



## Cambridgeshire & Peterborough Combined Authority

### Reports from Constituent Council Representatives on the Combined Authority

#### Member representatives

Meeting	Dates of Meeting	Representative
Audit and Governance Committee	28 September 2018	Councillor Tony Mason
Overview and Scrutiny Committee	24 September 2018	Councillor Philip Allen and Councillor Grenville Chamberlain
Combined Authority Board	26 September 2018	Councillor Bridget Smith

The above meetings have taken place in September.

#### **Audit and Governance Committee – Friday 28 September 2018**

The Audit and Governance Committee met on 28 September 2018 and the decision summary is attached at **Appendix 1**.

#### **Overview and Scrutiny Committee – Monday 24 September 2018**

The Overview and Scrutiny Committee met on 24 September 2018 and the decision summary is attached at **Appendix 2**.

#### **Combined Authority Board meeting – Wednesday 26 September 2018**

The Combined Authority Board met on 26 September 2018 and the decision summary is attached at **Appendix 3**.

**The agendas and minutes of the meetings are on the Combined Authority's website – Links in the appendices:**



## Appendix 1

# **AUDIT & GOVERNANCE COMMITTEE - Decision Summary**

**Meeting:** 28th September 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/audit-and-governance-committee/?date=2018-09-28>

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

<b>Item</b>	<b>Topic</b>	<b>Decision <i>[None of the decisions below are key decisions]</i></b>
1.	<b>Apologies and Declarations of Interests</b>	Apologies were received from Cllr Anne Hay, substituted by Cllr Will Sutton and apologies from Cllr Chris Morris, substituted by Cllr Alan Sharp.  Apologies received from Cllr Mac McGuire.  No declarations of interest were made.
2.	<b>Minutes of the meeting held on 20<sup>th</sup> July 2018</b>	The minutes of the meeting held on the 20 <sup>th</sup> July 2018 were agreed as a correct record.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
3.	<b>Combined Authority Board Update</b>	<p>The Chairman invited the Interim Chief Finance Officer, Karl Fenlon to provide the committee with an overview of the Combined Authority activities.</p> <p>The following points were made:-</p> <ul style="list-style-type: none"> <li>•There had been a lot of change at the Combined Authority, with the resignation of the Chief Executive Officer, appointment of new directors and new interim Chief Executives.</li> <li>•It had been recognised that there had been many interim members of staff and this was something the Combined Authority wanted to work on and get more permanent staff members appointed.</li> <li>•There was a new management team and a new interim staff structure which would allow the organisation to move forward, thinking carefully about how the organisation should operate in a new, fresh, innovative way.</li> <li>•There was work to be done on the Medium term Financial Plan to make it clearer in regard to the capital and revenue streams.</li> <li>•The new Business Board had been appointed this week which was a significant step forward.</li> <li>•In response to a questions and concerns raised about the internal review the committee were advised that the review was to help the organisation look forward. A lot of time had been spent trying to ensure that the correct compliance and governance arrangements were in place and moving forward the review would ensure that the right processes were in place and that the organisation had a</li> </ul>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>structure that was appropriate for the future.</p> <ul style="list-style-type: none"> <li>•Officers felt that there were strong arrangements in place currently with the Board meeting monthly which was more than many other councils. The O&amp;S committee met regularly and reviewed the Boards agenda each month and had exercised its power of call in on two occasions. All governance arrangements that had been put in place had been brought to the Audit and Governance Committee for approval.</li> <li>•Part of the new interim CEO's roles would be to carry out the review and officers would feedback to the Board that the Audit Committee would like to be part of the review.</li> <li>•Governance structure was looked at as part of the internal audit and they had found that the processes in place were reasonable but that lots of areas needed to be embedded.</li> <li>•The Committee discussed that if they had concerns around governance arrangements they should request that internal audit investigate these concerns.</li> </ul> <p>The Interim Chief Executive Officer agreed that they would report back to the Audit and Governance Chair and the Overview and scrutiny Chair on the progress of the internal review and then if the two Chair's felt further action was required the matter would be brought back to the relevant committee.</p> <p>The Committee requested that a vigorous look at the governance areas previously flagged by the internal auditor be investigated for the committee to gain assurance and that a report be brought back to the November meeting.</p>
4.	<b>External Audit - Annual Audit</b>	The Committee received and noted the report from the external auditor which

