



Combined Authority Board

Wednesday 31 May 2023 – AGM

Venue:	Civic Suite, Pathfinder House, Huntingdon PE29 3TN	
Time:	10.00 to 11.40	
Present:	Mayor Dr Nik Johnson Councillor A Smith Councillor L Nethsingha Councillor A Bailey Councillor C Boden Councillor W Fitzgerald Councillor B Smith Councillor T Sanderson A Neely	Cambridge City Council (Statutory Deputy Mayor) Cambridgeshire County Council East Cambridgeshire District Council Fenland District Council Peterborough City Council South Cambridgeshire District Council Huntingdonshire District Council (substitute) Interim Chair of the Business Board
Co-Opted Members (non-voting):	Councillor E Murphy John Peach	Cambridgeshire and Peterborough Fire Authority Deputy Police and Crime Commissioner (substitute)
Apologies	Councillor S Conboy Darryl Preston J O'Brien	Huntingdonshire District Council Police and Crime Commissioner Cambridgeshire and Peterborough Integrated Care Board

Minutes:

1	Announcements, Apologies for Absence and Declarations of Interest
	<p>The Mayor reflected back to his announcement at the previous year's AGM when he described the Combined Authority as being on life support, and how he would never have walked away and turned his back on the situation. He reflected on how that was prescient to events in his personal life later in the year. He stated how he was delighted to be back at the helm 365 days later; continuing the journey of transformation and change.</p> <p>He reiterated the strategic vision statement of the Authority: "a prosperous and sustainable Cambridgeshire and Peterborough. Driven by our values and using our collective voice and strengths, we seek inclusive good growth for an equitable, resilient, healthier and connected region." He expressed how the heart of that vision is good quality jobs and provision for all, and reflected on the Combined Authority's determination to create thousands of good jobs, providing skills and training for the future; as well as to deliver an affordable and reliable bus service.</p> <p>The Mayor thanked each of the Board members personally for the roles they carry out and the strengths they bring, reasserting the ambition for each leader to take on specific roles for the Authority.</p> <p>He expressed his gratitude to his wife and children for their ongoing support.</p> <p>Recording his personal thanks to Gordon Mitchell, Interim Chief Executive, for providing leadership that has been a major catalyst for positive change; the Mayor wished Gordon well for the future and looked forward to welcoming Rob Bridge when he takes up his post.</p> <p>The Mayor concluded his statement by emphasising how the Combined Authority is part of a much wider community, alongside the constituent authorities, stakeholders and other partners: collaboration is key to driving things forwards. Ambitious plans cannot be delivered without working together.</p> <p>Apologies for absence were reported as set out above.</p> <p>There were no declarations of interest.</p>

2	Appointment of Deputy Mayor(s)
	The Mayor announced Councillor Anna Smith as Statutory Deputy Mayor.
3	Minutes
	The minutes of the meeting on 22 March 2023 were approved as an accurate record and signed by the Mayor. The minutes action log was noted.
4	Petitions
	No petitions were received.
5	Public Questions
	Ten public 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 .
6	Membership of the Combined Authority
	<p>On being proposed by the Mayor, seconded by Councillor Nethsingha, it was resolved unanimously to:</p> <ul style="list-style-type: none"> A Note the Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2023-24 (Appendix 1) B Confirm that the following bodies be given co-opted member status for the municipal year 2023/24: <ul style="list-style-type: none"> a) The Police and Crime Commissioner for Cambridgeshire b) Cambridgeshire and Peterborough Fire Authority c) Cambridgeshire and Peterborough Integrated Care Board C Note the named representative and substitute representative for each organisation as set out in the report. (Noting an error in the papers: the substitute for Peterborough is Councillor Steve Allen not Councillor Oliver Sainsbury) D Agree that any late notifications of appointments to the Monitoring Officer shall take immediate effect. <p><i>[Note: Councillor A Smith was not present for this vote, vote was unanimous across voting members present in the meeting.]</i></p>
7	Appointments to Thematic Committees, Committee Chairs and Lead Members
	<p>On being proposed by the Mayor, seconded by Councillor A Smith, it was resolved unanimously to:</p> <ul style="list-style-type: none"> A Note and agree the Mayor's nominations to Lead Member responsibilities and the membership of the committees including the Chairs of committees for 2023/24 as set out in Appendix 1 B Note the Committee Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2023/24 (Appendix 1). C Note and agree the Membership for the HR Committee for 2023/24 (Appendix 1) <p>The Mayor noted his intention to create a new Lead Member position for Devolution.</p>
8	Appointment of the Overview and Scrutiny Committee
	<p>Members asked for further clarity regarding the calculations of proportionality and the subsequent allocations to constituent councils. Officers agreed to circulate the details of the process to Board Members and to include the Members in discussions of the allocations during the appointment process in the future.</p> <p>On being proposed by the Mayor, seconded by Councillor A Smith, it was resolved unanimously to:</p> <ul style="list-style-type: none"> 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 2023/24. B To agree the political balance on the committee as set out in Appendix 1. C Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Overview and Scrutiny Committee for the municipal year 2023/24 as set out in Appendix 2.

