



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

## Cambridgeshire and Peterborough Combined Authority: Minutes

Date: Wednesday 30 November 2022

Time: 10.03am – 3.06pm

Venue: Civic Suite, Pathfinder House, Huntingdon PE28 3TN

Present: Councillor A Smith (Statutory Deputy Mayor), Councillor S Allen – Peterborough City Council, Councillor A Bailey – East Cambridgeshire District Council, Councillor J French – Fenland District Council (10.31am to 1.45pm), Councillor L Nethsingha (Non-Statutory Deputy Mayor) – Cambridgeshire County Council, A Plant - Chair of the Business Board, Councillor T Sanderson – Huntingdonshire District Council and Councillor B Smith – South Cambridgeshire District Council

Co-opted Members: (non-voting) Councillor E Murphy – Fire Authority, J Peach – Deputy Police and Crime Commissioner (to 1.45pm) and J Thomas, Integrated Care Partnership

Apologies: Mayor Dr Nik Johnson, Councillor C Boden (substituted by Councillor J French), Councillor S Conboy (substituted by Councillor T Sanderson), Councillor W Fitzgerald (substituted by Councillor S Allen) and Police and Crime Commissioner D Preston (substituted by Deputy Police and Crime Commissioner J Peach)

### Part 1 - Governance items

#### 296. Announcements, apologies for absence and declarations of interest

The Statutory Deputy Mayor stated that she would be discharging the Mayor's duties while he took a leave of absence following a medical procedure. The Board and those present joined her in wishing the Mayor a speedy recovery.

The Statutory Deputy Mayor stated that she had only recently been appointed to this role, taking over from Councillor Lewis Herbert. Councillor Herbert had been an integral part of the Combined Authority since the earliest discussions of a Devolution Deal for the area, and had served as a member of the Board since it was established in 2017.

He had chaired the Combined Authority's Housing and Communities Committee for the past year, and would remain a substitute member of the Board. In October, Councillor Herbert's contribution to local government had been recognised with a lifetime achievement award at the National Councillor Awards. The Statutory Deputy Mayor placed on record the Board's thanks to Councillor Herbert for his service and commitment to the Combined Authority.

## 297. Combined Authority Board and Committee Membership Update

The Board reviewed a number of changes to committee memberships notified by constituent councils. Acting in place of the Mayor, the Statutory Deputy Mayor nominated Councillor Bridget Smith as Chair of the Housing and Communities Committee for the remainder of the 2022/23 municipal year.

With the consent of the meeting it was resolved unanimously to:

- a) Note the appointment by Cambridge City Council of Cllr Anna Smith as its Board member on the Combined Authority Board for the remainder of the municipal year 2022/2023.
- b) Note the appointment by Cambridge City Council of Cllr Lewis Herbert as the substitute member on the Combined Authority Board for the remainder of the municipal year 2022/23.
- c) Note the appointment by Cambridge City Council of Cllr Simon Smith as one of its members for the Overview and Scrutiny Committee for the remainder of the municipal year 2022/23.
- d) Note the appointment by Cambridge City Council of Cllr Jenny Gawthrope-Wood as its substitute member on the Overview and Scrutiny Committee for the remainder of the municipal year 2022/23.
- e) Ratify the appointment by South Cambridgeshire District Council of Cllr Peter Sandford as the substitute member on the Housing and Communities Committee for the remainder of the municipal year 2022/23.
- f) Ratify the appointment by South Cambridgeshire District Council of Cllr Bridget Smith as the member for Housing and Communities Committee for the remainder of the municipal year 2022/23.
- g) Ratify the nomination of Cllr Bridget Smith by Cllr Anna Smith acting in the place of the Mayor as the Chair for Housing and Communities Committee for the remainder of the municipal year 2022/23.

## 298. Minutes – 19 October 2022 and minutes action log

The minutes of the meeting on 19 October 2022 were approved as an accurate record and signed by the Statutory Deputy Mayor.

The Action Log was reviewed, and clarification sought around the undertaking given at the previous meeting that the Bus Service Improvement Plan (BSIP) report due to go to the Transport and Infrastructure Committee (TIC) in November would subsequently be brought to the Board. Officers stated that the TIC discussion had focused on the draft Bus Strategy and that the BSIP would be taken to TIC and the Board at a later date. A timeline on the BSIP was requested. **Action required**

An update was requested on the action which had been taken to resolve the issues around bus timetabling and provision of replacement bus services (minute 270 refers). Officers suggested this was discussed under the Bus Strategy item (minute 311 refers).

Officers undertook to review the action log to ensure that all actions identified in the minutes of the October meeting had been addressed. **Action required**

## 299. Petitions

No petitions were received.

## 300. Public questions

Three public questions were received. These were from Lily Rivers, a local resident; Robin Sutton, representing Friends of the Manor; and Richard Parkinson, a local resident. A copy of the questions and responses can be viewed [here](#).

Councillor Boden had sent apologies for the meeting and provided a written response to the question addressed to him outside of the meeting.

