



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item 1.2, Appendix 1

Combined Authority Board 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
Minutes of the meeting on 2 June 2021 (Annual Meeting)					
4.	Membership of the Combined Authority	Robert Parkin, Monitoring Officer	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 LSM which sets out any proposed changes to the constitution. This will be released early to enable members to review in full.	Open
8.	Forward Plan	Kim Sawyer, Chief Executive	Ms Sawyer undertook to follow up Cllr Fuller's concerns about the impact on projects of the cancellation of the Transport and Infrastructure Committee on 9 June with officers at Huntingdonshire District Council.		
9.	Appointments to Executive Committees and Appointment of Chairs and Lead Members	Robert Parkin, Monitoring Officer	The Mayor welcomed Cllr Bailey's suggestion that the health and environmental implications of recommendations should be included in reports.	Report authors will be asked to include a treatment of health and environmental considerations in future reports.	Open
10.	Appointment of the Overview and Scrutiny Committee	Robert Parkin, Monitoring Officer	The Monitoring Officer undertook to consider whether the membership of Independent members in Cambridgeshire County Council's Joint Administration had any implications for the potential co-option of an Independent member to the Overview and Scrutiny Committee.	The law does not exclude individuals who are members of the executives of constituent councils. The rules recognise registered political parties- rather than groups.	Closed

Minute	Report title	Lead officer	Action	Response	Status
Minutes of the meeting on 2 June 2021 (Annual Meeting)					
		Robert Parkin, Monitoring Officer	Cllr Boden asked for an explanation of how political balance percentages were converted into seat allocations on both the Overview and Scrutiny Committee and the Audit and Governance Committee to be provided outside of the meeting.	The Democratic Services Manager has written to Cllr Boden	Closed
12.	Calendar of Meetings 2021/22	Robert Parkin, Monitoring Officer	Cllr Boden asked that a future Board meeting be held in Wisbech and that future Board meetings should start at 10.00am rather than 10.30am. There was no dissent.	Officers continue to search for suitable venues for meetings, and are looking at options within Wisbech.	Open
		Robert Parkin, Monitoring Officer	Cllr Herbert asked for better agenda management to reduce the length of Board meetings.	Business 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 through the Leaders' Strategy Forum.	Open.