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
	<b>Letter</b>	outlined the annual audit letter.
5.	<b>Treasury Management Mid Year Update</b>	<p>The Committee received the report which requested that the committee review the current performance against the prudential indicators included within the Treasury Management Strategy.</p> <p>The Committee requested that an update and a copy of the Medium Term Financial Plan approved by the Board in October be brought to the November meeting.</p> <p>The Committee agreed to note the emerging investment and capital strategy.</p>
6.	<b>Corporate Risk Register Review</b>	<p>The Committee received the report from the Assurance Manager which asked the committee to review the Combined Authority Corporate Risk Register and suggest any changes they would like to put forward as a recommendation to the Board.</p> <p>The Committee requested that the Risk Register become a standing item on the agenda and that a better copy of the risk register would be produced for future meetings.</p> <p>The Committee requested that they receive a copy of the Business Board Risk register at each meeting as well.</p> <p>The Committee agreed to note the risk register.</p>
		<b>The Committee agreed to take items 7 and 8 together.</b>
7 & 8.	<b>Interim Governance Review of</b>	The Committee received the reports from the Assurance Manager and the Deputy

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
	<b>Business Board &amp; Briefing on Governance of the Business Board</b>	<p>Section 151 Officer which outlined the governance arrangements that had been put in place since the Combined Authority took over the LEP and the new governance arrangements put in place for the Business Board.</p> <p>The Committee requested that an update of the governance for the Business Board be brought to the March meeting, in particular to consider how declarations of interest and member code of conduct was being dealt with.</p> <p>The Committee noted the reports.</p>
9.	<b>Internal Audit – Progress Report</b>	The Committee received and noted the report which provided detail of the progress made in delivering the approved Audit Plan for 2018 / 2019.
10.	<b>Adult Education Budget</b>	<p>The Committee received the report from the Skills Programme Manager which informed the Audit and Governance Committee of the AEB Devolution Programme. The Committee agreed to:</p> <p>a) note the Readiness Conditions submitted to the Department for Education in May 2018.</p> <p>b) note that the AEB Programme will be identified on the CPCA Risk Register</p> <p>c) note the inclusion of the AEB Programme audit on the CPCA Internal Audit plan</p> <p>d) note the timelines for delivery of the AEB Programme going forward.</p>
11.	<b>Recruitment Processes</b>	The Committee received the report from the Interim Chief Finance Officer which outlined the recruitment process followed for the appointment of Director for

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		<p>Strategy and Planning.</p> <p>The Committee requested that an information paper be brought to the next meeting to outline the new staffing structure and roles.</p> <p>The Committee requested that the Combined Authority follow best HR practice in regard to shortlisting practices in future.</p> <p>The Committee noted the report.</p>
12.	<b>Work Programme</b>	The Committee received the report which provided the draft work programme for Audit and Governance Committee for the remainder of the 2018/19 municipal year.
13.	<b>Date of Next Meeting</b>	The Committee agreed the next meeting shall be held on November 30 <sup>th</sup> at East Cambs District Council.



