



THE BUSINESS BOARD

Business Board: Minutes

(Draft minutes published on 19 May 2023)

Date: 15 May 2023

Time: 2:30pm – 4:25pm

Present: Alex Plant (Chair), Andy Neely (Vice-Chair, virtual), Vic Annells, Tina Barsby, Belinda Clarke (virtual), Mike Herd, Mayor Dr Nik Johnson, Al Kingsley, Nitin Patel, Anna Smith (virtual) and Rebecca Stephens.

1. Apologies for Absence and Declarations of Interest

No apologies had been received for the meeting, but the Board noted the recent resignation of Aamir Khalid and recognised his support to the Business Board over the years.

2. Minutes – 13 March 2023

The minutes of the meeting held on 13 March 2023 were approved as a correct record and signed by the Chair.

- Business Board noted the Minutes Action Log.

3. Budget and Performance Report

The Business Board received the latest budget and performance report, which provided the draft unaudited position relating to the revenue and capital funding lines within the Business and Skills directorate for the 2022/23 fiscal year.

While discussing the report, the Business Board expressed some concern over the disparity between some of the budgets and actuals, asking whether there are lessons to be learned there or if these should be expected. Officers confirmed that a key factor is increased collaboration with the constituent Local Authorities. Projects are able to be initiated a lot quicker if the funding from Government can be passed along to the in a more expedient way; and this is starting to happen now with more joint meetings between the Combined Authority and constituent councils taking place.

It was resolved unanimously to:

- a) Note the financial draft unaudited position relating to the revenue and capital funding lines within the Business and Skills Directorate for the 2022/23 fiscal year.

4. Strategic Funds Management Review March 2023

The Business Board received an update on strategic funding programmes and their progress to 31 March 2023, including the spend performance of strategic funds, performance and monitoring of projects and a proposed strategy for investing remaining recycled funds.

During the update, officers highlighted the following:

- Table 3.2 shows four projects with £0 spend to date.
 - Since publication of the papers the Business Growth Service – Inward Investment Expansion project has now had the £400,000 grant funding spent.
 - The COWA Net Zero Project will be coming back to Business Board with a project change request. It is the Board's gift to either approve

the change at that point or decline the request and allocate the money elsewhere.

- The Ramsey Produce Hub project is closely tied to the Shared Prosperity Fund; once the funding for that comes in, the funding for the Ramsey Produce Hub follows.
- Phase 3 of the University of Peterborough project may sit at zero for a while yet as the funding will not be drawn until the Levelling Up Funding is spent.
- From the recycled Local Growth Fund, the Board has approximately £4m in the medium term as well as enterprise only income. A sub group is being set up to work on shortlisting options into a funding development strategy to bring back to a future Business Board meeting, the first meeting of this working group with members is on 25 May 2023.
- The Community Renewal Fund is now complete, with both projects very successful in the main. Final evaluation reports for both projects appended to this board report.
- DLUHC announced an additional £1.125m additional funding awarded to the Combined Authority to enhance capability and capacity to deliver levelling up bids.
- They have also confirmed the allocation of £3.2m to the Combined Authority for rural funding. Officers are working with partners in Local Authorities on the processes for managing and deploying that scheme.

During discussion of the report, the Business Board:

- Asked for the table in 3.2 to be reworked to show the difference between projects that are on track and those that are behind schedule.
- Clarified that if project change requests are declined, the money comes back for reallocation. Another set of projects will have come forward which may be felt to be a better way to spend the money, and any Project Change Request should be considered and compared against these other newer projects.
- Discussed projects that are interlinked and whether in future a balance between those and projects that are independent can be considered. Whether additional criteria to consider could include how much leverage funding projects bring in.

Officers confirmed that the Cambridgeshire and Peterborough Combined Authority is moving towards a single assurance framework: every project will be treated in the same way so these things will be picked up in the future.

It was resolved unanimously to:

- a) Note all programme updates outlined in the paper.

5. Recruitment of new Chair of the Business Board – Constitution Amendment

The Business Board received an update on the progress of recruitment: highlighting the importance of the role not only for the board but for the future of the CPCA, for the area and for relations with government. Penna have been leading on the process but due to the short timescale and the restrictions within the constitution no candidate so far has met all the requirements.

During discussion on the matter, Business Board were of a mind to defer the report until a later meeting, in the hope that a longer time period would yield positive results. They asked for the advert to be recirculated for comment and for Penna to make contact with Board members so they can feed into the process.

It was resolved unanimously to:

- Defer this report until a later date.

6. Business Board Annual Report and Delivery Plan

The Business Board received its Annual Report for 2022-23 and Annual Delivery Plan for 2023-24. The Board was advised that the report would be published on the CPCA website and submitted to the Department for Business and Trade.

While discussing the report, the Business Board asked for Aamir Khalid's name to be added to those who stood down during the year.

