



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.	Open

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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.	Open
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.	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 March Board meeting alongside the new Business Plan.	Open
49.	Performance Report and Devolution Deal Update	Paul Raynes	Officers were asked to produce a fuller description of progress to date against Devolution Deal commitments before the end of the year, to be considered either by the Board or at a Leaders' strategy meeting.	09.08.21: Officers will consider this, as a refreshed format of the Performance Report is identified for the future. 11.11.21: A report on progress against Devolution Deal commitments is on the agenda for the January Board meeting.	Closed
49.	Performance Report and Devolution Deal Update	Paul Raynes	Officers were asked 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 March Board meeting alongside the new Business Plan.	Open

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49.	Performance Report and Devolution Deal Update	Paul Raynes	Officers to update the section on health to reflect the current position in relation to integrated working between health and social care in future reports.	09.08.21: This will be reviewed closely during the next update of the Devolution Deal report in January 2022.	Closed
86.	Local Assurance Framework Annual Review	Jon Alsop/ Robert Parkin	In future iterations: <ol style="list-style-type: none"> 1. Expand the reference to portfolios in the final paragraph of paragraph 3.2. 2. Remove tracked formatting changes so that substantive changes are more easily identified. 	Noted. This will be reflected when the Local Assurance Framework is next brought before the Combined Authority Board in March 2022.	Closed
87.	Budget Monitor Update	Rowland Potter/ Oliver Howarth	Councillor Bailey commented that she would like to see the Bus Task Force re-instated. The Mayor stated that this could be discussed at a future Leaders' strategy meeting.	The first meeting of the reinstated Bus Task Force with district representatives is now scheduled on 14 th March and it is proposed they meet quarterly.	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 Minsters 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)	John T Hill/ Jon Alsop/ Robert Parkin	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 February 2022.	Open
105.	Future Proposals for OneCAM Ltd and the Local Transport Plan Refresh	Robert Parkin	The Monitoring Officer undertook to confirm whether there were any onward costs associated with the rescinding of job offers.	Completed.	Closed
118.	Budget Monitor Report November 2021	Eileen Milner/ Rowland Potter	The Chief Executive undertook to provide Cllr Bailey with further detail outside of the meeting around the A10 Dualling project and the rationale for this being considered by the County Council's Highways and Transport Committee.	Meeting recently held with Cllr Bailey and action resolved following that meeting.	Closed
119.	Draft Sustainable Growth Ambition Statement and 2022/23 Draft Budget and Medium-Term Financial Plan 2022 - 2026	Paul Raynes	The Mayor asked that some specific consultation around the draft Sustainable Growth Ambition Statement should be undertaken with business.	Strategy and Communications team colleagues will set up a business workshop event.	Closed

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		Jon Alsop/ Paul Raynes	The Mayor asked the Chief Finance Officer and Director of Delivery to reflect on the Chair of the Business Board's comments around the practice of other Combined Authorities of ring-fencing funding to support business and his suggestion of encouraging business to capitalise on opportunities in relation to the products, services and supply chains needed to support environmental change as part of the budget setting process.	This will be considered as part of the Medium-Term Financial Plan budget setting process.	Closed
120.	Cambridgeshire and Peterborough Independent Commission on Climate Independent Report	Paul Raynes	Cllr Bailey commented that she had previously suggested a Combined Authority funded resource in each of the constituent councils. The Mayor acknowledged this as something to be considered.	This will be considered as part of the Medium-Term Financial Plan budget setting process.	Closed
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.	The Head of Transport will produce a note for Board members on outstanding bids from Government.	Open
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.	The Head of Transport will provide a note appending Government guidance.	Open

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130.	Agri-Tech Sector Strategy	Paul Raynes	Cllr Bailey commented that would like to have a better understanding of the conversation around land use and would welcome the opportunity for the Board learn more about this. Councillor Nethsingha agreed that this was something which might usefully be covered through a future workshop.	There is a workshop for Leaders already being arranged in the New Year by Officers (Paul Raynes) focussing on Outstanding Strategic Land Issues across the Combined Authority, to which the conversation and opportunity for learning about land use (including Agriculture / Agri-tech) in the Combined Authority will be included to support the Leaders further understanding.	Closed