## Appendix 2

# **Overview and Scrutiny Committee - Decision Summary**

**Meeting:** 24th September 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/overview-and-scrutiny-committee-4/?date=2018-09-24>

Chair: Cllr Lucy Nethsingha

Summary of decisions taken at this meeting

<b>Item</b>	<b>Topic</b>	<b>Decision <i>[None of the decisions below are key decisions]</i></b>
<b>1.</b>	<b>Apologies</b>	Apologies received from:  Cllr Bradley, substituted by Cllr Julia Huffer;  Cllr Grenville Chamberlain, substituted by Cllr Peter Topping.
<b>2.</b>	<b>Declaration of Interests</b>	There were no declarations of interest.
<b>3.</b>	<b>Minutes</b>	The minutes of the meeting held on the 23rd July 2018 were agreed as a correct record.  Under matters arising Cllr Murphy raised a concern around information that the Chief Finance Officer had agreed to send over to him at the last meeting regarding financing for a housing project in Peterborough and he had not received this – officers agreed to look into and contact Cllr Murphy directly.
<b>4.</b>	<b>Mayor in Attendance</b>	The Committee welcomed the Mayor for the Combined Authority to the meeting and thanked him for attending to answer some questions from the committee about the staffing arrangements at the Combined Authority.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>The following points were discussed:</p> <ul style="list-style-type: none"> <li>• The Committee members asked the Mayor questions around the resignation of the Chief Executive Officer (CEO), what processes had been followed, what advice had been given. The Mayor responded by saying that the CEO had resigned and therefore there had been no process to follow. Advice had been provided by legal officers and an agreement on a severance amount had been made to allow for the CEO to leave at the end of September and this would enable the Combined Authority to immediately start the recruitment process for a new CEO.</li> <li>• The amount that had been paid to the CEO was what he was entitled to and the amount would be released when it was appropriate to do so.</li> <li>• The Chair asked the Mayor if the resignation of the Chief Executive Officer had been requested and the Mayor responded that the Chief Executive Officer had resigned.</li> <li>• In response to a question about the interim arrangements being brought to the Board the Mayor advised that there had been an informal cabinet meeting in August where all members of the Board were informed of the situation and it was agreed following a democratic vote that the continuity of Kim Sawyer's experience at the Combined Authority and John Hill's extensive experience in local government made this the best option as an interim arrangement.</li> <li>• In response to a question on the recruitment process for the interim Chief Finance Officer the Mayor advised that the appointment had been made by the CEO who had the delegated power to make interim appointments. The preference would have been to appoint a permanent CFO but the candidate for the CFO role withdrew at the last minute so there was a need for a quick appointment, which was why an interim appointment was made by the CEO at the time.</li> <li>• In response to a question about staff appointments being made from the East Cambridgeshire area the Mayor stated that this was purely coincidental</li> </ul>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>as all staff were appointed based on their skills and ability to do the job requirements.</p> <ul style="list-style-type: none"> <li>• In response to a question about the review being undertaken the Mayor advised that there had been an external audit which had stated that the Combined Authority was not failing, however with the resignation of the CEO it was felt that this was an appropriate time to have a review of the structure at the Combined Authority; this review would be reported to the Board.</li> <li>• The management of the Business Board would be covered by the interim Chief Executives as the Combined Authority was the accountable body for the Business Board.</li> <li>• In response to a question about a possible conflict of interest for the interim Chief Executives, the Mayor stated that John Hill was an experienced officer with an exemplary record who could be trusted to act appropriately in these situations. The Combined Authority by its nature had used and continued to use staff from constituent councils.</li> <li>• In response to concerns that the members raised regarding the constant revolving members of staff and the need for permanent staff at the Combined Authority the Mayor responded that he agreed that permanent staff were needed and that it had taken longer than he would have liked but it was important to get the right people. There were now three permanent directors in place for Housing; Business and Skills and Spatial Planning.</li> <li>• In response to questions around work streams and delivery of projects the Mayor advised that the new committee system would give clear indication on the streams of work and would enable the Combined Authority to be more open and transparent.</li> <li>• In response to a question around project delivery and having sight of the different stages for each project, the Mayor advised that project information would become available when it was appropriate for it to come into the public domain and that the new committee system would enable the members to have greater sight of the stages for the ongoing projects for the</li> </ul>