## Part 2 – Improvement Plan

## 301. Combined Authority Monthly Highlights Report: November 2022

The Combined Authority monthly highlights report was being introduced as a standing agenda item to provide an overview across the range of CPCA business. Some business as usual activity had been included as context, together with an update on the work of the M10 mayoral combined authorities' group and the Local Transport and Connectivity Plan (LTCP). Activity was underway to try to reinvigorate Government interest in the Ely Area Capacity Enhancements and future reports would contain more information around promotion and lobbying opportunities. The Chief Executive invited informal feedback on the content of the report outside of the meeting.

Board members described the report as a helpful addition to the agenda, which demonstrated the value and value added being delivered by the CPCA.

The Board's attention was drawn to the opening of a new training building in Chatteris earlier in the week which had been supported in part by Business Board funding. Its success would in part be dependent on people being able to access it, which would be significant for the CPCA bus strategy.

It was resolved to:

- a) Note the content of this report.

## 302. Improvement Plan Update

The report set out progress made in October, while the appendix gave more detail around the activity planned in November and set out key risks and mitigations. Discussions had taken place with the Board and the Chief Executive around future ways of working. The Chief Executive had written to the external auditor on progress made since June and a copy of this letter had been shared with the Board. Work to establish the Independent Improvement Board (IIB) was progressing and IIB members would meet the Board on the planned induction day. Lord Kerslake, Chair of the IIB, was in regular contact with the Statutory Deputy Mayor and Chief Executive.

In discussion, Members:

- Asked how the Board could support the improvement process. Officers invited Board members' active engagement in the discussions taking place and their feedback on progress or other elements they wished to see.

[Councillor French joined the meeting at 10.31am]

- Noted that the review of the Constitution was an integral part of the improvement activities as this would set out arrangements for decision-making, behaviour and how the CPCA conducted its work. A systematic Member-driven approach had been taken to the review. There was agreement that the executive committees should take on more work, but the way business was delegated and the call-in process would be discussed with Members prior to proposals being brought to the Board.
- Expressed surprise that the letter to the external auditor had not referenced serious governance failures such as the Ting, commenting on the need to be overt and transparent about such things. The Chief Executive stated that following a change of process, external auditors now raised any potential risks as soon as they became aware of them, rather than at the end of the year. The Chief Executive's note was provided at the request of the external auditor and was a response to the external auditor's letter. This would be taken into account as EY's annual letter for 2021/22 was prepared.

It was resolved to:

- a) Note the progress made against the actions set out in the CPCA Improvement Plan for October.
- b) Note the development of arrangements for the Independent Improvement Board.

## Part 3 - Finance Reports

### 303. Budget Monitoring Report

The Board reviewed the forecast outturn position for the six month period to the end of September 2022. A revenue underspend of c£9.3m was forecast against a budget of c£75m. The majority of this related to the revenue element of net zero homes capital grants, and so did not represent a genuine saving. An increase in income on treasury balances was forecast, and there was an improved overall position in relation to bus services. Actual expenditure to date was low, but much of this related to the Transforming Cities Fund which would be discussed later in the meeting (minute 313 below refers). Slippage on the capital programme was being monitored by the internal Performance and Risk Committee (PARC) and an internal audit report had been commissioned. Officers offered a note outside the meeting on the grants referenced at section 3.7. Action required

It was resolved to:

- a) Note the financial position of the Combined Authority for the year to date.
- b) Note the increase to the Local Transport Grant following extension by the Department for Transport.

### 304. Draft 2023/24 budget and medium-term financial plan 2023 to 2027

The Board was invited to approve the draft Budget for 2023/24 and the draft Medium-Term Financial Plan (MTFP) 2023/24 to 2026/27 for consultation purposes.

The 2022/23 budget setting process had allocated most available funds to climate related projects, transport and skills and for this iteration there was relatively little revenue and capital headroom. Detailed approved and subject to approval lines were set out in the appendices to the report and showed the expected balances for each year. The overall balance for revenue and capital for each year to the end of the MTFP were balanced and affordable, before taking into account significant bus costs. Increased costs in the current year would be covered by transport savings, but significant budget pressures were anticipated from 2023/24 onwards. This would require either additional funding in excess of current provision or the limiting of the service within existing funding levels. The range of funding options might include seeking contributions from constituent councils, making savings within the CPCA or a Mayoral precept. Subject to its approval, the budget would comprise two elements: those projects which had been approved by the Board and which had funding available to drawdown and those which were subject to approval, and which would need to be

brought to Board for approval prior to the drawdown of funds. A number of significant funding streams were coming to an end, and one of the improvement workstreams was looking to identify where the next tranches of funding would come from. In relation to LEP/ Business Board funding, some combined authorities funded these from other sources of income. It was noted that the Business Board was partly funded through Enterprise Zone receipts. The draft local government settlement was due in the week before Christmas, but that did not cover LEP core funding or the Mayoral capacity fund, and the timeframe for those was not yet known.

The Chief Executive stated that uncertainty was not generally an issue with combined authorities' budget setting, but this year it was due to the national situation. The Treasury was looking at several elements of revenue funding at a national level, including core funding to LEPs and the Mayoral capacity fund, and at uncommitted capital funding. It was unclear when clarification on this would be received, but it was hoped that this would be before the Board met in January.

