee should be appointed as Chair of the Committee and has previously delegated the decision of electing a Vice Chair to the Audit and Governance Committee to take place at their first meeting. The Board are asked to appoint the Independent Person John Pye as Chair for the municipal year 2024/25 and delegate the election of the Vice Chair to the Audit and Governance Committee.
3.4	In September 2023 the CA Board agreed that the recruitment of a second Independent Person be led by a panel of the Audit and Governance Committee and the proposed appointee be reported back. In April the Panel met and interviewed 4 candidates and agreed to recommend to the Board that David Harwood as the second Independent Person on the Audit & Governance Committee.

3.5	<p>Independent Person Remuneration</p> <p>The Board is responsible for setting the remuneration of the Independent Person. The original level was set at £3068 in 2021 following the reappointment of Mr John Pye as the Independent Person. A benchmarking exercise was carried out of the other Combined Authorities to determine the average allowance level set for Independent Persons. The below table shows the results:</p>
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Combined Authority	Allowance	Meetings per Year
West Midlands	£ 10,003	4
West of England	£5,845	4
Greater Manchester	£4,289	4
Cambridgeshire & Peterborough	£3,068	6
North of Tyne	£1,000	4
South Yorkshire	£312.50 per committee meeting	4-6

	Given the number of meetings held at the CPCA for the Audit & Governance Committee per year it is proposed to increase the level of remuneration to £5092 for the Independent Person also appointed as the Chair. And to increase the level of remuneration to £3068 for the 2 nd Independent Person from £1840.
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4. Appendices

4.1	Appendix A. Political Balance on the Audit and Governance Committee
4.2	Appendix B. Nominations from Constituent Councils (to follow)

5. Implications

Financial Implications

5.1	In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017 no remuneration is to be payable by the Combined Authority to its members.
5.2	The appointed Independent person will receive an allowance of £3,068 per annum.
5.3	The appointed Independent Person who is also appointed as Chair will receive an allowance of £4289 per annum.

Legal Implications

5.4	These are dealt with in the report.
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Public Health Implications

5.5	None
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Environmental & Climate Change Implications

5.6	None
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Other Significant Implications

5.7	None
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Background Papers

5.8	Cambridge City Council AGM report
5.9	Cambridgeshire County Council AGM report
5.10	East Cambridgeshire District Council AGM report
5.11	Fenland District Council AGM report
5.12	Huntingdonshire District Council AGM report
5.13	Peterborough City Council AGM report
5.14	South Cambridgeshire District Council AGM report

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Agenda Item 6	Appendix
Appointment of the Audit and Governance Committee	A

Political Balance 2024

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent	Peterborough First	Total (exc. Ind)	Entitlement
CAMBRIDGESHIRE	1		22	9	23	6		1		55	1 Liberal Democrat
CAMBRIDGE CITY	1		1	25	10	1	5			41	1 Labour
EAST CAMBS.	1		15		13					28	1 Conservative
FENLAND	1		35		2	6				37	1 Conservative
HUNTINGDONSHIRE	1		20	4	11	16	1			36	1 Conservative
PETERBOROUGH	1		11	19	8	4	4		14	56	1 Liberal Democrat
SOUTH CAMBS.	1		9		35	1				44	1 Liberal Democrat
TOTAL	7	0	113	57	102	34	10	1	14	297	
POLITICAL BALANCE %			38.05	19.19	34.34		3.37	0.34	4.71		
Seat allocation			3	1	3	0	0	0	0	7	
Committee seat allocation	7		2.6633	1.3434	2.404	0	0.23569	0.02357	0.32997		

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Agenda Item 6	Appendix
Appointment of the Audit and Governance Committee	B

Audit and Governance Committee Membership 2024-25 (nominations from Constituent Councils)

Lead Member / Authority	Member	Substitute
Cambridge City Council	Cllr Mike Todd-Jones	Cllr Sam Carling
Cambridgeshire County Council	Cllr Graham Wilson	Cllr Alison Whelan
East Cambridgeshire District Council	Cllr David Brown	Cllr Kelli Pettitt
Fenland District Council	Cllr Gary Christy	Cllr Susan Wallwork
Huntingdonshire District Council	Cllr Paul Hodgson-Jones	Cllr Ross Martin
Peterborough City Council	Cllr Christian Hogg	Cllr Chris Wiggin
South Cambridgeshire District Council	Cllr Geoff Harvey	Cllr John Williams

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Combined Authority Board

5 June 2024

Title:	Calendar of Meetings
Report of:	Edwina Adefehinti, Director Legal and Governance and Monitoring Officer
Lead Member:	Councillor Edna Murphy, Lead Member Governance
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	A simple majority of all Members present and voting To be carried, the vote must include the vote of the Mayor, or the Deputy mayor when acting in place of the Mayor.

Recommendations:

A	Approve the amended calendar of meetings for the 2024/25 Municipal Year, as set out in Appendix A.
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Strategic Objective(s):

The subject of this report is linked to all the Combined Authority's strategic objectives as stated below as decisions taken at the meetings will help drive forward these ambitions.

