



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

Agenda Item No: 7.5

## Format of Business Board Meetings

To: Cambridgeshire and Peterborough Combined Authority Board

Meeting Date: 30 June 2021

Public report: Yes

Lead Member: Austen Adams, Chair of the Business Board

From: Rochelle Tapping, Deputy Monitoring Officer

Key decision: No

Forward Plan ref: n/a

Recommendations: The Combined Authority Board is recommended to:

Agree that Business Board meetings retain the current format, holding meetings in private with one public annual meeting each year.

Voting arrangements: A simple majority of all Members present and voting.

## 1. Purpose

- 1.1 The Audit and Governance Committee met on 5 March 2021 to consider the draft revised Local Assurance Framework. During that meeting, the Committee expressed concern that meetings of the Business Board were held in private and requested that the Business Board made recommendations to address this concern.
- 1.2 This request was discussed by the Business Board on 19 May 2021. The Business Board's view was that its meetings should continue to follow the current format of holding meetings in private with one public annual meeting each year. The Business Board recognised the need to improve transparency, but felt this should not be at the expense of compromising confidentiality and that the maintenance of confidentiality served an important purpose in the context of the matters under consideration. The Business Board undertook to work earnestly with the Overview and Scrutiny Committee to explore mechanisms to improve transparency. This recommendation was endorsed unanimously by all members of the Business Board.
- 1.3 The report to the Business Board can be viewed via the link below:

[Business Board meeting 19 May 2021 - Item 3.4 refers](#)

## 2. Considerations

- 2.1 These are described in the report referred to at 1.3 above, and in the background papers below.

## 3. Appendices

- 3.1 Appendix 1 - Proposed Amendment to the Assurance Framework

Available to view at [Business Board meeting 19 May 2021 - Item 3.4 refers](#)

## 4. Background Papers

- 4.1 [Audit and Governance Meeting paper 5<sup>th</sup> March 2021](#)
- 4.2 [Audit and Governance Committee Meeting Minutes 5th March 2021](#)
- 4.3 [CA Board Minutes March 2021](#)