The Board also emphasised that sight of the sector strategies cannot be lost. Officers also confirmed that under the new Directorate plan the sector strategies are central to the future of the work programme.

It was resolved unanimously to:

- a) Approve the Business Board's Annual Report and Delivery Plan.
- b) Recommend the Combined Authority Board approves the Business Board's Annual Report and Delivery Plan and for this to be submitted to the Department for Business and Trade (DBT).

7. Business Board Expenses and Allowances

The Business Board received a report on the remuneration and expenses paid to private sector members of the Business Board for the period 1 April 2022 to 31 March 2023 under the Business Board Expenses and Allowances Scheme.

It was resolved unanimously to:

- a) Note the summary of remuneration and expenses paid to members during 2022-23 under the Business Board Expenses and Allowances Scheme.

8. Nomination of Business Board Representatives to the Combined Authority Board

The Business Board received a report seeking a nomination and substitute member for the Combined Authority Board for the municipal year 2023-24.

It was resolved unanimously to:

- a) Nominate the Chair of the Business Board to be a member of the Combined Authority Board for the municipal year 2023-24.
(Note: Andy Neely to be interim Chair until permanent Chair recruited)
- b) Nominate the Vice-Chair of Business Board to be substitute member of the Combined Authority Board for the municipal year 2023-24
(Note: Mike Herd to be interim Vice-Chair until permanent Chair recruited)
- c) Note the requirement to appoint two business board representatives to each of the following committees
 - Transport and Infrastructure Committee
 - Skills and Employment Committee
 - Environment and Sustainable Communities Committee
- d) Recommend the nominations to the Combined Authority Board

9. Tour of Britain Cycling Event – Cambridgeshire Stage

The Business Board received a report which considered a funding proposal received from Cambridgeshire County Council to contribute towards the costs of hosting a Cambridgeshire start stage of the Tour of Britain cycling event. CPCA grant funding of £100,000 is requested towards hosting costs. The report asked for Business Board to recommend the Combined Authority to approve the requested funding from the CPCA Enterprise Zone Funds.

During discussion on the matter, the Business Board:

- Noted that this is a great project which encourages active travel lifestyles, addresses health inequalities and would fit well into "selling" the area.

- Strongly felt that it would be difficult to reconcile the Enterprise Zone receipts as the best source for the funding.

It was resolved unanimously to:

- a) Consider the funding request received from Cambridgeshire County Council to contribute towards the cost of hosting a Cambridgeshire stage of the Tour of Britain, and

Unanimously against:

- b) Recommend the Combined Authority Board approve grant funding of £100,000 towards hosting costs (£84,000 plus VAT and associated fees) from CPCA Enterprise Zone Funds.

Officers were asked to look into other options for funding this initiative.

10. Governance Arrangements

The Business Board received a report giving an overview of the changes to governance at the Combined Authority and the elements specific to Business Board, as well as seeking appointments to the thematic committees and an agreed approach to the next steps in delivering the governance of the Business Board.

During discussion on the report, the Business Board:

Queried and had confirmed by officers that the Business Advisory Panel will remain but is subject to review.

Noted that it is important that the Business Board is an independent advisory voice but with a closer working relationship with the Combined Authority. This puts us in a good position for funding going forwards as the government is keen on integration between Combined Authorities and the business voice.

Emphasised that this is not a fundamental shift but a continuation of what has been tried for a while, for example with a Business Board member as the chair of the Employment and Skills Board.

Confirmed that this is on a trial basis and that remuneration may need to be considered in the future.

It was resolved unanimously:

- a) Note the changes to Governance Arrangements at the Combined Authority
- b) Appoint two Business Board representatives to:
 - Transport and Infrastructure Committee (Rebecca Stephens, Andy Williams)
 - Skills and Employment Committee (Vic Annells, Nitin Patel)
 - Environment and Sustainable Communities Committee (Tina Barsby, Belinda Clarke)
- c) Note the change in role of the Business Board set out in section 5
- d) Note the change in CPCA representation on the Business Board as set out in section 5
- e) Note the Business Board key functions set out in paragraph 5.4
- f) Agree proposed next steps in developing the Business Board element of the CPCA constitution as set out in paragraph 5.6
- g) Endorse improvement actions set out in paragraph 5.8
- h) Consider its response to matters raised by the CPCA Board in paragraph 5.12

11. Business Board Headlines for Combined Authority

The Business Board noted the headlines highlighted by the Chair, for consideration by the Vice-Chair to convey at the Combined Authority Board meeting on 31 May 2023.

12. Business Board Forward Plan

Confirming that the next meeting was scheduled to be held on 10 July 2023, the Business Board noted the Forward Plan.

At the close of the meeting, speaking on behalf of the Business Board, Dr Nik Johnson thanked Alex Plant for his work and achievements. He took on the Business Board at a time when it was under huge strain and outside observation. The measure of someone who walks towards a problem rather than going with the flow, a huge thank you and all the best going forwards.

Chair
10 July 2023