In discussion, Members:

- Emphasised the importance of the Business Board working collaboratively with constituent councils and local government to leverage funds and maximise the benefits which could be delivered for Cambridgeshire and Peterborough.
- Asked what would happen if revenue funding for the Business Board was pulled and whether this was being discussed by the M10 group.
- Asked whether the CPCA had any unspent or unallocated funds which might be at risk. The Chief Executive clarified the word he had used was 'uncommitted', and that the M10 group was emphasising that something not yet being in contract did not mean that a lot of work might not already have been done on it.
- Noted that the CPCA had received a flat cash settlement of £20m per year over 30 years, which was subject to inflation erosion.
- Noted the option of asking constituent councils to provide additional funding. In this context it was flagged that the County Council was already facing budgetary pressures, with its in-year budget gap having increased significantly.
- Emphasised the importance of maximising use of the investments already made by the CPCA, such as the University of Peterborough and the Chatteris Skills Training Centre, and ensuring that people could access these.
- Commented that there was a missing element from the MTFP, in that it did not include a strategy for bus service improvements.
- Commented that they had understood that the Board would review all projects allocated the previous December and take a fresh view on prioritising spend. They would like to see the projects added in December expressly included in section 2.2.8 of the report and expressed the view that there was a choice between bus services and those December projects and a need to prioritise. They would want to look at this before considering alternatives such as a Mayoral precept. Officers stated that

the review of existing projects had been discussed at a Leaders' strategy meeting and the decision had been taken to continue with them for now. There had been some discussion of forming an investment committee, and this would be discussed again with Leaders.

- Highlighted the £8m cost of running the organisation. A Member felt that the costs associated with the Housing directorate should be reviewed and expressed the view that there was scope to reduce that cost. Officers stated that discussions around the housing programme were on-going, but the costs were still currently in the budget.
- Offered the view that the last round of funding allocations had been subject to a robust process which had included an improved scoring process. Another Member clarified that they were not questioning that these were good projects which had gone through a proper process. However, in light of new financial pressures they felt that these should be looked at again.

On being proposed by the Statutory Deputy Mayor, seconded by the Non-Statutory Deputy Mayor, it was resolved by a majority to:

- a) Approve the Draft Budget for 2023/24 and the Medium-Term Financial Plan 2023/24 to 2026/27 for consultation.
- b) Approve the timetable for consultation and those to be consulted.

## Part 4 – Combined Authority decisions

### 305. Greater South East Net Zero Hub (KD2022/053)

The Board's approval was sought as the Accountable Body for the Greater South East Net Zero Hub (GSE NZH) to delegate authority to the Interim Chief Executive to address some logistical and governance matters. The Lead Member for the Environment and Climate Change spoke of the high calibre of the workforce and the impressive work now being done by the GSE NZH.

On being proposed by Councillor B Smith, seconded by Mr Plant, it was resolved unanimously to:

- a) Recognise Agree the acceptance of the BEIS GSE Net Zero Hub MoU 2022 to 2025.
- b) Delegate authority to the Interim Chief Executive, in consultation with the Chief Finance Officer and Monitoring Officer, to enter into agreements and approve the budgets corresponding to the BEIS funding agreements for the delivery of new projects and pilots.

- c) Delegate authority to the Interim Director of Corporate Services, in consultation with the Chief Finance Officer and Monitoring Officer, to update the Net Zero Hub Board Terms of Reference and Accountable Body Agreement.
- d) Delegate authority to the Net Zero Hub Board for the use of the grants where the decisions do not impact the Combined Authority budget or staffing arrangements.
- e) Note the Greater South East Net Zero Hub bid into the Home Upgrade Grant Phase 2 challenge fund being run by BEIS and, if this is successful, agree to the mobilisation of the project, commence procurement, invite bids and award to successful bidders, and the creation of budget lines to expend the HUG2 funding.

### 306. Climate and Strategy Business Cases November 2022 (KD2022/055)

The Board's approval was sought for the business cases for the Waterbeach Renewable Energy Network (WREN) and Greater Cambridge Chalk Stream projects. If approved, the WREN project would lever in £4m in match funding. The Lead Member for the Environment and Climate Change described this as the type of project which the CPCA should support. The damage to chalk streams due to extraction and the heat during the summer was referenced.

A Member stated that they would be abstaining from the vote as they felt there was a need to look in the round at the projects being funded. However, they wished to be clear that this was not because they were not supportive of these projects.

On being proposed by Councillor B Smith, seconded by the Non-Statutory Deputy Mayor, it was resolved by a majority to:

- a) Approve the Business Case for Waterbeach Renewable Energy Network project and approve £2.7m from the subject to approval line in the medium-term financial plan (MTFP).
- b) Approve the Business Case for the Greater Cambridge Chalk Stream project and approve £300,000 capital and £120,000 revenue from the subject to approval line in the MTFP.
- c) Approve the revised expenditure profiles as set out in the Business Cases

### 307. Local Nature Recovery Strategy Grant

It was proposed to passport £16,304 to Cambridgeshire County Council as the delivery body for the Local Nature Recovery Strategy. Officers were working closely on this with Natural Cambridgeshire and there would be additional funding from Government.