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		<p>Combined Authority.</p> <ul style="list-style-type: none"> <li>The Committee were advised that the new staffing structure was being developed as part of the review and would be made available for members in the next six months. The interim staffing arrangements would be sent around to members after the Board had agreed the interim arrangements on the 26th September 2018.</li> </ul>
5.	<b>Community Land Trust Presentation</b>	<p>The Committee received a presentation from Mr Stephen Hill from the Community Land Trusts Network. The following points were discussed:</p> <ul style="list-style-type: none"> <li>Members felt that the scale of the projects were too small to have a real impact on the issues in Cambridgeshire and Peterborough; however it was important to realise that although the numbers were small the impact on individual villages was great.</li> <li>How can CLT be better integrated in local plans is being looked at.</li> <li>Members queried how the schemes could become money multipliers and were advised that whatever public resource goes in stays in and that progressively over time the schemes would get better.</li> <li>Members were advised that people would be able to get mortgages for these properties.</li> <li>The East Cambridgeshire Community Land Trust had very clear political leadership and a commitment to provide resources. The setting up of Palace Green Homes had helped a lot with the successes.</li> <li>CLT had found there was a particular role for it to play where people were originally resistant to housing - each area has their own reasons for doing what they need in regard for CLT.</li> </ul> <p>The Committee thanked Stephen Hill for his presentation.</p>
6.	<b>Recruitment Process for the Director of Strategy &amp; Planning</b>	<p>The Committee received the report from the Interim Chief Finance Officer which outlined the recruitment process followed by the Combined Authority. The following points were raised during the discussion:-</p> <ul style="list-style-type: none"> <li>The shortlisting process was an informal process that was not minuted. The responsibility for the informal process rested with the Head of Paid Service</li> </ul>

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		<p>and the Employment Sub-Committee had the delegated power to make appointments.</p> <ul style="list-style-type: none"> <li>• Members felt it was not clear or transparent who had been involved in the shortlisting process; there was potentially a flaw in the system that allowed the process to be seen as broken. There were no formal minutes and no formal process for the shortlisting.</li> <li>• The provision for political balance on sub committees had been removed with agreement of the Board for the Employment Sub Committees but this would be reinstated by the changes to the constitution suggested for agreement at the Board meeting on Wednesday.</li> </ul> <p>The Committee agreed that processes were not what they should have been and that the committee would continue to monitor this.</p> <p>The Committee noted the report.</p>
7.	<b>Review of the Combined Authority Board Agenda</b>	<p>The Committee reviewed the agenda due to come to the Board on Wednesday 26<sup>th</sup> September 2018. The Committee discussed the following items:</p> <p><u>Forward Plan</u></p> <p>The Board had agreed to provide more detail on the Forward Plan but this had not been the case.</p> <p>Officers advised that speculative items could be added to the Forward Plan but there was a possibility they would be removed.</p> <p>The Chair advised that there needed to be an understanding of what was happening and more clarity on which topics would be discussed by the Board and if they were deferred why this was so.</p> <p>The Committee were advised that the new Committee system should help to achieve this.</p>

