



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

Agenda Item No: 1.7

Local Assurance Framework Annual Review

- To: Cambridgeshire and Peterborough Combined Authority Board
- Meeting Date: 24 March 2021
- Public report: Yes
- Lead Member: Mayor James Palmer
- From: Rochelle Tapping, Deputy Monitoring Officer
- Key decision: No
- Forward Plan ref: n/a
- Recommendations: The Combined Authority Board is recommended to:
- a) Approve the revised draft of the Assurance Framework and note that draft has been sent to CLGU for sign off
 - b) Delegate authority to the Monitoring Officer, in consultation with the Mayor, to make further amendments to the draft Assurance Framework following feedback from CLGU.
 - c) Approve adoption of the revised draft of the Assurance Framework following sign off from CLGU.
 - d) Agree to a Lead Member from the Overview and Scrutiny Committee carrying out the role of shadowing the Business Board and agree the role description for that Lead Member
 - e) Subject to (d) and (e) above, note that Cllr Murphy will undertake the role of Lead Member for the Business Board on behalf of the Overview and Scrutiny Committee.
- Voting arrangements: A simple majority of all Members present and voting

1. Purpose

- 1.1 The Board is asked to approve the final revised draft of the Assurance Framework attached at Appendix 1. This is the final draft of the Assurance Framework which has been amended to reflect requests for revisions made by the Audit and Governance Committee and the Business Board. This draft therefore differs to the draft of the Assurance Framework that was presented to the Audit and Governance Committee and the Business Board. This draft has been sent to Cities and Local Growth Unit (CLGU) for sign off.
- 1.2 The revised Assurance Framework was considered at the Audit and Governance Committee meeting on 5 March 2021. Following discussion, the Committee decided by a majority to recommend the draft Assurance Framework to the Combined Authority Board for approval.
- 1.3 The draft Assurance Framework was also considered at an extraordinary meeting of the Business Board on 4 March 2021 where it was decided unanimously to recommend the revised draft to the Combined Authority for approval, noting that the draft was subject to sign-off by the Ministry of Housing, Communities and Local Government (MHCLG). The department that receives and signs off the Assurance Framework is CLGU and not MHCLG, as reflected in the recommendations above.
- 1.4 A proposal for a member from Overview and Scrutiny shadowing the work of the Business Board was first proposed at the meeting of the Overview and Scrutiny Committee on 22 February 2021. At the extraordinary meeting, the Business Board subsequently agreed to a Lead Member from the Overview and Scrutiny Committee shadowing the work of the Business Board. The role description for that Lead Member was also agreed. The Combined Authority as accountable body for the Business Board must agree to the scrutiny arrangements for the Business Board, prior to implementation. Subject to this approval, the Board is invited to note that this role will be undertaken by Councillor Murphy.
- 1.5 The report and appendices to the Audit and Governance Committee can be viewed via the link below:

[Audit and Governance Committee 5 March 2021- Item 4 refers](#)
- 1.6 The report and appendices to the Extraordinary meeting of the Business Board can be viewed via the following link:

[Extraordinary meeting of the Business Board 4 March 2021 - Item 2 refers](#)
- 1.7 The report and appendices to the Overview and Scrutiny meeting can be viewed via the following link:

[Overview and Scrutiny Committee 22 February 2021 - Item 8 refers](#)

2. Considerations

- 2.1 The Audit and Governance Committee made two observations. The Committee noted that the reference to the Audit and Governance Committee contained at paragraph 3.6.1 of the

draft Assurance Framework made no reference to the fact that the Committee had an independent member who had been appointed as Chair of the Committee and requested an amendment to reflect this. Paragraph 3.6.1 has been amended accordingly to reflect this request.

- 2.2 The Audit and Governance Committee requested that its concerns were noted around the Business Board adherence to the Nolan Principles as outlined within the Assurance Framework with reference to holding Business Board meetings in private unless determined by the Chair and recommended that the word 'not' be removed at paragraph 4.1.7 of the Assurance Framework. This would change the statement to read: 'All other meetings of the Business Board shall be open to the public unless determined otherwise by the Chair.' This proposal would require agreement of the Business Board and the Combined Authority, prior to implementation. To account for Business Board consideration, the proposal will be presented to the Business Board at its meeting on 12 May and at the next meeting of the Combined Authority.
- 2.3 The Business Board asked that the revised draft be amended at paragraph 5.1 to reflect the fact that Business Board decisions would not have to match the other elements of the Combined Authority's Strategic Framework. This matter arose as the previous drafted reference stated that '*...all business cases must demonstrate a strong fit with the Combined Authority's strategic objectives*'. An amendment was made which now reads '*...all business cases must demonstrate a strong fit with the strategic objectives of the relevant Board*'.
- 2.4 In relation to section 5.8.2, draft wording in relation to the approach to Value for Money, reflecting the revised Green Book (December 2020) was sent to DfT for approval. DfT requested further amendments to the draft wording, which has been factored into the final draft.
- 2.5 Minor amendments to account for inaccuracies and cosmetic changes have also been reflected in this final draft.

3. Appendices

- 3.1 Appendix 1: Revised Assurance Framework (clean copy)
- 3.2 Appendix 2: Revised Assurance Framework (with tracked changes)
- 3.3 Appendix 3: Role description for the Overview and Scrutiny Committee Lead member for the Business Board.
- 3.4 Accessible versions of the appendices are available on request from Democratic.Services@cambridgeshirepeterborough-ca.gov.uk

4. Background Papers

- 4.1 None