On being proposed by Councillor B Smith, seconded by Mr Plant, it was resolved unanimously to:



Approve the creation of an expenditure budget to enable payment of £16,304 to Cambridgeshire County Council towards preparation for a Local Nature Recovery Strategy.

### 308. Market Towns Programme Financial Update November 2022 (KD2022/043)

This report was originally due to be considered on 19 October 2022, but was withdrawn with the consent of the Board to allow time for further work. Approval was sought for revised project expenditure for the projects set out in the report and the reallocation of underspent funds.

A public question on this report had been received for Councillor Boden. In Councillor Boden's absence, a written response was offered which would be published and circulated to Board members for information. A copy of the question and written response can be viewed [here](#). Minute 300 above also refers.

On being proposed by the Statutory Deputy Mayor, seconded by Mr Plant, it was resolved unanimously to:

- a) Note the latest financial position for the Market Towns Programme and approve revised project delivery profiles and extended completion forecasts as set out within the latest Market Towns Programme Delivery Tracker.
- b) Approve the reallocation of £195,000 from the cancelled Whittlesey Heritage Centre project to fund the four proposed community projects, subject to external appraisal and sign-off from the CPCA Performance and Risk Committee (PARC).
- c) Approve the submission of a funding application from Fenland District Council to the Combined Authority Board in January 2023 to consider the allocation of £255,750 towards progressing a Strategic Outline Business Case for Whittlesey Southern Relief Road.
- d) Approve the reallocation of any underspend from 'closed or completed' projects to cover the funding gap for the Chatteris Museum and Community Centre project, and any other 'in delivery' projects requiring additional funds within the Programme portfolio, subject to sign-off from the CPCA Performance and Risk Committee (PARC) and Chief Finance Officer.

### 309. Combined Authority Gainshare Equity Fund (KD2022/071)

The Board was invited to approve the Full Business Case for the Growth Works Equity Fund and the drawdown of £10million Gainshare funding which was currently subject to approval in the medium-term financial plan (MTFP). The FBC had been approved by the internal Performance and Risk Committee (PARC) in November.

On being proposed by the Statutory Deputy Mayor, seconded by Mr Plant, it was resolved unanimously to:

- a) Approve the Full Business Case for the Growth Works Equity Fund and approve the drawdown of £10million Gainshare currently 'subject to approval' in the medium-term financial plan (MTFP).
- b) Delegate authority to Interim Associate Director Business in consultation with Chief Finance Officer and Monitoring Officer to complete procurement and contract with delivery partners to commence delivery of the fund.

The meeting adjourned from 11.35 to 11.50am.

By recommendation to the Combined Authority Board

Recommendations from the Transport and Infrastructure Committee

### 310. Call-in of decision by the Transport and Infrastructure Committee: Demand Responsive Transport

One public question had been received which related to this report. A copy of the question and written response can be viewed [here](#). Minute 300 above also refers.

The Constitution stated that three members of the Board could call in a committee decision by notifying the Monitoring Officer. The decision would not be implemented, and would be referred to the Combined Authority Board for review and decision. The Transport and Infrastructure Committee (TIC) decision on Demand Responsive Transport on 16<sup>th</sup> November 2022 had been called in, in accordance with these arrangements.

The Monitoring Officer stated that the options available to the Board were set out in the report. In her judgement, there were essentially two choices – either to uphold the decisions made by the TIC, or to overturn and replace them. The decision would be subject to the special voting arrangements set out in the Constitution in relation to any spending plans or plans for the allocation of transport-related funding. This required a vote in favour by at least two-thirds of all Members (or their Substitute Members) appointed by the Constituent Councils present and voting, to include the Mayor or Deputy Mayor acting in their place and the Members appointed by Cambridgeshire County Council and Peterborough City Council, or their Substitute Members. In response to a question, the Interim Monitoring Officer clarified that if none of the options set out in the report received the Board's support the decision made by TIC on 16<sup>th</sup> November would stand.

Officers stated that the call-in of the TIC decision had been taken very seriously. An internal investigation had been undertaken in relation to the absence of proper authorisations and new measures would be introduced as a result and details circulated

to Board members. The Board was advised that the decisions made at TIC had received the Committee's unanimous support.

