



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD

Meeting: 31st May 2017

<http://cambridgeshirepeterborough-ca.gov.uk/assets/Combined-Authority/Combined-Authority-Agenda-31st-March-2017.pdf>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
	Part 1 – Business Items	
1.1	The Mayor – Declaration of Acceptance of Office	James Palmer signed the statutory declaration of acceptance of office. By virtue of this office is the Chair of the Board
1.2	Membership of the Combined Authority	<p>The Board:</p> <ul style="list-style-type: none"> (a) noted the Members and substitute Members appointed by Constituent Councils to the Combined Authority for the municipal year 2017/2018; and (b) confirm the appointment of the Member and substitute Member nominated by the Greater Cambridge/Greater Peterborough Enterprise Partnership (GCGP LEP) to the Combined Authority for the municipal year 2017/2018. <p>The Membership of the Board is on the Combined Authority Website. http://cambridgeshirepeterborough-ca.gov.uk/leaders/, together with their portfolio responsibilities. Details of the substitutes can be found in appendix A of the supporting information circulated after publication of the agenda.</p>

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		http://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/To-Follow-Information.pdf
1.3	Deputy Mayors of the Combined Authority	The Mayor appointed Councillor Holdich, as the Constitutional Deputy Mayor, and Councillor Howe, as the Statutory Deputy Mayor of the Combined Authority.
1.4	Apologies and Declarations of Interest	Apologies received from Mark Reeve (GCGP LEP), and Jason Ablewhite and Jess Bawden (observers). There were no declarations of interest.
1.5	Minutes – 26 April 2017	The minutes of the meeting of 26th April 2017 were approved as a correct record. These are on the main agenda – page 6-31.
1.6	Appointment of Co-opted Member Organisations	<p>The Board is able to co-opt partners onto the Board. The Combined Authority may invite organisations with direct responsibility for functions relevant to the Combined Authority objectives to become Co-opted Members to attend the Combined Authority Board and may take part in the debate. They do not have voting rights. Their role is set out in the constitution (page 9).</p> <p>http://cambridgeshirepeterborough-ca.gov.uk/assets/Combined-Authority/Combined-Authority-Constitution.pdf</p> <p>The Board</p> <p>(a) agreed that the following bodies be given co-opted member status for the municipal year 2017/18:</p> <p style="padding-left: 40px;">(i) The Police and Crime Commissioner for Cambridgeshire;</p> <p style="padding-left: 40px;">(ii) Cambridgeshire and Peterborough Fire Authority representative;</p> <p style="padding-left: 40px;">(iii) Clinical Commissioning Group representative.</p> <p>(b) note the named representative and substitute representative for each organisation as set out in the report.</p>
1.7	Petitions	None received.
1.8	Public Questions	None received.

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1.9	Forward Plan	<p>The Board approved the Forward Plan of Executive Decisions dated 26 May 2017. – p3-14 of the supporting information</p> <p>http://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/To-Follow-Information.pdf</p>
2.1	Portfolios - Approval	<p>It is the Board's responsibility to agree portfolio responsibilities and for the Mayor to allocate them to each member of the seven constituent councils.</p> <p>The Board :</p> <ul style="list-style-type: none"> (a) agreed the portfolio responsibilities for Board Members and note that the Mayor would be responsible for governance; (b) noted the Mayor's allocation of portfolio responsibilities to each Member of the seven Constituent Councils as set out in Appendix 1; (See page 17 of the main agenda and 1.2 above) <p>The Board had previously agreed to set up two working groups: the investment working group and delivery working group. The terms of reference are included on Appendix 2 page 158 of the constitution. http://cambridgeshirepeterborough-ca.gov.uk/assets/Combined-Authority/Combined-Authority-Constitution.pdf</p> <p>The Board agree the revised membership of the Investment Working Group and the Delivery Working Group to take account of the amended portfolio responsibilities.</p>
2.2	Appointment of the Overview and Scrutiny Committee	<p>At its annual meeting, the Board appoints to its committee. By law, it must have a politically balanced O&S Committee. The Board agreed to:</p> <ul style="list-style-type: none"> (a) note the political balance on constituent councils following the local elections; (b) confirm that the size of the Overview and Scrutiny Committee should be 14 members; two members from each Constituent Councils and two substituent members for the municipal year 2017/2018; (c) agree the political balance on the committee as set out in Appendix 1;

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		<p>(d) confirm the appointment of the Member and substitute Member nominated by Constituent Councils to the Overview and Scrutiny Committee for the municipal year 2017/2018 as set out in Appendix 2.</p> <p>The membership is on the Combined Authority website http://cambridgeshirepeterborough-ca.gov.uk/about-us/committees/overview-and-scrutiny-committee/ and a full list including substitutes is in the supporting information p15 http://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/To-Follow-Information.pdf</p>
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2.3	Appointment of Audit and Governance Committee	<p>At its annual meeting, the Board appoints to its committee. By law, it must have a politically balanced Audit and Governance Committee, and must include an independent person. The Board agreed to:</p> <p>(a) confirm that the size of the Audit and Governance Committee should be 8 members; one member and one substitute from each Constituent Council and one independent person for the municipal year 2017/2018;</p> <p>(b) agree the political balance on the committee as set out in Appendix 1;</p> <p>(c) confirm the appointment of the Member and substitute Member nominated by Constituent Councils to the Committee for the municipal year 2017/2018 as set out in Appendix 2;</p> <p>(d) appoint Mr Alan John Pye as the independent person of the Audit and Governance Committee for a term of four years ending May 2021; and</p> <p>(e) appoint Mr Alan John Pye as Chair, and ask the Committee to elect a Vice Chair, of the Audit and Governance Committee for the municipal year 2017/2018.</p> <p>The membership is on the Combined Authority website http://cambridgeshirepeterborough-ca.gov.uk/about-us/committees/audit-and-governance-committee/ and a full list including substitutes is in the supporting information p16</p>

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2.5	Chief Executive Recruitment Update	The Board received a report on the progress towards the recruitment of a permanent Chief Executive and propose questions for inclusion in the assessment centre interviews.
2.6	Calendar of Meetings 2017/18	It was resolved to approve the revised Calendar of Meetings for 2017 / 2018 (Appendix 1). http://cambridgeshirepeterborough-ca.gov.uk/assets/Combined-Authority/Item-2.4-Appendix-1-Draft-Meeting-Schedule-Revised.pdf
3.1	Date of Next Meeting	It was resolved to note the date of the next meeting – Wednesday, 28 June 2017 at 10.00am at East Cambridgeshire District Council Offices.