



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item: 9

Cambridgeshire & Peterborough Combined Authority

**Reports from Constituent Council Representatives on the Combined Authority
Member representatives**

Meeting	Dates of Meeting	Representative
Overview and Scrutiny	29th July 2019 23rd September 2019	Councillors Grenville Chamberlain and Pippa Heylings
Combined Authority Board	31st July 2019 25th September 2019	Councillor Bridget Smith
Audit and Governance	19th July 2019 27th September 2019	Councillor Tony Mason

The above meetings have taken place in July and September 2019

Overview and Scrutiny Committee – Monday 29th July and 23rd September

The Overview and Scrutiny Committee met on 29th July and 23rd September 2019, the decision summaries are attached as **Appendix 1 and 2**.

Combined Authority Board – Wednesday 31st July and 25th September

The Combined Authority Board met on 31st July and 25th September 2019, the decision summaries are attached as **Appendix 3 and 4**.

Audit and Governance Committee – Friday 19th July and 27th September

The Audit and Governance Committee met on 19th July and 27th September, the decision summaries are attached as **Appendix 5 and 6**.

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



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Appendix 1

OVERVIEW AND SCRUTINY COMMITTEE - Decision Summary

Meeting: 29 July 2019

Agenda/Minutes: [Overview & Scrutiny Committee - 29th July 2019](#)

Chair: Cllr Lorna Dupre

Summary of decisions taken at this meeting

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
1.	Apologies	Apologies received from: Cllr Conboy, substituted by Cllr Humphrey Cllr Murphy
2.	Declaration of Interests	There were no declarations of interest.
3.	Minutes	The minutes of the meeting held on the 24 th June 2019 were agreed and signed by the Chair.

4.	Public Questions	There were no public questions received.
5.	Review of Combined Authority Agenda	<p>The Committee reviewed the agenda due to come to Board on Wednesday 31st July 2019.</p> <p>The Committee agreed to raise the following questions to the Board:</p> <p>1.7) <u>Business Board Allowances</u></p> <ul style="list-style-type: none"> a) Was there any reason for using the East Cambs IRP over any other panel from the other Constituent Councils. b) By providing the Business Board members with an allowance, will there be a domino effect or an expectation that other bodies and appointed commissioners will receive an allowance? c) How does the workload of the LEP members differ from that of the Business Board to warrant the post being remunerated? d) What responsibilities will the Vice-Chair have and what will be the frequency of their deputising responsibility? e) Why are the allowances being backdated? f) The role of 'Business Board member' has been advertised already which states, Board Members will be remunerated. Does this not pre-determine the decision of the Board as they had yet to agree to the recommendation. g) What steps are being taken to exceed the government recommendations with regards to equality and representation on the Board – to include a greater percentage of women? h) Could the Business Board consider 'rolling' appointments to support

continuity of the knowledge and expertise.

2.1) Budget Monitoring

- a) Appendix 2 of the Budget Monitoring report refers to 'Passporting'. Can clarification be given on the meaning of this?

3.1) Affordable Housing Programme Scheme

- a) Can the Board explain the varying levels of grant between projects in the Affordable Housing Programme and the significant difference between cost per affordable unit under the revolving loan scheme?

3.1.1) £100m Affordable Housing Programme Scheme Approvals July 2019 – Werrington, Peterborough

- a) Can a definition or some clarity be given with regards to the term 'affordable rent'?

a) Housing Development Company - Approval of Shareholder Agreement

- a) The Committee have some concerns that the power of Mayor over Housing Company will lack scrutiny and consider there to be a need for increased transparency.
- b) Will Scrutiny be able to have access to the exempt information (both reports and minutes) in order to properly scrutinise (eg of pay of CEO) especially in light of the number of Boards that are being set up at the Combined Authority.

3.3) Cambridge Autonomous Metro - July 2019

		<ul style="list-style-type: none"> a) What lessons have been learned from previous boards in terms of recruitment and diversity and are these going to be applied to the Partnership Board and all other future Boards that are established? b) Will the CAM Partnership Board consult with stakeholders including residents and environmental groups? c) What is the level of confidence with regards to the financial viability of the Outline Business Case given the budget changes outlined in the report. <p>3.4) <u>A428 Black Cat to Caxton Gibbet Consultation response</u></p> <ul style="list-style-type: none"> a) How will the CPCA work with Highways England to address the issues raised in the draft response to the consultation with regards to biodiversity? <p>3.6) <u>A Vision for Nature</u></p> <ul style="list-style-type: none"> a) How will the vision for nature be delivered in the decision-making process? b) Do the Board consider that there is a need for more conservation bodies to be involved and consulted with? c) What consideration has been given to Climate change and the effects of this is if they are to increase rich wildlife areas and promote better access to natural areas d) What are the risks of GMO considering they do not compliment and counteract bio-diversity? e) What capacity does the CPCA have to deal properly with climate change?
6.	Combined Authority Forward Plan	The Committee confirmed that it was pleased that the publication of the Board

		Forward Plan had been amended to allow the Overview and Scrutiny Committee the opportunity to examine the document in a more manageable timeframe.
7.	Overview and Scrutiny Work Programme Report	<p>The Committee received the report which outlined the work programme for the committee for the municipal year 2019/20.</p> <p>The Committee noted that there would be a presentation from one of the joint Chief Executives at the next meeting on the Constitutional Review and an opportunity for a question and answer session</p>
8.	Date of Next Meeting	The Committee agreed that the next meeting would be held on the 23 rd September 2019 at 11:00am, Kreis Viersen Room, Shire Hall, Cambridgeshire County Council.



