



Combined Authority Board – Updated Minutes Action Log

Purpose: The action log contains actions recorded in the minutes of Combined Authority Board meetings and provides an update on officer responses.

Minute	Report title	Lead officer	Action	Response	Status
4.	Membership of the Combined Authority	Robert Parkin	Cllr Boden asked that the proposals to amend the Constitution to enable a Non-Statutory Deputy Mayor to be appointed from the membership of the Combined Authority Board to be circulated at the earliest opportunity to allow Board members and their legal advisers to review them.	A paper will be brought to the February Leaders' Strategy meeting which sets out any proposed changes to the Constitution. A report to the Combined Authority Board will follow in March 2022.	Closed

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12.	Calendar of Meetings 2021/22	Robert Parkin	Cllr Herbert asked for better agenda management to reduce the length of Board meetings.	Business is put to the Combined Authority Board at the request of Directors. The governance team seek to manage business away from the Combined Authority Board where appropriate, however a change to the amount of business to the Combined Authority Board will depend upon a review of the overall governance arrangements which will be brought to the Leaders' strategy meeting in March 2022.	Closed
49.	Performance Report and Devolution Deal Update	Paul Raynes	Officers were asked to look at how differences in performance within different areas within the Combined Authority's geography could be expressed in future reports and to include forward projections of growth in future reports.	09.08.21: Officers will consider this, as a refreshed format of the Performance Report is identified for the future. 11.11.21: A refreshed format of the Performance Report will be proposed at the January Board alongside the new Business Plan. This will be presented to the Board in March 2022.	Closed
92.	ZEBRA Phase 2	Rowland Potter	The Mayor stated that he would be happy for a joint letter from himself and the Lead Member for Public Health to be sent to Ministers on this issue. He would also be happy to raise it with his mayoral colleagues.	A letter to be drafted as described setting out the CPCA ambition to see the next phase of ZEBRA come to this area.	Open

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96.	Intra-Group Agreement between the CPCA and Cambridgeshire and Peterborough Business Growth Company Ltd (Growth Co)	Jon Alsop/ Robert Parkin/ Alan Downton	Officers confirmed that there was no strategy at present to ensure that none of the CPCA's subsidiaries made a profit and so became liable to corporation tax. The Director of Business and Skills would look at this with the Chief Finance Officer and Monitoring Officer.	A paper will be taken to the Leaders' Strategy Meeting in April 2022.	Open
121.	Capability Fund 2021/22 Grant Award	Rowland Potter	The Head of Transport undertook to share the figures around how much money was left in Tranche 3 with the Board outside of the meeting.	A note was sent to Leaders and CEOs on 8/01/2022.	Closed
126.	March Area Transport Study OBC	Rowland Potter/ Robert Parkin	Cllr Smith commented that she would like to see a full impact assessment of the carbon impact of projects of this type carried out going forward.	A note was sent to Leaders and CEOs on 18/01/2022.	Closed
139.	Budget Monitor Update	Jon Alsop	Cllr Boden asked that future reports should contain more up to date figures.	This has been noted.	Closed
139.	Budget Monitor Update	Jon Alsop	Cllr Smith asked that future reports should contain more detail about specific projects rather than this being contained in other reports on the agenda.	This has been noted.	Closed

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140.	Sustainable Growth Ambition Statement 2022-23 Budget and MTFP	Paul Raynes	To bring a revised Sustainable Growth Ambition Statement to the next meeting of the CA Board.	The Sustainable Growth Ambition Statement will be brought back to the Combined Authority Board on 30 March 2022.	Closed
140.	Sustainable Growth Ambition Statement 2022-23 Budget and MTFP	Alan Downton	To arrange a meeting between members of the Combined Authority Board and the Business Board.	A workshop session has been arranged for 6 April 2022.	Closed
144.	Market Towns Programme - Reprofiting of Budget	Robert Parkin/ Jon Alsop	The Mayor endorsed a request by Councillor Boden that officers should look at the governance arrangements for decisions of this type and whether they required the approval of the Board.	Inter-years budget reprofiling (as in this case) requires express approval at the Combined Authority Board.	Closed
148.	Affordable Housing Scheme – Proposed variation to loan on the former Alexander House, Ely	Roger Thompson	A fuller report on the status of outstanding Affordable Housing Scheme loans will be taken to the March meeting of the Housing and Communities Committee (H&CC) and shared with members of the CA Board.	This has been added to the H&CC agenda plan. Combined Authority Board members are on the distribution list for all H&CC reports.	Closed

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148.	Affordable Housing Scheme – Proposed variation to loan on the former Alexander House, Ely	Roger Thompson / Jon Alsop	The Mayor endorsed a request from Cllr Nethsingha for officers to investigate whether affordable housing loans could be sold on and to report back to the Board.	Officers took an action to discuss the possibilities of selling on Combined Authority Housing loans to third parties with the Authority's treasury advisors. Advice provided is that there is unlikely to be a market for these loans due to their short-term nature. Any sale would necessarily be at a discount and would therefore crystallise a shortfall in funds available to support ongoing grant commitments.	Closed
149.	Local Transport and Connectivity Plan Update	Rowland Potter	The Mayor asked officers to look into the situation in relation to the Route 68 bus in Wisbech as its contract would expire at the end of March 2022 and to report back to Cllr Boden as soon as possible.	An announcement on the Wisbech 68 service extension was made on 28/2/22.	Closed
149.	Local Transport and Connectivity Plan Update	Rowland Potter/ Oliver Howarth	The Chief Executive stated that the Transport team would set up a meeting to discuss bus services.	Bus reform note was shared on 18/01/2022 and CEOs and Leaders were asked for availability, but no formal date agreed.	Open
149.	Local Transport and Connectivity Plan Update	Rowland Potter	Cllr Boden requested a short report at the next CA Board meeting about interim arrangements for bus services whilst the LTCP is revised.	An announcement on the Wisbech 68 service extension was made on 28/2/22. Bus reform note issued on 18/01/2022.	Closed
152.	St Ives and A141 Strategic Outline Business Case	Rowland Potter/ Emma White	The Mayor stated that he would work with officers to get a response sent to Councillor Fuller's letters on this issue.	Response sent from the Mayor 23/02/2022.	Closed
156.	Employment and Skills Strategy and Action Plan	Fliss Miller	Cllr Boden asked to see the data explaining the population trends referenced in the report. The Mayor would also like sight of this.	Discussions have taken place between officers from all Directorates to align data used. A paper referencing data sources will be provided for all current and future papers.	Open