A Board member outlined their concerns around decision-making in relation to demand responsive transport (DRT) and their reasons for calling the decision in. In March, the Board had noted a decision by the TIC to extend the TING trial from April to July 2022 to give more time to collect data around performance and usage. Reservations had been expressed at that meeting by several Members in relation to the cost and efficiency of demand responsive transport generally, and they had requested and received assurances that information would come back to the Board at the end of the pilot period. Unfortunately, that did not happen. The Member commented that they supported pilot projects and creative solutions to transport problems, and that they did not dispute that the TING offered an excellent service. However, during its first year of operation, every TING journey had cost £16.20 in public subsidy. This compared to a subsidy of £2.28 per passenger journey for the Ely Zipper. In addition, the Ely Zipper model had the potential to reach zero subsidy if passenger numbers increased, which was not the case for the TING. There had also been serious governance failures in relation to TING. The service had been due to end in July, but it had been improperly allowed to run into the autumn with no governance in place. The Member accepted that this had been a mistake, but realising this they had begun asking officers questions around this in September. The previous week they had been advised that the re-contracting of TING was undertaken by officers in August and September with no democratic input, in breach of Constitutional process. Hence the retrospective recommendation which had been taken to the TIC. The Member had been alerting officers to issues with the TING procurement since early October, and yet an officer decision notice (ODN) had been used to approve £75k for six weeks of service to the end of November which they deemed to be an exorbitant cost, and the notice itself had contained multiple inaccuracies. Officers had also let a new contract in September to an unknown, unproven and non-local contractor, although the Member understood that this was based on an exchange of correspondence rather than an actual contract. They also had questions around the Vectare procurement, but would leave those for another time. The Member expressed themselves appalled that officers had spent £425k without democratic authority on a contract they deemed financially unsustainable at a time when the Board was fighting to save the bus services which had been stopped by Stagecoach. Other bus service contract dates had been aligned to the end of March 2023 so that decisions could be taken in the round at that point, which they considered sensible. They did not want to leave TING users with no service without notice, so were considering moving an amendment to continue the TING service to the end of March 2023 to align with this. However, they judged that the cost of the TING service meant it would be unaffordable to roll it out to other areas, and commented that the area it served had three scheduled bus services. The Member considered that they had been placed under inappropriate pressure to withdraw the call-in.

The Monitoring Officer stated that two matters had been raised which she considered would benefit from legal advice, and suggested the Board consider moving into private session to hear this.

On being proposed by the Statutory Deputy Mayor, seconded by Councillor B Smith, it was resolved unanimously that:

The press and public be excluded from the meeting on the grounds that the discussion would contain exempt information under Part 1 of Schedule 12A the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. That is, information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption was deemed outweigh the public interest in its publication.

The meeting room was cleared of press and public.

[Private discussion]

On being proposed by the Statutory Deputy Mayor, seconded by the Non-Statutory Deputy Mayor, it was resolved unanimously that the meeting should return to public session.

The Statutory Deputy Mayor stated that the Board had received extensive legal advice from the Interim Monitoring Officer in private session. The Board would now resume its public debate.

- Commented that there had been some critical comments expressed about officers which they did not support and expressed concern about a demotivated workforce.
- Asked that the Member who had stated that they had been put under pressure to withdraw the call-in should justify that remark or withdraw it. The Interim Monitoring Officer advised that no names should be mentioned as this could rise to a defamation claim.
- Shared their view that there was a need to look at how to fill gaps in services. They had been critical of the cost of demand responsive transport in the past, but the advice was that these schemes took time to embed. They judged there was a need to move to more active and public transport, commenting that inequality was driven in part by a lack of access to public transport.
- Thanked Board members for the work they had done on this issue. They judged it was important that Board members were aware of this, but questioned whether the Audit and Governance Committee or Overview and Scrutiny Committee might be better placed to look at this.
- Noted that the Board was aware that the CPCA had experienced significant governance issues in the summer.
- Commented that it was difficult to make direct comparisons between services.
- Suggested confirming the TIC's decisions, but taking a careful look at this issue again when the contract reached its break point in October 2023.
- Expressed concern about the effect on residents in West Huntingdonshire if the service was cancelled.

- Suggested that the Audit and Governance Committee look at the procurement and governance aspects of what had taken place in this case. **Action required**
- Commented that the DRT pilot had run for a year and that they judged it to be an expensive solution in an area with three scheduled bus services.
- Commented that all Board members wanted to look after rural bus services, and recognised the challenge of rural transport. They did not want to see a diminishment of services, and asked whether some renegotiation might be possible. The Interim Monitoring Officer stated that she had provided advice on this point during the private session.
- The Chair asked for a note to be circulated outside of the meeting to provide clarification on TING fares. **Action required**

The Interim Head of Transport stated that Vectare was an established company with a track record and that it had gone through a competitive tender process. Demand responsive transport (DRT) was part of the current Local Transport Plan (LTP) and also the draft Local Transport and Connectivity Plan (LTCP). The Department for Transport (DfT) supported pursuing pilot DRT schemes. The TING served 46 villages in West Huntingdonshire, providing access to key health and employment destinations. It was not one of the CPCA's highest performing subsidised services, but neither was it one of the lowest performers. Lessons would be learned about how report recommendations were articulated.

The Non Statutory Deputy Mayor, seconded by Councillor B Smith, moved recommendation a), that the Combined Authority Board:

Confirm the decisions made by the Transport and Infrastructure Committee in relation to Demand Responsive Transport on 16 November 2022

Councillor Bailey, seconded by Councillor Allen, moved an amendment:

To instruct officers to seek to renegotiate a new break point in March, to align with the contract end date of other subsidised CPCA bus services, and bring this back to Board for decision.