	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
9	Appointment of the Audit and Governance Committee
	<p>On being proposed by the Mayor, seconded by Councillor A Smith, it was resolved unanimously to:</p> <p>A Confirm 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.</p> <p>B To agree the political balance on the committee as set out in Appendix 1.</p> <p>C Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Committee for the municipal year 2023/24 as set out in Appendix 2.</p> <p>D Appoint the Independent Person as Chair for the municipal year 2022/23 and delegate the election of the Vice Chair to the Audit and Governance Committee.</p> <p>E Approve the co-option of an independent member from a Constituent Council to the Audit and Governance Committee and delegations given to the Audit and Governance Committee to appoint the co-optee.</p>
10	Overview and Scrutiny Committee Annual Report
	<p>Councillor L Dupre, Chair of the Overview and Scrutiny Committee for the 2022/23 municipal year, introduced the report.</p> <p>She was pleased to report that the committee had met seven times during the course of the year and that the meetings were all quorate. Quoracy is a problem at Overview and Scrutiny Committees around the country because the high quorum is set by government.</p> <p>A second Mayor's question time was held in October, providing a useful opportunity for questions to be asked around priorities.</p> <p>Recommendations were made to Board around improvement work as well as regarding the budget and medium-term financial plan.</p> <p>The committee is meeting informally ahead of the first meeting of the new municipal year to consider ways of working going forwards.</p> <p>It was resolved unanimously to</p> <p>A Note the content of the report.</p>
11	Audit and Governance Annual Report
	<p>John Pye, Chair of the Audit and Governance Committee for the 2022/23 municipal year, introduced the report, explaining that the committee looks at how things are done, not what has been done. Examining the internal controls in place and how they have been applied.</p> <p>He looked back on the findings from the internal auditor in 2021/22 which gave the Combined Authority a negative opinion, as well as the intervention of the external auditor in June 2022 and the best value notice issued by DHLUC; noting that having these in writing advising what needs to be fixed has been invaluable.</p> <p>Mr Pye was pleased to be able to report that at the last meeting of the municipal year, the committee could see positive signs that the work undertaken was beginning to bear fruit. Looking ahead, the primary focus of the committee is to look to measure progress and improve effectiveness based on lessons learned.</p> <p>The Mayor thanked Mr Pye and the committee for their essential work.</p> <p>During discussion, Members noted:</p> <ul style="list-style-type: none"> • the new senior officer team in place will provide a fresh look at the workings of the authority which is a massive opportunity, • after many weeks of hard work to get to the bottom of them, Councillor Bailey had highlighted breaches of governance relating to the procurement of bus services; a response from officers is requested to explain why the Audit and Governance Committee were not notified, and how there can be assurance it will not happen again,

	<ul style="list-style-type: none"> the recommendations from the Independent Improvement Board relating to stability for Audit and Governance will be a challenge and it may need a different approach. Balanced political representation may not be as important as having Members on the committee with the right skills. <p>It was resolved unanimously to</p> <p>A Note the content of the report.</p>
12	Calendar of Meetings
	<p>Members asked for the calendar to be compiled earlier in future as other constituent authorities plan some work around these dates. They also reiterated the desire for varying venues to be used for Board meetings, providing those venues were accessible for those using public transport.</p> <p>It was resolved unanimously to</p> <p>A Approve the Calendar of Meetings for 2023/24 (Appendix 1).</p>