	Achieving ambitious skills and employment opportunities
	Achieving good growth
	Increased connectivity
	Enabling resilient communities
	Achieving Best Value and High Performance

1. Purpose

1.1	The proposed meeting calendar is designed to allow more current reporting of performance to the Combined Authority Board and has more flexibility for decision-making at the thematic committees; with timely decisions taken where delegated powers lie with those committees.
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2. Proposal

2.1	LSM dates have now been scheduled and are included in the calendar.
2.2	Employment and Skills Board meetings have now been scheduled and are included in the calendar.
2.3	Overview and Scrutiny Committee on 4 July 2024 was moved to 1 July 2024 to avoid a clash with the LGA Conference. The calling of the General Election for 4 July and subsequent cancellation of the LGA Conference would still require this change.

2.4	The reserve date for Transport and Infrastructure Committee on 7 August 2024 has been moved to 23 July 2024.
2.5	Mayors Question Time added on 12 September 2024.
2.6	Additional meeting of Audit and Governance Committee has been added on 8 November 2024.

3. Background

3.1	The Combined Authority Constitution states that at its Annual Meeting the Board will 5.3.2 agree the programme of the Ordinary Meetings of the Combined Authority for the forthcoming year
3.2	The committee calendar for 2024/25 was agreed by the Combined Authority Board meeting in January. Some subsequent amendments have been made which has necessitated a revised calendar being brought back to members for approval.

4. Appendices

4.1	Appendix A. Amended CPCA Committee Timetable 2024/25
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5. Implications

Financial Implications

5.1	No direct financial implications arising from this report.
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Legal Implications

5.2	There are no direct legal implications. However, the calendar of meetings will support the best value duties of the authority because it encourages forward planning and limiting cancellations. Also, it will give sufficient notice to members of the public, when meetings are to be held.
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Public Health Implications

5.3	None
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Environmental & Climate Change Implications

5.4	None
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Other Significant Implications

5.5	None
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Background Papers

5.6	CA Board 31 January 2024 – Committee Calendar
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CPCA Meeting Calendar 2024/25

	2024												2025													
	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Saturday		1													1							1				
Sunday		2													2							2				
Monday		3													3							3				
Tuesday		4													4							4	IC	1		
Wednesday	1		5	CA Board (AGM)	3										5	(TIC)						5		2	(CA Board)	
Thursday	2		6		4										6							6		3	1	
Friday	3		7		5										7							7		4	2	
Saturday	4		8		6										8							8		5	3	
Sunday	5		9		7										9							9		6	4	
Monday	6		10		8	B.Board	5								10							10		7	5	
Tuesday	7		11		9		6								11	IC	ESB	11	ESB	11	Informal O&S	8			6	
Wednesday	8		12	LSM	10	CA Board	7								12	LSM						12	TIC	9	7	
Thursday	9		13		11		8								13							13	LSM	10	8	
Friday	10		14		12		9								14							14		11	9	
Saturday	11		15		13		10								15							15		12	10	
Sunday	12		16		14		11								16							16		13	11	
Monday	13	B.Board (AGM)	17	Skills	15		12								17							17		14	12	
Tuesday	14	ESB	18	Informal O&S	16		13	ESB	17						18							18		15	13	
Wednesday	15	LSM	19	ESC	17		14	LSM	18	TIC	LSM	16			19	CA Board	18	TIC	15			19	CA Board	16	14	
Thursday	16		20	A&G	18	A&G	15								20							20		17	15	
Friday	17		21		19		16								21							21		18	16	
Saturday	18		22		20		17								22							22		19	17	
Sunday	19		23		21		18								23							23		20	18	
Monday	20		24		22		19								24	B.Board	24	Skills	24			24		21	19	
Tuesday	21		25	IC	23	(TIC)	20	IC	24	ESB	22				25							25		22	20	
Wednesday	22		26	TIC	24	LSM	21								26	CA Board	26	ESC	26			26		23	21	
Thursday	23		27		25		22								27							27	A&G	27	O&S	24
Friday	24		28		26		23								28							28	LSM	28	25	23
Saturday	25		29		27		24								29							29		26	24	
Sunday	26		30		28		25								30							30		27	25	
Monday	27				29	(Skills)	26								31							31	B.Board	28	26	
Tuesday	28				30		27																	29	27	
Wednesday	29				31	(ESC)	28																	30	28	
Thursday	30						29																		29	
Friday	31						30																		30	
Saturday							31																		31	
Sunday																										

CA Board	Combined Authority Board Meeting	10:00am
O&S	Overview and Scrutiny Committee	10.00am
A&G	Audit and Governance Committee	10.00am
Skills	Skills and Employment Committee	10.00am
ESC	Environment and Sustainable Communities Committee	10.00am
TIC	Transport and Infrastructure Committee	10.00am
B.Board	Business Board Meeting	2.30pm
LSM	Leadership Strategy Meeting	10.00am
IC	Investment Committee	TBC
ESB	Employment and Skills Board	10:00am
MQT	Mayor's Question Time	10.00am

Cambridgeshire County Council School Holiday dates
LGA Conference dates
Conservative Party Conference Dates
Liberal Democrats Party Conference Dates
Labour Party Conference Dates

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