Appendix 2

OVERVIEW AND SCRUTINY COMMITTEE - Decision Summary

Meeting: 23 September 2019

Agenda/Minutes: [Overview & Scrutiny Committee - 23rd September 2019](#)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies	Apologies received from: Cllr Heylings, substituted by Cllr Fane Cllr Gehring, substituted by Cllr Summerbell Cllrs Chamberlain, Scutt and Morris.
2.	Declaration of Interests	There were none.
3.	Minutes	The minutes of the meeting held on the 29 th July 2019 were agreed and signed by the Chair.
4.	Public Questions	There were no public questions received.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
5.	Mayor of the Combined Authority	<p>The Chair informed the Committee that the Mayor had sent his apologies and was unable to attend due to a meeting convened with the Minister for Housing, Communities and Local Government (MHCLG).</p> <p>The Committee requested that the Mayor attend the next scheduled meeting of the Overview and Scrutiny Committee on the 28th October 2019.</p>
6.	Medium Term Financial Plan and Business Plan	<p>The Head of Finance submitted a report which provided an update to the 2019/20 Budget and 2019-2023 Medium Term Financial Plan (MTFP) to be considered by Board on 25th September 2019. It was noted that the report provided an update to the January 2019 Budget and MTFP report and members of the Committee were informed that the Authority continued to have a balanced budget. New sources of revenue had been identified, equivalent to £4.1million in 2019/20 and the staffing structure had been concluded and a 24% reduction reported in January 2019 compared to June 2018 position was highlighted.</p> <p>AGREED:</p> <ul style="list-style-type: none"> a) That the proposed mid-year update to the 2019/20 Budget and the 2019-2023 Medium Term Financial Plan be noted. b) That the mid-year update on the 2019-20 Business Plan be noted.
7.	Project Register	<p>The Programme Manager submitted a report and explained that the Overview and Scrutiny Committee had requested to receive the list of projects on the Combined Authority's Single Project Register on a quarterly basis. It was noted that the 2019-20 Business Plan identified 12 key projects and as a result of the half year business plan mid-year update, the Board will be invited to add 6</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>projects to the key project list and to merge to key projects at the meeting to be held on the 25th September 2019.</p> <p>Members raised concerns about the affordable homes trajectory and questioned what the implications to Peterborough and the jobs growth following the collapse of Thomas Cook, which would significantly impact the job market.</p>
8.	Governance Review Report	<p>The Chief Executive submitted her report and elaborated thereon. It was explained that the Combined Authority had undertaken a fundamental review of the organisation and the new governance arrangements reflected the final re-design of the Authority. The proposed changes to the Constitution would see the Board delegate many of their decision-making powers to the three Executive Committees: Transport and Infrastructure Committee, Skills Committee and the Housing and Communities Committee. The proposal would allow the Board to retain strategic control of the Authority and would continue to decide the budget and strategies and set out the key priorities of the organisation.</p> <p>It was further noted that a significant part of the proposed Governance (decision-making) Review would be the introduction of new rules on public questions. These would include;</p> <ul style="list-style-type: none"> a) Members of the public [residents or people who work in the area] may ask questions of a Member of the Combined Authority at CA Board or at an Executive Committee. b) Members of constituent Councils who wish to ask questions about matters on the CA Board agenda should submit their questions to the Overview & Scrutiny Committee. c) Members of constituent Councils may ask questions of a Member of the Combined Authority at a meeting of the Combined Authority Board