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		<p><u>Constitutional Arrangements</u>  Members discussed the call-in procedures for the new committees and whether they had concerns. Most members felt the suggestion removed the chance of call in's being duplicated and that the committee could still scrutinise a topic even if it was not called in.</p> <p>Members were advised that the Mayor had the power to nominate members to sit on the new committees, but the Board had the power to appoint.</p> <p><u>Business Board</u>  Members were advised that the funding for the Business Board was not affected and would remain as it currently was until 2020. The report asked for comment on the geography of the Business Board which if it was reduced in size may create an impact on funding in future.</p> <p>The new Business Board members were outlined in the Business Board papers.</p> <p><u>Appointment of the Interim Chief Finance officer and the Interim Chief Executive Arrangements</u>  Members discussed their concerns around the constant stream of interim staff and felt this should fed back to the Board members.  The members also felt that they should request further detail around the interim arrangements for the Chief executive role and how responsibilities would be shared and whether they would be part time or full time roles.</p> <p><u>Housing Strategy</u>  Members were disappointed in the standard of the report and felt it was of poor quality. As the Board recommendation was to adopt the report they felt this should be highlighted to the Board members.</p> <p>The members referenced the £60m within the Housing Strategy that would be used</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>for grants for social housing providers but were concerned about the claw back provisions which would mean that housing associations were not able to sign up to providing houses for the Combined Authority which felt like an unnecessary restriction. Officers agreed to look into this and report back to the committee.</p> <p>Members raised concerns around the effectiveness of additionality. They were not convinced that safeguards were in place to oversee implementation and felt this should be raised with the Board and that the committee should consider housing again, particularly additionality.</p> <p>The Committee felt it was important to seek assurances that the £100m was being allocated as government had intended them to be in the original devolution deal.</p> <p><u>Cambridgeshire &amp; Peterborough Independent Economic Review</u></p> <p>The members felt that this was an excellent report and should be taken into account across the decision making of the Combined Authority and shouldn't just sit within the remit of the Business Board.</p> <p>The Committee agreed that the following questions and comments should be made by the Chair to the Board;</p> <p><u>Item 1.11 and 1.12 Appointment of Interim Chief Finance Officer and Interim Arrangements for Chief Executive.</u></p> <p>1) The Committee had concerns around the constant changing of interim staff appointments and wanted assurance that the appointment process for permanent staff was being set up so that in future the mistakes made during recent appointments were rectified.</p> <p>2) The Committee requested more clarity around the CEO interim arrangements; in particular how the responsibilities would be shared between the two members of staff and whether they would be part time or full time roles?</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p><u>Item 2.1 Housing Strategy</u>            1) The Committee would like to seek assurances that the £100m for housing is being allocated as government intended it to be under the devolution deal?            2) The Committee expressed disappointment in the standard of the report as it was felt that reference to other areas were not relevant.            3) Whether the CA was achieving additionality was not clear from the report and was a continuing concern for the committee.</p> <p><u>Item 3.3 Cambridgeshire &amp; Peterborough Independent Economic Review</u>            1) The Committee felt that this was an excellent report and should be used and taken into account across the whole decision making of the Combined Authority and not just be used within the remit of the Business Board.</p>
8.	<b>Member Update on Activity of Combined Authority</b>	<p>Cllr Sargeant informed the Committee that the Task and Finish Group for the Mass Rapid Transport would be meeting after the close of the O&amp;S meeting. The Committee agreed that members covering particular areas should attend the relevant committees once they were set up and report back to the Overview and Scrutiny Committee at future meetings.</p> <p>No other member updates were received.</p>
9.	<b>Overview and Scrutiny – Call In Process</b>	<p>The Committee agreed that they would defer the report and requested that officers did further work on it before it came back to the committee.</p>
10.	<b>Combined Authority Forward Plan</b>	<p>The Committee had discussed the Forward Plan earlier in the meeting and had no further comments to make.</p>
11.	<b>Overview and Scrutiny Work Programme Report</b>	<p>The Committee received the report which outlined the work programme for the committee for the municipal year 2018/19</p> <p>The Committee requested that a training session be arranged for the end of January or beginning of February to consider the new committee system.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>The Committee requested that a further housing paper be brought to the October meeting and that it should focus on the issue of additionality.</p> <p>The Committee requested that the Transport Plan be brought to the committee in January for them to consider and feed any recommendations to the Board.</p>
12.	<b>Date of Next Meeting</b>	The next meeting would be held on the 29 <sup>th</sup> October 2018 at Peterborough City Council.



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

### Appendix 3

## **CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY-** **Decision Summary**

**Meeting:** 26<sup>th</sup> September 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/cambridgeshire-and-peterborough-combined-authority-board-4/?date=2018-09-26>