The Interim Monitoring Officer stated that she had covered this issue in private session, and the amendment would not be in line with the advice given in private session.

A Member commented that they understood the purpose of the amendment to be to open a dialogue with the service provider and the Members' wish to align the DRT contract with other subsidised CPCA bus services. However, they would consider this to be a renegotiation of the agreement which would be subject to the risks outlined in the private session.

On being put to the vote, the amendment fell.

The Board moved to the vote on report recommendation a), as moved by the Non-Statutory Deputy Mayor and seconded by Councillor B Smith, that the Combined Authority Board:

Confirm the decisions made by the Transport and Infrastructure Committee in relation to Demand Responsive Transport on 16 November 2022

A majority vote in favour of the recommendation was not carried as that majority did not include the representative of Peterborough City Council as required by the special voting arrangements set out in the Constitution in relation to spending plans or plans for the allocation of transport-related funding.

With the consent of the meeting, the Board chose not to vote on recommendations b) or c) in the published report.

The Board did not agree any of the recommendations contained in the report, neither was an alternative decision made. Therefore, the substantive decisions remained unchanged from those made by the Transport and Infrastructure Committee on 16<sup>th</sup> November 2022. That was to:

- a) Retrospectively authorise the expenditure to continue to procure the Ting service for the period 17 July to 16 October 2022.
- b) Retrospectively authorise Year 1 of the tender and award of a new Ting DRT bus service contract in West Huntingdonshire starting 27 November 2022. The potential term of the contract is three years (1 year with an option to extend for 1 year + 1 year) at a cost of £424,950 per annum.

### 311. Bus Strategy (KD2020/058)

The Board was advised that two additional appendices had been added to the report since it was considered by the Transport and Infrastructure Committee (TIC) on 16 November 2023. These set out comments from TIC members, constituent council members and officers (Appendix 1) and an updated version of the draft Bus Strategy showing tracked changes (Appendix 2). Feedback to date had suggested a greater emphasis on key destinations to support social equity and the importance of the environment. A golden thread would run between the Local Transport and Connectivity Plan (LTCP), the bus strategy and the bus service improvement plan (BSIP). An extension had been agreed by the Department for Transport which would allow the BSIP to be brought to the Board for consideration via TIC in a timely manner, and officers suggested the Board might wish to amend recommendation b) to reflect this.

An amendment was proposed to recommendation b) by Councillor Bailey, seconded by Councillor French, that the Combined Authority Board:

- b) Delegate the responsibility to the Interim Head of Transport ~~and the chair of the Transport and Infrastructure Committee~~ in consultation with the Chief Finance Officer and Monitoring Officer to submit the final Bus Service Improvement Plan

to central government in a timely manner, **following review by the Transport and Infrastructure Committee and approval by the Combined Authority Board.**

[Additional text shown in **bold font**, test removed from the published recommendation shown as ~~struck through~~]

On being put to the vote, the amendment was carried unanimously.

In discussion, Members:

- Thanked officers for their efforts to sort routes and pick-up points, describing this as superb.
- Asked whether the March to Chatteris bus route had been filled, whether the funding strategy was solely reliant on Government funding through the BSIP or other routes and whether it was likely to take four years at best to implement bus franchising. The Interim Head of Transport shared his belief that an operator was in place for the March to Chatteris route and stated that further work was being done internally on the funding strategy. At this stage he considered a timescale of two and a half years for the implementation of bus franchising to be more appropriate, but this must follow correct process and due diligence and he would come back to the Board on this timescale. Officers would be happy to discuss this with constituent councils.

#### Action required

- Welcomed the enhanced focus on supporting access to education, and expressed the hope to see an equal focus on supporting access to healthcare.
- Noted the request from the TIC to make clear that road charging was not currently included in the strategy, and commented that the draft still contained some wording which caused them concern in relation to this as they could not support any measures predicated on road charging or which would infringe on East Cambridgeshire District Council's free parking policy. Officers emphasised that the draft was for consultation purposes at this stage and recommended that the Board should proceed with it as drafted while officers would continue to work with constituent councils and others to refine the wording.

On being proposed by Councillor B Smith, seconded by the Non-Statutory Deputy Mayor, it was resolved by a majority to:

- a) Approve the Bus Strategy to allow for a 6-week public consultation.

It was resolved unanimously to:

- b) Delegate the responsibility to the Interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer to submit the final Bus Service Improvement Plan to central government in a timely manner, following review by the Transport and Infrastructure Committee and approval by the Combined Authority Board.

### 312. A16 Norwood Improvements Outline Business Case (KD2022/042)

The Board's approval was sought for the drawdown of funding from the medium term financial plan (MTFP) to allow the continuation of the scheme to be ready as a pipeline project when funding became available.

On being proposed by the Statutory Deputy Mayor, seconded by seconded by the Non-Statutory Deputy Mayor, it was resolved unanimously to:

Approve the drawdown of £1.2 million from the Medium-Term Financial Plan for the development of the Full Business Case and to delegate authority to the Interim Head of Transport to enter into a Grant Funding Agreement with Peterborough City Council following consultation with the Monitoring Officer and Chief Financial Officer.