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>provided the question is not substantially the same as a question put by the Chair of Overview & Scrutiny.</p> <p>d) Members of constituent Councils may ask questions of Members of the Combined Authority at meetings of Executive Committees.</p> <p>AGREED:</p> <p>That the focus of the next Overview and Scrutiny Committee on the 28th October 2019 be on the impact of the Governance (decision-making) Review and the approach the Committee wish to take to enhance and develop their future role.</p>
9.	Review of the Combined Authority Board Agenda	<p>The Committee reviewed the agenda due to come to Board on Wednesday 25th September 2019.</p> <p>The Committee agreed to raise the following questions to the Board:</p> <p><u>1.8 Quarterly Performance Monitoring Report</u></p> <p>Following the collapse of Thomas Cook, what impact will this have, specifically in Peterborough, on the job growth trajectory?</p> <p><u>2.2 Business Plan 2019-20 Mid-Year update</u></p> <p>The 2019-20 business plan identified 12 key projects. As a result of the half year Business Plan mid-year update, the September Board will be invited to add 6 projects to the key project list Does the authority have the capacity to take on 6 more projects and where are the resources coming from for the new projects?</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p><u>3.1 £100m Affordable Housing Programme Scheme Approvals - Whaddon Road, Meldreth, South Cambridgeshire (Settle)</u></p> <p>Peterborough City Council is working on a new Housing Strategy and may reconstitute its Housing Revenue Account with a view to building affordable new homes.</p> <p>What are the implications for the delivery of affordable homes and the Combined Authority's programme to deliver 2,000 affordable homes by March 2022?</p> <p><u>3.3 Public Transport to Serve Alconbury</u></p> <p>What assurances can be given to ensure that an interim public transport solution will be in place when Cambridgeshire County Council relocate their headquarters to Alconbury?</p> <p><u>3.4 Bus Reform Taskforce - Budget Drawdown</u></p> <p>Can we be given an update on bus franchising and what else can be done to drive the bus system forward?</p>
10.	Combined Authority Forward Plan	The Committee considered the Combined Authority Forward Plan; no questions or comments were raised.
11.	Overview and Scrutiny Work Programme	<p>The Committee received the report which outlined the Work Programme for the Committee for the municipal year 2019/20.</p> <p>The Committee noted that there would be further consideration given to the</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		Governance (decision-making) Review and the Mayor to be invited to attend the next meeting of the Overview and Scrutiny Committee. Consideration would also need to be given to MTFP Governance Cycle and changes to the Board dates.
12.	Date and Location of the next Committee meeting	<p>The Committee agreed that the next meeting would be held on the 28th October 2019 at 11:00am, Council Chamber, Town Hall, Peterborough City Council.</p> <p>The pre-meeting on the 28th October 2019 at 10:00am, Forli Room, Town Hall, Peterborough.</p>



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Appendix 3

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 31 July 2019

Agenda/Minutes: [Cambridgeshire and Peterborough Combined Authority Board - 31st July 2019](#)

Item	Topic	Decision
	Part 1 – Governance Items	
1.1	Announcements, Apologies and Declarations of Interest	Apologies were received from Councillor C Boden (substituted by Councillor J French), Councillor L Herbert (substituted by Councillor M Sargeant) and Mr A Adams. No declarations of interest were made.
1.2	Minutes – 26th June 2019	The minutes of the meeting on 26th June 2019 were confirmed as an accurate record and signed by the Mayor.
1.3	Petitions	None received.
1.4	Public Questions	None received.

1.5	Forward Plan	It was resolved to note and comment on the Forward Plan.
1.6	Executive Committees – Change in Membership	<p>The Board reviewed the changes in membership on the Transport and Infrastructure, Housing and Communities, and Skills Committees.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the change of lead member on the Transport and Infrastructure Committee for Fenland District Council from Councillor Chris Boden to Councillor Chris Seaton and the substitute member to Councillor Chris Boden. b) Approve the substitute member on the Housing and Communities Committee for Fenland District Council from Councillor David Oliver to Councillor Sam Hoy. c) Approve the change of lead member on the Skills Committee for Huntingdonshire District Council from Councillor Graham Bull to Councillor Jon Neish. d) Note the substitute member on the Skills Committee for East Cambridgeshire District Council was Councillor Anna Bailey.
1.7	Business Board Allowances	<p>The Board was asked to decide if the Business Board should adopt a Member Allowance Scheme based on the recommendations made by the Independent Remuneration Panel.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Consider recommendations relating to the Business Board Scheme of Allowances from the Independent Remuneration Panel;

		<ul style="list-style-type: none"> b) Approve the adoption of a Member Allowance Scheme for the Business Board as proposed, including members of the Business Board being eligible to claim mileage for travel to and from meetings of the Business Board; c) Approve the alternative levels of remuneration as set out under the proposed scheme within the Financial Implications section of this report; and e) Approve the backdating of the Member Allowance Scheme to 24 September 2018.
	Part 2 – Finance	
2.1	Budget Monitor Update	<p>The Board received a report providing an update of the 2019/20 forecast outturn position against the Boards approved budget for the year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the updated financial position of the Combined Authority for the year. b) Note the status of the audit of the 2018/19 statement of accounts

	Part 3- Combined Authority Matters	
3.1.1	£100m Affordable Housing Programme - Scheme Approvals: July 2019 – Werrington, Peterborough	<p>The Board considered a report detailing one scheme for approval of grant funding in the context of the overall investment pipeline for the Combined Authority's £100m programme.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Commit grant funding of £3,845,600 from the £100m Affordable Housing Programme to deliver 88 new affordable homes at a site in Werrington, Peterborough.</p>
3.1.2	£100m Affordable Housing Programme - Scheme Approvals Crowland Road, Eye Green, Peterborough.	<p>The Board considered a report detailing one scheme for approval of grant funding in the context of the overall investment pipeline for the Combined Authority's £100m programme.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Commit grant funding of £875,000 from the £100m Affordable Housing Programme to deliver 25 new affordable homes at a site in Crowland Road, Eye Green, Peterborough.</p>
3.1.3	£100m Affordable Housing Programme - Scheme Approvals Drake Avenue, Peterborough	<p>The Board considered a report detailing one scheme for approval of grant funding in the context of the overall investment pipeline for the Combined Authority's £100m programme.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Commit grant funding of £1,430,154 from the £100m Affordable Housing Programme to deliver 33 new affordable homes at a site in Drake Avenue, Peterborough.</p>