Mayor



Combined Authority Board

Wednesday 31 May 2023 – Ordinary

Venue:	Civic Suite, Pathfinder House, Huntingdon PE29 3TN	
Time:	12.06 to 14.40 (break from 13.33 to 13.53)	
Present:	Mayor Dr Nik Johnson Councillor A Smith Councillor L Nethsingha Councillor A Bailey Councillor C Boden Councillor W Fitzgerald Councillor B Smith Councillor T Sanderson A Neely	Cambridge City Council (Statutory Deputy Mayor) Cambridgeshire County Council East Cambridgeshire District Council Fenland District Council Peterborough City Council South Cambridgeshire District Council Huntingdonshire District Council (substitute) Interim Chair of the Business Board
Co-Opted Members (non-voting):	Councillor E Murphy John Peach	Cambridgeshire and Peterborough Fire Authority Deputy Police and Crime Commissioner (substitute)
Apologies	Councillor S Conboy Darryl Preston J O'Brien	Huntingdonshire District Council Police and Crime Commissioner Cambridgeshire and Peterborough Integrated Care Board

Minutes:

X	Motion to defer item 7
	<p>Prior to moving on to the meeting's agenda, the Mayor introduced a motion to defer item 7 on the agenda until a later date. He highlighted the need for the Local Transport and Connectivity Plan to include specific proposals and that the strategy needs to be one that all the Board Members can agree to. Though he reiterated that the plan is very good, it had come to light that some of the wording in the plan was not quite ready, and the alignment needs to be right before it is brought forward for discussion.</p> <p>Councillor Boden confirmed his agreement for the deferral, noting that though there have been a lot of discussions around the plan some voices had not been heard. He specifically pointed out the inclusion in the Strategic Framework the proposal for remote working two days a week, and how that would be a lot easier to apply to office workers than to shop or factory workers.</p> <p>Councillor Bailey voiced similar concerns, highlighting that plans within Cambridge City have a significant effect on the wider county from people accessing the area.</p> <p>Councillor A Smith made it clear that officers would not have brought this forward if they did not think it was likely to go through, and emphasised the need to understand what went wrong in communication.</p> <p>Councillor Fitzgerald stated that no Combined Authority officers had spoken to him about Peterborough.</p> <p>Councillor B Smith thanked officers for the huge amount of work that has gone into the plan and confirmed there had been a high level of engagement with South Cambridgeshire and the GCP.</p> <p>On being proposed by the Mayor, seconded by Councillor B Smith, it was resolved unanimously to:</p> <p style="padding-left: 40px;">Defer item 7, Local Transport and Connectivity Plan, to a future meeting</p>

13	<p>Combined Authority Monthly Highlights Report</p> <p>The Interim Chief Executive introduced the report and highlighted key points to Board Members. During discussion, Members noted:</p> <ul style="list-style-type: none"> • With promises of devolution to local government from both the major national political parties it is important to be a part of those discussions. • A one-size-fits-all model will not work for all Combined Authorities; with some not having a tiered system as part of the model; the funding methods are not reflective. • Whilst there had been scepticism in some areas ahead of the setting up of the CPCA, good things have come out of it; notable the University of Peterborough and the opportunities that brings to the area. • Changes have been made at the Combined Authority which are important in building confidence and trust. This group has a regional leadership role to play; needing to be able to agree plans and directions of travel. <p>Councillor B Smith asked for a standing item to be added to the agenda for future Board meetings to update on the Oxford to Cambridge Pan Regional Partnership.</p> <p>It was resolved unanimously to:</p> <p>A Note the content of the report.</p>
14	<p>Budget Outturn Report [2023/018]</p> <p>The Executive Director, Resources and Performance, introduced the report and highlighted key points to Board members. During discussion, members noted:</p> <ul style="list-style-type: none"> • The figures presented were still draft and subject to audit so may still change, • Plans to improve forecasting to capture work in progress should provide more certain financial forecasts in future, • Current inflation rates increase risks of slippage on capital, delivering as fast as possible on projects helps to alleviate that risk, • The Mayoral precept is unlikely to be enough; the network review will be coming back to Board in September. BSIP Plus allocation (a more flexible fund than in the past) can be applied for to support bus services. <p>Councillor Bailey queried the negative expenditure of £25k on the contribution to the A14 upgrade and asked if the Combined Authority were given the same opportunity as East Cambridgeshire District Council who paid off a capital sum. Officers will provide confirmation.</p> <p>On being proposed by the Mayor, seconded by Councillor Boden, it was resolved unanimously to:</p> <p>A Note the outturn position of the Combined Authority for the 2022-23 financial year</p> <p>B Approve the updated requested slippage of unspent project budgets on the approved capital programme of £56.8m and on the revenue budget of £13.7m</p> <p>C Approve the ringfencing of £2.4m on treasury management income into an inflationary reserve as set out in paragraph 4.8</p>
15	<p>Improvement Plan Update</p> <p>The Interim Programme Director, Transformation, introduced the report and highlighted key points to Board members:</p> <ul style="list-style-type: none"> • Improvement activity focuses on the areas of concern highlighted by the auditor, • The majority of staff underwent training on setting smart objectives in March and April and subsequently have had appraisals, • A single assurance framework is under development with an external working group of officers across different councils involved, • Recommendations from the PWC review of procurement will be shared with Audit and Governance Committee at their next meeting and will then be presented to Board in July, • The reframed Improvement Plan focuses on the areas for concern and sets out how we will identify when the tests set by DHLUC will be met and when the Independent Improvement Board may be able to step away.