<b>Item</b>	<b>Topic</b>	<b>Decision</b>
	<b>Part 1 – Governance Items</b>	
1.1	Announcements, Apologies and Declarations of Interest	The Mayor introduced and welcomed Aamir Khalid who had been elected Chair of the Business Board at its meeting on 24 September 2018. Apologies were received from Councillor K Reynolds. Councillor Count declared a conflict of interest in relation to Agenda Item No.2.5, and explained that he would be acting in his capacity as Leader of Cambridgeshire County Council rather than Combined Authority Portfolio Holder for Investment and Finance in relation to this item.
1.2	Minutes – 25th July 2018	It was resolved to approve the minutes of the meeting of 25th July 2018 as a

		correct record.
1.3	Petitions	None received.
1.4	Public Questions	Two questions were received. A summary of the questions and responses is published at the following <a href="#">Cambridgeshire and Peterborough Combined Authority meeting 26/09/2018</a>
1.5	Forward Plan	The Board approved the draft Forward Plan of Executive Decisions, which listed decisions up to 29 May 2019, dated to be published on 1 October 2018.
1.6	Membership of Combined Authority and Committees - Amendments	<p>The Board was advised of amendments to its substitute membership and amendments to the membership of the Overview and Scrutiny Committee. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) note the appointment by Cambridge City Council of Councillor Anna Smith as its substitute member on the Combined Authority Board for the remainder of the municipal year 2018/2019.</li> <li>b) note the appointment by Cambridge City Council of Councillor Dave Baigent as one of its substitute members on the Overview and Scrutiny Committee for the remainder of the municipal year 2018/2019.</li> <li>c) note the appointment by Peterborough City Council of Councillor June Stokes as one of its members on the Overview and Scrutiny Committee for the remainder of the municipal year 2018/19.</li> </ul>
1.7	Review of Constitution – Committee Structure and Other Related Matters	<p>The Board was reminded that it agreed at a previous meeting to establish three committees. It therefore considered proposed amendments to the constitution to take account of this decision. It was resolved:</p> <ul style="list-style-type: none"> <li>a) to approve the amendments to the constitution as set out in Appendix 1 of the report and summarised below.</li> </ul>

		<ul style="list-style-type: none"> <li>b) to note and agree the Mayor's nominations to portfolios and the membership of the committees including the Chairs of committees as set out in Appendix 2.</li> <li>c) that the Overview &amp; Scrutiny Committee be advised of the amendments to the constitution to include the Overview &amp; Scrutiny Committee's rights to call in these executive committee decisions.</li> <li>d) that a 6 month review of the committee process be undertaken and brought back to the Combined Authority Board in March 2019.</li> </ul>
1.8	Audit and Governance Committee – Annual Report and Constitution Review	<p>The Board was asked to note the Audit and Governance Committee Annual Report. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) note the Audit and Governance Committee Annual Report and provide any feedback to the Committee.</li> <li>b) request that the Chief Finance Officer for the Business Board update the Audit and Governance Committee's Terms of Reference to reflect their role in regard to the Business Board for approval by a future meeting of the Board upon the recommendations of the committee.</li> </ul>
1.9	Overview & Scrutiny Committee - Recommendations	<p>Councillor Nethsingha presented a report proposing a public question scheme for the Committee, and requesting a budget be allocated for the Overview and Scrutiny Committee to help support future work. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) agree that the Overview and Scrutiny Committee adopt a public question scheme as outlined in Appendix 2 of the report and that the constitution be amended accordingly.</li> <li>b) agree that an annual budget of £20k be available in the Combined Authority budget to support the work of the Overview and Scrutiny Committee; funds</li> </ul>