3.2	Housing Development Company – Approval of Shareholder Agreement	<p>The Board received a report requesting approval of the Shareholder agreement, Articles of Association and the composition of the Board of Directors for Angle Holdings Limited and Angle Developments Limited.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the Shareholder Agreement as detailed in Appendix 1; b) Approve Angle Holding Limited Articles of Association as detailed in Appendix 2; c) Approve Angle Developments Limited Articles of Association as detailed in Appendix 3; d) Approve the composition of Angle Holdings Limited Board of Directors as set out in paragraph 2.6; e) Approve the composition of Angle Development Limited Board of Directors as set out in paragraph 2.8. <p>Furthermore, in order to implement a)-c), authorise and approve:</p> <ul style="list-style-type: none"> f) The Chief Executive and the senior legal officer to complete the necessary legal documentation to implement the above; and g) The Monitoring Officer to amend the Constitution.
3.3	Cambridge Autonomous Metro – July 2019	<p>The Board considered a report outlining the proposed approach to the governance, funding and client side delivery arrangement for overseeing the production of the Outline Business Case (OBC) for the CAM Metro.</p>

		<p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the increased allocation of £780,000 in 19/20 and £965,000 in 20/21 for the CAM OBC to be funded from the Feasibility studies non-capital budgets including re-profiling from 20/21 to 19/20 b) Note the establishment of a Partnership Board with the terms of reference set out at Appendix A c) Note the proposed client-side project management structure
3.4	A428 Black Cat to Caxton Gibbet Consultation Response	<p>The Board was provided with a report requesting approval on the proposed response to the A428 Black Cat to Caxton Gibbet consultation.</p> <p>It was resolved to approve the proposed consultation response attached at Appendix A, subject to the revisions requested by Board members.</p>
3.5	St Neots Masterplan – Phase 1 Delivery	<p>The Board was provided with a report seeking approval to allocate £403k of revenue from Non-Transport Feasibility Programme line to deliver the Combined Authority funding commitments.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the allocation of £403k from the non-transport feasibility budget within the Medium-Term Financial Plan to meet programme commitments as part of the £4.1m package of Combined Authority funding approved by the Board in June 2018 to deliver the first phase of the St Neots Masterplan for Growth. b) Approve the re-profiling of the capital expenditure in the Medium Term Financial Plan (MTFP) to match the updated forecast from the delivery partner.

3.6	A Vision for Nature	The Board received a report providing information on the 'Vision for Nature'. It was resolved to endorse the Vision for Nature.
	By Recommendation to the Combined Authority	
	Part 4 – Business Board Recommendations to the Combined Authority	
4.1	Growth Deal Project Proposals July 2019 – Local Growth Fund Programme Update.	The Board received a report requesting that it consider and approve the following Business Board recommendations. It was resolved to: a) Approve the submission of the Growth Deal monitoring report to Government to end Q1 2019/20. b) Approve the proposed creation of a Capital Growth Grant scheme for small businesses using Local Growth Fund (LGF) and approve a £3m pilot programme and for Officers to run a procurement for a provider to deliver the pilot programme.
4.2	Review of Business Board Constitution	The Board received a report requesting that it approve the following amendments to the Business Board Constitution. It was resolved by a two thirds majority to: a) Approve the amendments to the Constitution set out in Appendix 1 and the additional revisions requested during the meeting.

		<p>b) Authorise the Monitoring Officer to make any consequential changes to the Combined Authority Constitution.</p>
4.3	Alconbury Enterprise Zone Memorandum of Understanding and Enterprise Zone Programme Governance	<p>The Board received a report requesting that it approve the following recommendations.</p> <p>It was resolved to:</p> <p>a) Approve the Alconbury Enterprise Zone Memorandum of Understanding between CPCA and Huntingdonshire District Council, subject to the removal of the following words at the end of paragraph 6.1.2 “including towards meeting the community and infrastructure demands of the Alconbury Weald development” and to instruct the Director of Business and Skills to negotiate with Huntingdonshire District Council and the Interim Chair of the Business Board to remove the wording; and</p> <p>b) Approval to adopt the proposed Enterprise Zone Programme Terms of Reference and associated governance.</p>
	Part 5 – Skills Committee recommendations to the Combined Authority Board	
5.1	University of Peterborough – Transitional Funding	<p>The Board considered a report requesting approval for transitional funding of University Centre Peterborough (UCP) to continue working on the project until the bidding process begins on 1st August 2019.</p> <p>It was resolved to:</p> <p>a) Note the findings of the request from University Centre Peterborough to continue to fund the activity for the University of Peterborough up until the 1st August 2019.</p>

		b) Approve the release of £148,304 from the Skills Strategy Implementation budget for 2019/20 to support University Centre Peterborough through the transitional phase.
	Part 6 - Date of next meeting	
6.1		Wednesday 25th September 2019: Kreis Viersen Room, Shire Hall, Cambridge, CB3 0AP.



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Appendix 4

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 25 September 2019

Agenda/Minutes: [Cambridgeshire & Peterborough Combined Authority Board: 25th September 2019](#)

Item	Topic	Decision
Part 1 – Governance Items		
1.1	Announcements, Apologies and Declarations of Interest	Apologies were received from Councillor J Ablewhite, Police and Crime Commissioner, substituted by Councillor Ray Bisby, Deputy Police and Crime Commissioner. No declarations of interest were made.
1.2	Minutes – 31 st July 2019	The minutes of the meeting on 31 st July 2019 were confirmed as an accurate record and signed by the Mayor.
1.3	Petitions	None received.