### 313. Transforming Cities Fund (KD2022/035)

With the consent of the meeting, it was agreed to amend recommendation b) to strike out the reference to a delegation to the Chair of the Transport and Infrastructure Committee as delegations to individual members were not permitted by the Constitution.

A range of projects from across the region had been considered by the Transport and Infrastructure Committee (TIC) to utilise the underspend within the programme. The Board's approval was sought for those schemes recommended by the TIC.

On being proposed by the Statutory Deputy Mayor, seconded by seconded by the Non-Statutory Deputy Mayor, it was resolved unanimously to:

- a) Agree the recommended capital replacement schemes for the Transforming Cities Fund.
- b) Delegate authority to the Interim Head of Transport to inform the Department for Transport of the revised TCF programme with the expectation that the fund will be allocated in full.
- c) Delegate authority to the interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer to ensure the timely sign off for the Grant Funding Agreements with the County Council and other delivery partners, thereby reducing any potential delay in the programme.



### 314. Wisbech Rail Next Steps (KD2022/014)

The Board's approval was sought to drawdown funding to develop an options appraisal report to look at a variety of options along the route, including a heavy rail option, to allow comparisons.

A Member welcomed the news that progress might be made in relation to Wisbech Rail as this was a source of frustration locally.

On being proposed by the Statutory Deputy Mayor, seconded by the Non-Statutory Deputy Mayor, it was resolved unanimously to:

Approve the drawdown of £80,000 from the Medium-Term Financial Plan for the development of an Options Assessment Report and to delegated authority to the Interim Head of Transport to enter into a Development Services agreement with Network Rail following consultation with the Monitoring Officer and Chief Financial Officer.

### 315. Snailwell Loop (Newmarket Curve)

The Board was advised that the Transport and Infrastructure Committee had considered a report on the Snailwell Loop (Newmarket Curve) on 16 November 2022 and had inadvertently agreed both to pause works and to recommend the approval of funding to continue to develop the project to the Board for consideration. With the consent of the meeting, it was decided that the Board would consider the options rather than referring the matter back to the TIC.

The Snailwell Loop project was included in both the current Local Transport Plan and the draft Local Transport and Connectivity Plan. The project would add benefit to the network in its own right, but the progression of the Ely Area Capacity Enhancements (EACE) would maximise these benefits. The EACE also represented the biggest programme for Transport East, and an event was being planned at Parliament in support of this. Board members would be advised of the details in due course. The TIC had tasked officers to do a piece of work around usage of Soham Station, and this would be shared with the Board. **Action required**

In discussion, Members:

- Commented that the Snailwell Loop was a missing piece of rail track around half a mile long which had been referenced in the Devolution Deal. In their view, this project was critical to maximising the CPCA's investment in opening Soham Station as it would unlock a direct service from Soham to Cambridge. This would support the CPCA's wish to reduce road miles and support modal shift. The Member would also like to see consideration move on to doubling track, commenting that this project had its own value in addition to the importance of the Ely North Junction.
- Endorsed the proposal to approve the necessary budget to enable the continued development of the project, commenting that they wanted to encourage more train services across Cambridgeshire and Peterborough and more travel by train. The Ely Area Capacity Enhancements were crucial to this, and it would be important to

for the Board to collectively keep up pressure on Government on this and to support the scheme in any way it could. The Snailwell Loop was a smaller part of the scheme, but they understood it was closely linked with the EACE.

- Expressed concern that a press release had been issued in error stating that the TIC had agreed to pause the work. This had since been removed.

On being proposed by Councillor Bailey, seconded by the Non-Statutory Deputy Mayor, it was resolved unanimously to:

Approve £150k of the current £500k subject to approval budget to enable continued development of the project and slip the balance into 2023-24.

The meeting was adjourned from 1.45pm to 2.20pm.

Councillor French and Deputy Police and Crime Commissioner Peach left the meeting at 1.45pm.

## Part 6 – Skills Committee recommendations to the Combined Authority

### 316. University of Peterborough, Delivery Update and Future CPCA Role (KD2022/029)

The Board welcomed the continuing success of the University of Peterborough, and of its students.

It was resolved to:

- a) Note the progress of the development of the University of Peterborough, the opening and operation of the phase 1 building to students by ARU Peterborough and its initial and potential performance against the original business plan objectives.
- b) Note the future role of the Combined Authority in the next few months in the further evolution and development of the University through the following:
  - i. Preparation and submission for approval of the Phase 3 full business case including a review of the University's original quantitative objectives set at the Phase 1 full business case, with further recommendations about how to reset these for effective monitoring of the new University.
  - ii. Update and preparation of the University Programme Business Case including partners strategy for delivery.
  - iii. Supporting and managing the preparation and submission of an outline planning application for a scheme to articulate the vision to potentially expand the University campus beyond the phase 3.

- iv. To review the business plan and approach to lettings for the phase 2 building to achieve the best outcome.

