



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 7.1

Format of Business Board Meetings

To: Cambridgeshire and Peterborough Combined Authority Board

Meeting Date: 29 September 2021

Public report: Yes

Lead Member: Austen Adams, Chair of the Business Board

From: John T Hill, Director of Business and Skills

Key decision: No

Forward Plan ref: n/a

Recommendations: The Combined Authority Board is recommended to:

Approve the proposed format change for future Business Board meetings and to ask the Monitoring Officer to make the changes to the constitution described in this report.

Voting arrangements: Special voting: a vote in favour by at least two thirds of all Members present and voting.

Any vote in favour must include the vote of the Mayor, or the Deputy Mayor acting in place of the Mayor, to be carried.

1. Purpose

- 1.1 On 5 March 2021 the Audit and Governance 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. This recommendation was considered by the Combined Authority Board on 24 March 2021 in relation to the Local Assurance Framework and it was resolved to 'Refer the recommendation of the Audit and Governance Committee, 'that there should be a presumption that meetings of the Business Board are carried out in public (unless otherwise determined by the Chair)', to the Business Board for comment and consideration.'
- 1.2 On 30 June 2021 the Combined Authority Board considered the Business Board's response. This was a recommendation that, 'Business Board meetings retain the current format, holding meetings in private with one public annual meeting each year, recognising the need to improve transparency but not at the expense of compromising confidentiality, and to work earnestly with the Overview and Scrutiny Committee to explore mechanisms to improve that. On being put to the vote the recommendation was lost. It was agreed that the Chairs of the Business Board and the Audit and Governance Committee would meet to discuss a solution.
- 1.3 Following that discussion, the Business Board considered a recommendation that 'all meetings of the Business Board shall be open to the public unless determined otherwise by the Chair.' This would enable commercially sensitive and confidential items to be discussed and for open and frank exchanges of information and views to be expressed that might not otherwise be offered in an open forum. This forms an important element within governance arrangements.
- 1.4 This proposal was considered by the Business Board on 14 September 2021. Following discussion, the Business Board resolved unanimously to recommend the proposals to the Combined Authority Board for approval.
- 1.5 The report to the Business Board can be viewed via the link below. Item 3.3 refers:

[Business Board meeting - 14 September 2021](#)
- 1.6 The changes to the constitution are that that:

the word 'not' be removed at point 4.1.7 of the Assurance Framework to read: 4.1.7:
All other meetings of the Business Board shall be open to the public unless determined otherwise by the Chair,

And

That paragraph 1.3 of Part two of the Business Board procedure rules (appendix 5 of the constitution be amended by removing the word 'not', to read: *With the exception of 1.1 above, meetings of the Business Board shall not be open to the public unless determined otherwise by the Chair.*

2. Considerations

- 2.1 None

3. Appendices

3.1 None

4. Background Papers

4.1 [Audit and Governance Committee 5 March 2021](#)

4.2 [Combined Authority Board 24 March 2021](#)

4.3 [Combined Authority Board 30 June 2021](#)