1.4	Public Questions	None received.
1.5	Forward Plan – September 2019	It was resolved to note the Forward Plan.
1.6	Annual Report of the Chair of Audit and Governance 2018-19	<p>The Board reviewed the Audit and Governance Committee Annual Report for 2018/19</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Note the Annual Report of the Chair of Audit and Governance Committee for 2018/19 (Appendix 1) and provide feedback to the Committee.</p>
1.7	Governance (Decision Making) Review	<p>The Board reviewed the Cambridgeshire and Peterborough Combined Authority Governance (Decision Making) Review.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">a) Agree the amendments to the Constitution set out at Appendix 2, subject to the following wording being substituted for paragraph 6.3 in Chapters 8 (Transport & Infrastructure Committee), 9 (Skills Committee) and 10 (Housing & Communities Committee):</p> <p style="padding-left: 40px;">6.3 The Combined Authority Board shall appoint the committee and substitute members. With the exception of the Chair, Board members may nominate another member from their constituent council to be a member of the committee in their place. The Board member shall also nominate a named substitute member. Nominations are in consultation with the Mayor and subject to approval by the Board. In principle, neither the Mayor nor the Board will seek to exercise their voting rights to veto or vote against the appointment of constituent council members to executive committees. See also Chapter 11, paragraph 2 of the procedure rules of executive committees and Chapter 4 paragraph 4.4.</p>

		<p>b) Agree that the amendments should take effect from 1 November 2019</p> <p>c) Agree the size, membership and terms of reference of the Executive Committees set out in Appendix 2</p> <p>d) Agree the revised calendar of meetings for 2019/20 at Appendix 3</p>
1.8	Quarterly Performance Monitoring Report	<p>The Board reviewed the September Delivery Dashboard.</p> <p>It was resolved to:</p> <p>Note the September Delivery Dashboard</p>
Part 2 – Finance		
2.1	2019-20 Budget & Medium Term Financial Plan 2019-2023	<p>The Board received an update report on the 2019/20 Budget and 2019 to 2023 Medium Term Financial Plan.</p> <p>It was resolved to:</p> <p>a) Approve the revised revenue budget for 2019/20 and Medium-Term Financial Plan 2019 to 2023</p> <p>b) Approve the revised capital programme 2019 to 2022</p>
2.2	Business Plan 2019-20 Mid-Year Update	<p>The Board received a mid-year update report on the 2019-20 Business Plan.</p> <p>It was resolved to:</p> <p>Approve the 2019-20 Business Plan mid-year update</p>

Part 3 - Combined Authority Matters		
3.1	£100m Affordable Housing Programme - Scheme Approvals – Whaddon Road, Meldreth, South Cambridgeshire (Settle).	<p>The Board received a report presenting a scheme seeking approval of grant funding in the context of the overall investment pipeline for the Combined Authority’s £100m programme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Delegate approval of a grant of £215,000 from the £100m Affordable Housing programme to enable delivery of five new affordable homes at Whaddon Road, Meldreth, South Cambridgeshire to the Housing and Communities Committee.
3.2	Soham Rail Station – Detailed Design & Construction	<p>The Board received a report that sought its approval to commence detailed design and construction of the Soham Rail Station Phase 1 project by authorising Network Rail (NR) to proceed into the GRIP (Governance for Railway Investment Projects) 4 to 8.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approval to commence detailed design and construction of the Soham Rail Station Phase 1 project by authorising Network Rail (NR) to proceed into GRIP (Governance for Railway Investment Projects) 4 to 8. b) Agree in principle the Implementation Agreement for the development and delivery of the single platform for Soham station (Phase 1), and delegate authority to the Monitoring Officer and Chief Finance Officer, in consultation with the Chair of the Transport Committee to approve this document once finalised. c) Approve additional budget of £18,636,899 with a potential termination clause liability of up to a maximum of 10%.

		<p>d) Mandate continued discussions with Network Rail, Department for Transport, and the Freight Operating Companies for provision of a second track (Ely to Soham) and the development of the second platform at Soham station.</p>
3.3	Public Transport to Serve Alconbury	<p>The Board received a report that sought its approval to take forward work on public transport provision at Alconbury within the project on the Cambridge Autonomous Metro (CAM), pursuing low-carbon rapid transit provision between Alconbury, Huntingdon and Cambridge as a key objective.</p> <p>It was resolved to:</p> <p>Approve the removal of the project titled Alconbury Station from the Key Projects list and to include public transport to serve Alconbury within the scope of the CAM Key Project.</p>
3.4	Bus Reform Taskforce – Budget Drawdown	<p>In March 2019, the Board approved the governance arrangements of the Bus Reform Group/Task Force and a drawdown of £400,000 against an approved budget of £1 million in 2019/20. The Board received a report seeking approval for a further drawdown of £400,000 against the 2019/20 budget.</p> <p>It was resolved to:</p> <p>Approve the next drawdown of £400,000 from the 2019/20 budget for the Bus Reform Task force.</p>
3.5	European Union Exit Capability Programme Report	<p>The Board received a report providing information regarding the European Union Exit Capability Funding provided to the Combined Authority by HM Government, for the purpose of supporting business resilience in the CPCA region in the light of a deal or no deal Brexit. The report sought approval for the proposed application of the funding and procurement of the work.</p>