### 317. Growth Works Performance Review

The Board was advised that the recommendations contained in the published report had been endorsed in full by the Skills Committee on 7 November 2022, but that the Business Board had not endorsed recommendation iv) to approve an overall reduction of 10% in the jobs created target to 4937 compared to an initial target of 5486, when it had considered the same proposals at its meeting on 14 November 2022. The Chair of the Skills Committee shared their view that the Skills Committee would be happy to defer to the Business Board on this point, and to reject that recommendation.

On being proposed by the Non-Statutory Deputy Mayor, seconded by Mr Plant, it was resolved unanimously by those present to:

Approve the implementation of proposed recommendations from the programme review as outlined at section 8 of the report. These are:

- i. Increase the jobs to be created from the £3m European Regional Development Fund (ERDF) funded grant programme from 400 to 1240;
- ii. Reduce the Growth Coaching Service new jobs target to 1417 to provide capacity to continue to support existing clients;
- iii. Re-allocate 500k of the contracted funding and 454 jobs output target from the Growth Coaching budget line to the Inward Investment service line to give a new total jobs output of 1262 across the Inward Investment contract line;
- iv. Revise the focus of the skills brokerage model from longer term culture change to medium term output deliverables to deliver required learning outcomes, apprenticeship starts and European Social Fund (ESF) key performance indicators;
- v. Approve a more realistic alignment of Growth Works for Skills with the emergent needs of local businesses.

## Part 7 – Housing and Communities Committee recommendations to the Combined Authority

### 318. Digital Connectivity Programme Reprofiling

The Board was advised that officers were seeking approval to re-profile the digital connectivity programme budget, and not to change it.

On being proposed by the Statutory Deputy Mayor, seconded by Councillor B Smith, it was resolved unanimously by those present to:

Approve the re-profiling of the Digital Connectivity Programme budget as below:

	2022-3	2023-4	2024-5	Total
<b>Original Budget</b>	2,118,000	1,500,000	1,500,000	5,118,000
<b>Revised Budget</b>	1,262,000	1,943,000	1,913,000	5,118,000

## Part 8 – Business Board recommendations to the Combined Authority

### 319. Strategic Funds Management Review November 2022

The report contained an appendix which was exempt from publication under Part 1 of Schedule 12A of the Local Government Act 1972, as amended, in that it would not be in the public interest for this information to be disclosed - information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption was deemed to outweigh the public interest in publishing it. The Statutory Deputy Mayor asked whether any Member wished to discuss the exempt appendix. No Member asked to do so.

The Board was advised that the Business Board felt it was unlikely that the South Fens Enterprise Park project would deliver as planned. However, the original intention which lay behind the project was something which the Business Board would be willing to consider in future.

On being proposed by the Chair of the Business Board, seconded by the Non-Statutory Deputy Mayor, it was resolved unanimously by those present to:

Decline the Project Change Request for the South Fens Enterprise Park project, and for funding to be clawed back in line with the existing grant agreement.

## Part 9 – Governance reports

### 320. Governance of CPCA Subsidiary and Fully Owned Companies – Shareholder Board

The Board's approval was sought for the creation of a Shareholder Board to ensure that the Combined Authority's subsidiary companies acted in the interests of the CPCA as shareholder, member or lender and contributed to the Authority's objectives. A recent internal audit report had highlighted the need for more governance around the CPCA's wholly or partly owned subsidiary companies. Five companies were listed at section 2.8 of the report, excluding OneCAM Ltd which was in the process of being wound up.

On being proposed by the Statutory Deputy Mayor, seconded by Councillor B Smith, it was resolved unanimously by those present to:

- a) Approve the creation of a Shareholder Board to ensure that CPCA subsidiary companies act in the interests of the CPCA as shareholder, member and / or lender and contribute to the Authority's objectives.
- b) Note the draft Terms of Reference at set out at Appendix 2 and delegate approval of final terms to the Chief Executive Officer in consultation with the Lead Member for Governance, the Chief Finance Officer and the Monitoring Officer.

### 321. Forward Plan November 2022

With the consent of the meeting, it was resolved to approve the Forward Plan for November 2022.

### 322. Part 10 – Exempt Matters

It was resolved that the press and public be excluded from the meeting on the grounds that the report contained exempt information under Part 1 of Schedule 12A the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. That is, information relating to an individual; information which is likely to reveal the identity of an individual; and information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption was deemed to outweigh the public interest in its publication.

### 323. University of Peterborough - Proposal to offer a loan to R&D Company 2 Delivering the University Phase 2 Building

On being proposed by the Statutory Deputy Mayor, seconded by the Non-Statutory Deputy Mayor, it was resolved unanimously by those present to:

- a) Approve recommendation a).
- b) Approve recommendation b).

### 324. Transition Arrangement: Resignation of Officer

It was resolved to:

Note the report.

325. Exempt minutes of the Extraordinary meeting of the Combined Authority Board on 20 May 2022

The minutes of the Extraordinary meeting of the Combined Authority Board on 20 May 2022 were signed by the Statutory Deputy Mayor.

326. Exempt minutes of the Combined Authority Board meeting on 31 August 2022

The minutes of the meeting on 31 August 2022 were signed by the Statutory Deputy Mayor.

(Statutory Deputy Mayor)