		to be allocated subject to specific work programmes.
1.10	Government review of LEPs - Strengthened Local Enterprise Partnerships	<p>The Government had launched a review of LEPs across the UK on 24 July 2018 with a requirement to respond to the question of geography by 28 September 2018, and separately on governance and performance matters by 31 October 2018. The Board was asked to agree the draft response from the Business Board on the question of geography. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) act as the Accountable Body agree the draft response to Government from the Business Board as set out in Appendix A.</li> <li>b) agree the position on a coterminous boundary between the Local Enterprise Partnership area and Combined Authority area for submission to the Government.</li> <li>c) agree that any final insubstantial amendments that are required prior to submission of the response to Government.</li> </ul>
1.11	Appointment of Interim Chief Finance Officer (s73)	<p>The Board considered a report on the process which had led to the appointment of Karl Fenlon as Interim Chief of Finance and was asked to appoint Mr Fenlon as interim s73 Chief Finance Officer. It was resolved to:</p> <p style="text-align: center;">appoint Karl Fenlon as interim s73 Chief Finance Officer to the Combined Authority</p>
1.12	Interim Arrangements for Chief Executive	<p>The Board was asked to consider interim management arrangements following the resignation of Martin Whiteley, Chief Executive, Cambridgeshire and Peterborough Combined Authority (CPCA). It was resolved to:</p> <ul style="list-style-type: none"> <li>(i) appoint Kim Sawyer, Legal Counsel and Monitoring Officer, CPCA and John Hill, Chief Executive, East Cambridgeshire District Council as interim Chief Executives of the CPCA until 31<sup>st</sup> March 2019 (or until the appointment of a permanent Chief Executive, whichever is the sooner).</li> </ul>

		(ii) appoint Patrick Arran as the CPCA interim Monitoring Officer until 31 <sup>st</sup> March 2019 (or until the appointment of a permanent Chief Executive, whichever is the sooner).
	<b>Part 2 – Combined Authority Matters</b>	
2.1	Housing Strategy	<p>The Board considered a report which set out an innovative and bold strategy to address the shortage in housing in all tenures in the area as quickly as possible. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) agree the approach to delivering the Housing Strategy set out in the 31Ten report in Appendix 1 of the report.</li> <li>b) agree the concept of creating a revolving fund of monies from within the £100m programme for housing investment, to run within and beyond the 5 year programme.</li> </ul>
2.2	Affordable Housing Programme- Cambridge City Council £70m 2018/2019 Budget	<p>The Board considered a report detailing the baseline and current forecast programme expenditure and a specific request for the budget approval for the financial year 2018/19 to enable payments to be made to Cambridge City Council in accordance with claims and monitoring processes. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) note the expenditure profile for 2018/19 financial year in respect of the Cambridge City Council £70 million, as part of the Authority's £170 million Affordable Housing Programme.</li> <li>b) approve the carry forward of 2017/18 approved budget of £387,041 to 2018/19.</li> <li>c) approve 2018/19 budget provision of £14,669,959, giving a 2018/19 total budget of £15,057,000 to enable the programme to proceed.</li> </ul>

2.3	Public Service Reform: Health and Social Care Proposal	<p>The commitment by partners to progress health and care transformation was enshrined within the Devolution Deal. There was a need to take this commitment forward given that the area's health economy was one of the most challenged in the country. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) note the devolution deal commitment to, and the economic and administrative case for, taking action to implement new models of public service delivery.</li> <li>b) agree the proposal to design an innovative Cambridgeshire and Peterborough health and social care proposition based on further devolution which makes the case to Government for the further transfer of resources, decision-making and accountability relating to health and social care.</li> <li>c) agree the establishment of an independent Public Service Reform and Innovation Commission which will support, inform and challenge the development of the Cambridgeshire and Peterborough health and social care proposition.</li> <li>d) agree the commitment of up to £450,000 in 2018/19 from within the existing approved allocation for Public Sector Reform in the Medium Term Financial Plan (MTFP).</li> </ul>
2.4	Soham Rail Station- Budget Update	<p>The Combined Authority had assumed responsibility for the Soham Rail station from the County Council in June, 2018. The Authority had already allocated £1.5m to the delivery of the current phase, and an additional £1.7m was required to continue with the completion of GRIP 3. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) approve a budget of £1.7m for GRIP Stage 3 for the acceleration and delivery of the Soham Rail Station.</li> <li>b) agree the DSA novation in principle and delegate to the Chief Finance</li> </ul>