		<p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the schemes to provide support to businesses for the Brexit Basics import and export documentation and associated challenges workshops; and the retention and recruitment of EU workers programmes of support: b) Delegate authority to Chief Executive and Chief Finance Officer, in consultation with the Lead Member for Economic Growth, to confirm the approved tender(s) and award contracts.
By Recommendation to the Combined Authority		
Part 4 – Business Board Recommendations to the Combined Authority		
4.1	For approval as Accountable Body – Local Growth Fund Project Proposals September 2019	The report was withdrawn.
4.2	For Approval as Accountable Body – Local Growth Fund Update	<p>The Board received a report requesting that it note the programme updates outlined in the report to the Business Board dated 23 September 2019.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the programme updates outlined in the report to the Business Board dated 23 September 2019.
4.3	Greater South East Energy Hub	<p>The Board received a report requesting that it consider and approve the following Business Board recommendations.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Agree that the Energy Hub is transferred to a new Accountable Body which will be decided by the Hub Board;

		<ul style="list-style-type: none"> b) Agree to the establishment of the Greater South East Energy Hub Board in line with the Terms of Reference included in this report, and authorise the Director of Business & Skills, in consultation with the Lead Member for Economic Growth, Chief Finance Officer and Monitoring Officer, to make minor amendments to terms of reference as required in their finalisation; c) Agree to delegate authority to the Energy Hub Board for the use of the Local Energy Capacity Support Grant and Rural Community Energy Fund where the decisions do not impact Cambridgeshire and Peterborough Combined Authority staffing arrangements; and d) Note the draft Accountable Body Agreement and authorise the Section 73 Officer to make minor amendments and finalise the agreement.
4.4	Strategic Partnership Agreements	<p>The Board received a report seeking approval of the first five Strategic Partnerships Agreements.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the first five Strategic Partnership Agreements for Rutland County Council, West Suffolk Council, Kings Lynn and West Norfolk Council, New Anglia LEP and South East LEP; and b) Approve the development of a LEP partnering strategy (to cover other contiguous and strategically important LEPs) once the remaining Strategic Partnership Agreements have been completed.
Part 5 - Date of next meeting		
5.1		Wednesday 30 October 2019: Council Chamber, Town Hall, Peterborough.



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Appendix 5

AUDIT & GOVERNANCE COMMITTEE - Decision Summary

Meeting: 19 July 2019

Agenda/Minutes: [Audit & Governance Committee: 19th July 2019](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies for Absence	Apologies were received from Councillor Lillis - substituted by Councillor Sandford.
2	Declarations of Interest	Councillor Davey declared a personal, non-pecuniary interest as his wife was an Assistant Director at Peterborough City Council and Cambridgeshire County Council in Housing matters.
3.	Minutes of the meeting held on the 31 st May 2019	The minutes of the meeting held on the 31 st May 2019 were agreed and signed by the Chair with an adjustment to the spelling of the word East, which in the minutes read 'Eats'

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	Chair's Announcements	<p>The Chair asked the Committee if it was content with the start time of 10am for the current cycle of Committees and if it was happy to hold the meetings on a rotational basis around the Constituent Councils.</p> <p>Members agreed that they wished to continue as it currently operates. The Chair asked John Hill to clarify the positions of the joint Chief Executive Officers.</p> <p>John Hill explained that he was the joint CEO for the Combined Authority, together with Kim Sawyer, and for East Cambs District Council and noted that whilst it was unusual for there to be a joint CEO position, it was not unique and noted that it enabled the CEOs flexibility should they have a conflict of interest. He further noted that there was emphasis on continuity and permanency for both staff and Councillors and stated that he would circulate information to members to provide them with clarity on each area that their respective roles covered.</p>
4.	CPCA A&GC – Value for Money 19 July 2019	<p>The S73 officer elaborated on a report informing the Committee on the Authority's approach to delivering value for money (vfm). It was explained that in the 2018/19 audit plan, the external auditors stated their requirement to consider whether the Authority had put in place proper arrangements to secure economy, efficiency and effectiveness on its use of resources, which was known as the auditor's 'value for money'. This report was intended to show how the Combined Authority delivers value for money in practice. The S73 officer referred to 2 key documents used to ensure vfm - the Assurance Framework and the Monitoring and Evaluation Framework.</p> <p>It was explained that for new projects/programmes, the detailed consideration of whether vfm was represented through the development of a Project Initiation Document (PID).</p>