	<p>On being proposed by the Mayor, seconded by Councillor A Smith, it was resolved unanimously:</p> <p>A To note the progress on the key areas of concern identified by the External Auditor in June 2022 and in the Best Value Notice received in January 2023</p> <p>B To agree a 5th strategic objective of “Achieving Best Value and High Performance” for the Combined Authority to support and reflect the work being undertaken within the Improvement Programme</p> <p>C To note the observations from the recent stocktake exercise with partners on positive changes and progress on improvement</p> <p>D To agree the outline reframed Improvement Plan to address the key areas of concern by the External Auditor and Best Value Notice</p> <p>E To note the proposed RAG rating methodology to measure progress of improvement activity against the agreed reframed Improvement Plan</p> <p>F To note the progress made on the appointment of Chair, Independent Improvement Board</p>
16	Constitution Changes
	<p>The Executive Director, Resources and Performance, introduced the report and highlighted key points to Board members.</p> <p>It was noted that the Audit and Governance Committee had considered the changes at their meeting in March and suggestions they made had been incorporated.</p> <p>On being proposed by Councillor Murphy, seconded by the Mayor, it was resolved unanimously:</p> <p>A To approve and adopt the revisions to the Constitution as detailed in the report</p>
17	Forward Plan
	<p>It was resolved unanimously:</p> <p>A To approve the Forward Plan for May 2023</p>
18	Local Transport and Connectivity Plan
	Item deferred, note above refers.
19	Variation to Loan to Support Residential Development at Histon Road, Cambridge
	<p>The Development Manager presented the report and highlighted key points to Board members. Councillor B Smith confirmed that as Lead Member she had been kept informed of the matter and was fully supportive.</p> <p>It was resolved unanimously to:</p> <p>A Note that the Final Repayment date of the loan has been extended from 7 May 2023 to 30 September 2023 or earlier</p> <p>B Note that a second loan and a second charge is to be registered against the property that serves as CPCA’s security</p> <p>C Note that authority has been delegated to the Monitoring Officer or the Head of Legal Services to finalise terms in consultation with the Interim Executive Director for Place and Connectivity and complete the necessary documentation to implement the Deed of Priority with the second Lender.</p>
20	Local Skills Improvement Plan Update [2023/024]
	<p>The Strategic Careers Hub Lead presented the report and highlighted key points to Board members:</p> <ul style="list-style-type: none"> The Skills White Paper sets out the government blueprint for skills to meet the needs of employers. The Local Skills Improvement Plan (LSIP) is led by employment bodies (in this case the Cambridgeshire Chamber of Commerce). The statement issued by the Combined Authority is to assure the Secretary of State that the Combined Authority views are taken into account when the LSIP is submitted. <p>On being proposed by Councillor Nethsingha, seconded by Councillor Sanderson, it was resolved unanimously to:</p> <ul style="list-style-type: none"> Receive an update regarding the publication of the Local Skills Improvement Plan

	<ul style="list-style-type: none"> • Note the publication of the LSIP • Approve the statement of the Combined Authority • Note further devolved powers over LSIPs in the Trailblazer Devolution Deals secured by Greater Manchester and West Midlands Combined Authorities
<p>It was resolved to exclude the press and public from the meeting on the grounds that the following reports contained exempt information under Part 1 of Schedule 12A the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. That is, information relating to an individual; information which was likely to reveal the identity of an individual; and information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption was deemed to outweigh the public interest in its publication.</p>	
21	Employment Matters
	<p>It was resolved unanimously to:</p> <p>Note the content of the report.</p>
22	Additional CPCA Equity Investment into Peterborough HE Property Company Ltd [KD2023/015]
	<p>On being proposed by the Mayor, seconded by Councillor Nethsingha, it was resolved unanimously to:</p> <p>Approve recommendation A</p> <p>Approve recommendation B</p>

Mayor