		<p>Officer and Monitoring officer, in consultation with the Chair of the Transport Committee, to agree the terms of the novation.</p> <p>c) note that verbal commitments have taken place to progress this project at an accelerated pace and identify opportunities for early delivery.</p> <p>d) agree that an update will be provided to the CPCA Board, or other nominated meeting, prior to the end of GRIP Stage 3 to outline progress to date and identify the CPCA's requirements for the delivery of GRIP Stages 4 – 8.</p> <p>e) note how this work fits within the opportunities that have been identified to accelerate the transport projects; as reviewed in the July board.</p>
2.5	Business Rate Pilot	<p>The Board received a report detailing the one year business rate retention pilot bid to the Ministry of Housing, Communities and Local Government. It was proposed that all councils would be compensated for their expected business rates for the year. It was resolved to:</p> <p>a) ratify the Cambridgeshire and Peterborough 2019-20 Business Rates pilot bid submitted to MHCLG on the 25<sup>th</sup> September 2018.</p>
	<b>Part 3 - Business Board matters</b>	
3.1	Business Board Recommendations of the last meeting	<p>The Board noted the recommendations of the meeting of the Business Board held on 23 July and received an oral update of the meeting held on 24 September 2018.</p>
3.2	Membership of Business Board	<p>The Board considered a report detailing the membership of the Business Board, following a recruitment campaign and interview process for private sector members. It was resolved to note:</p> <p>a) note the appointments of private sector members of the Business Board as</p>

		<p>set out in paragraph 2.16 of the report.</p> <p>b) note the appointment of Aamir Khalid as Chair and Andy Neely as Vice Chair of the Business Board.</p> <p>c) approve the Business Board's nomination of Aamir Khalid as a member of the Combined Authority Board to represent the Business Board and Andy Neely as his substitute member.</p>
3.3	Cambridgeshire & Peterborough Independent Economic Review	<p>The Board was informed that the Cambridgeshire and Peterborough Independent Economic Review (CPIER) had been published and that it was going to be used as evidence for the Local Industrial Strategy. It was resolved to:</p> <p>a) welcome the publication of the Cambridgeshire and Peterborough Independent Economic Review (CPIER) as a major milestone in the development of our Local Industrial Strategy and all 14 recommendations contained within the CPIER report. In doing so it agreed that these recommendations would form the basis of work undertaken by the Combined Authority in the development of a tailored Local Industrial Strategy which would incorporate the development of Growth, Business Investment, Skills Development, Housing and Spatial Planning Strategies.</p> <p>b) provide any initial opinions on the findings of the CPIER, in advance of the upcoming engagement sessions.</p>
3.4	Growth Prospectus 2018/19-	<p>The Business Board had approved the Growth Prospectus on 24 September 2018. The provisional date for the launch would be 8 October 2018. It was resolved to:</p> <p>a) agree the draft Growth Prospectus 2018/19 and the programmes contained therein, subject to final version to be signed off by Chief Executive (Acting).</p>

		<ul style="list-style-type: none"> <li>b) agree provisional allocations for each programme within the Prospectus, subject to review and cashflow within Growth Deal and Growing Places Fund budgets.</li> <li>c) agree processes for due diligence and appraisal, subject to review; and</li> <li>d) note that applications and business cases will be brought to the Business Board for consideration and recommendation to the Combined Authority, from November 2018 onwards.</li> </ul>
	<b>Part 4- Motion submitted under Committee Procedure Rule 14</b>	
4.1	<p>Motion from Councillor Bridget Smith:</p> <p>That the Combined Authority urgently commissions an organisation with suitable expertise to conduct an independent, full organisational review to be reported to the Combined Authority Board and senior officers, and to then be published in full. The review to include: delivery objectives for 2018/2019; governance, top to bottom staffing, operations and project delivery.</p>	The Board discussed the motion proposed by Councillor Smith and seconded by Councillor Herbert. On being put to the vote, the motion was lost.
	<b>Part 5- Date of next meeting</b>	

5.1	Date: Wednesday, 31 October 2018 Council Chamber, Peterborough City Council Town Hall; Bridge Street, Peterborough PE1 1HG	It was resolved to note the date of the next meeting.
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