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		<p>In response to questions asked, the Chief Finance Officer explained that the monitoring and evaluation process was clearly set out in the monitoring and evaluation framework. He further informed the Committee that every project embarked on by the Combined Authority, was subject to senior officer scrutiny. Subsequently, officers would provide the Board with updates and forecasts and that any potential overspend would be highlighted and any additional spend having to be agreed by the Board.</p> <p>The Committee discussed the following:</p> <ul style="list-style-type: none"> a) Has the VfM criteria changed and how do the Combined Authority define Vfm to the public? b) What stakeholder involvement is there and what information is the available on the Return of Investments (RoI)? c) What methodology is being followed with regards to Project Initiation Documents (PIDs) and are Rols and vfm statements produced? d) Have there been any gateway reviews carried out to provide opportunities to explore lessons learned? e) Could a completed project be scrutinised to examine the vfm and retrospective monitoring of the project be subject to a case study? f) If a scheme is approved but costs significantly increase, how will this be dealt with, specifically if it becomes necessary to abandon it? <p>The Chief Executive suggested that he produce a timeline of the implementation of</p>

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>a significant project carried out by the Combined Authority to include key priorities and report back to a future Audit and Governance Committee with a proposed case study and time line.</p> <p>RESOLVED:</p> <p>That the Committee noted the Combined Authority's approach to delivering value for money.</p>
5.	Annual Audit Internal Opinion	<p>The Internal Auditor elaborated on a report which provided details of the performance of internal Audit during 2018-19 and the areas of work undertaken which included an opinion of the soundness of the control environment in place to minimise risk to the Combined Authority.</p> <p>It was explained that the areas covered as part of the internal audit included Corporate Governance, Local Enterprise Partnership Governance and a significant piece of work undertaken was the auditing of the Adult Education Budget (AEB), following further devolution of central government services to the Combined Authority.</p> <p>The Internal Auditor stated that they had looked at how the loan of £6.5m to East Cambridgeshire Trading Company had been made and an update report would be provided at the next Audit and Governance meeting.</p> <p>The Internal Auditor explained that the Public Sector Internal Audit Standards (PSIAS) stated that the Chief Audit Executive should report any issues considered particularly relevant to the preparation of the Annual Governance Statement which included consideration of any significant risk of governance issues and control failures which arise. The internal auditors were unable to provide any assurance on Human Resources (Recruitment and Selection).</p> <p>It was reported that despite changes to the senior structure of the Combined</p>

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		<p>Authority, delays in responding to questions asked by the Internal Auditors had been experienced but that this had now been resolved.</p> <p>RESOLVED:</p> <p>That the Audit and Governance Committee considered and endorsed the Annual Report and Opinion from Internal Audit for the year ended 31st March 2019.</p>
6 & 8	Statement of Accounts & EY Audit of Accounts 2019	<p>The Head of Finance elaborated on his report and explained that the draft Statement of Accounts had been presented to the Audit and Governance Committee on the 31st May 2019 and published on the Combined Authority's website. It was noted that the accounts had since been subject to external audit and it had been anticipated that the accounts would have been audited by Ernst and Young but this had not been completed due to resource issues experienced by Ernst and Young, which remained in progress.</p> <p>Members' attention was drawn to additional recommendations that had been tabled before them.</p> <p>The External Auditor apologised to the Committee and to the Combined Authority for having failed to complete their audit. It was explained that the failure was largely due to resource issues and previously it was anticipated to be completed but they had been unable to deliver the audit.</p> <p>Members of the Committee voiced their concerns and raised the following issues:</p> <ul style="list-style-type: none"> • That as a result of the delay by Ernst and Young, the Combined Authority may be perceived poorly, despite them being absolved of any responsibility for the delay. • There may be political implications of the delay to the accounts being fully

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		<p>audited and the failure to deliver by EY also posed governance issues and concerns.</p> <ul style="list-style-type: none"> • Should consideration be given to exploring alternative external auditors for future audits as several constituent councils were in a similar position due to the failure to deliver by Ernst and Young and what were the financial implications to the Combined Authority. • It was explained that the external auditors were very close to finishing their audit and that they would provide a robust and sound audit. The External Auditor continued to report that there were other Public Sector Audit Appointments auditors who were experiencing similar issues to Ernst and Young and that they wanted to continue to work with the Combined Authority in order to produce a good quality audit. <p>RESOLVED:</p> <p>That the Chief Executive circulate the draft statutory notice to the members of the Audit and Governance Committee prior to publication.</p> <p>That the Chief Executive liaise with all affected constituent Councils and send a letter to government expressing their dissatisfaction with the auditors performance and the impacts this has had on each Council.</p> <ol style="list-style-type: none"> 1) That the Chair of the Audit and Governance Committee write to the Partner leading the Ernst and Young Government and Public Sector Assurance team expressing the Committee extreme disappointment. 2) That the Committee receive and approve, in principle, the final Statement of Accounts.

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		<p>3) That the Committee agree to the additional recommendations tabled as below:</p> <p>a) Note that the Combined Authority’s external auditors are not able to guarantee that they will have completed their audit of the accounts for 2018/19 before the statutory deadline of 31 July 2019 for the publication of the statement of accounts together with any certificate or opinion from the external auditors.</p> <p>b) Note that if it was not possible to publish the statement of accounts on time the law required the Combined Authority to publish as soon as reasonably practicable on or after the deadline a notice stating that it had not been able to publish the statement of accounts and its reasons for this.</p> <p>c) Authorise the Chief Finance Officer in consultation with the Chair of Audit and Governance Committee, as and when the final Audit Opinion was provided by the external auditors, to make any minor amendments to the statement of accounts arising from the final Audit Opinion and to authorise the Chief Finance Officer and Chair of Audit and Governance to then sign and publish the statement of accounts together with any certificate or opinion from the external auditors.</p> <p>d) In the event that amendments arising from the final Audit Opinion would constitute a “material adjustment” to the final accounts as defined in the external auditors final audit plan a further report is to be brought to Committee.</p> <p>4) That the Committee receive and approve the Annual Governance Statement 2018/19 as included within the statement of accounts.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
7.	Draft Annual Report of the Chair of Audit and Governance Committee 2018/19 & Self- Assessment	<p>The Chair submitted his report and elaborated thereon noting that the report demonstrated the work carried out by the Committee over the municipal year 2018/19 for the Committee to approve to the Combined Authority Board. Members agreed that any information included in the report relating to the 31st May 2019 Audit and Governance Committee be expunged from the report.</p> <p>RESOLVED:</p> <p>That the draft Annual Report of the Chair or Audit and Governance Committee be submitted to the Combined Authority Board with the above amendment</p>
9.	HR Update	<p>The Chair of the Committee stated that at a previous meeting of the Audit and Governance Committee meeting, the Combined Authority's Internal Auditors had given Human Resources a 'no assurance' status. Having identified this risk, the HR Manager had been invited to update members of the Committee on progress made.</p> <p>The HR Manager reported that an HR advisor had recently been recruited and it was noted that the HR Manager reported directly to the Chief Executive which demonstrated the level of commitment of the Combined Authority to address the issues experienced in relation to HR functions.</p> <p>It was noted that policies and procedures that had previously not been visible had been placed in a central area and that there had been an amalgamation of information from the LEP and Peterborough City Council. The HR Manager explained that there had been a significant recruitment drive which had seen 17 of the 30 vacant posts recruited to.</p> <p>The Chair commented that he was encouraged to see the progress that had been</p>

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		<p>made and the Committee welcomed a key objective being the introduction of a forum that would focus on employee engagement and satisfaction. The Chief Executive explained that whilst there were a number of Interims in post, the senior management structure was now in place and a permanent Head of Transport had been recruited.</p> <p>RESOLVED:</p> <p>That the Committee noted the updated information provided by the HR Manager.</p>
10.	CPCA & A&GC Treasury Management Report	<p>The Head of Finance elaborated on a report and noted that the Treasury Management in the Public Services: Code of Practice 2011 recommended that Members receive regular reports on the Authority's Treasury Manager. It was reported that the Combined Authority had been through a procurement exercise to employ its own specialist Treasury Management advisors; a preferred supplier having been identified, soon to engage into contract with the Authority.</p> <p>RESOLVED:</p> <p>That the Committee reviewed the actual performance for the year to 31st March 2019, against the adopted prudential and treasury indicators.</p>
11.	Work Programme Cover Report	<p>The Committee received a report and the draft Work Programme and calendar of working programme items for the year.</p> <p>The Committee agreed to the following actions:</p> <ul style="list-style-type: none"> a) The Chief Executive to produce a timeline of the implementation of a significant project carried out by the Combined Authority to include key priorities with a proposed case study and time line.

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		<ul style="list-style-type: none"> b) The Chief Executive to draft a statement, outlining the position of the Combined Authority's 2018/19 external audit including details of the delays incurred through the failures of Ernst & Young. c) The Chief Executive to liaise with all affected constituent Councils and send a letter to government expressing their dissatisfaction with the external auditors d) The Chair to write to the Partner leading the Ernst and Young Government and Public Sector Assurance team expressing the Committees extreme disappointment e) The Chief Officer of the Business Board to provide an update on the priorities and objectives of the Business Board. <p>An Annual Report on Performance, FOIs, Fraud, Whistleblowing and Complaints to be produced for review.</p>
12.	Date of Next Meeting	The Committee agreed that the next meeting be held on the 27 th September 2019 at Cambridgeshire County Council.

Appendix 6



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

AUDIT & GOVERNANCE COMMITTEE - Decision Summary

Meeting: 27 September 2019

Agenda/Minutes: [Audit & Governance Committee: 27th September 2019](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies and Declarations of Interests	Apologies were received from Councillor McGuire and Councillor Mason. Councillor Davey declared a non-pecuniary interest as his wife is an Assistant Director at Peterborough City Council and Cambridgeshire County Council in Housing matters.
2.	Chairs Announcement's	The Chair noted that there had been a change to the membership of the Audit and Governance Committee and welcomed Councillor Sandford as the Committee

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		<p>Member and Councillor Barkham as the substitute Member for Peterborough City Council.</p> <p>The Chair reported that he had recently met with the Chair of the Overview and Scrutiny Committee and they discussed their respective roles and the Committee responsibilities.</p>
3.	Minutes of the Meeting held on 19 th July 2019	The minutes of the meeting held on the 19 th July 2019 were agreed and signed by the Chair.
4.	Audit Results Reports & Statement of Accounts 2018/19	<p>The Head of Finance elaborated on a report that recommended the Committee receive the audit results report for the year ended 31st March 2019. It was noted that at the previous Committee held on the 31st July 2019, it had been explained that Ernst & Young had not been able to complete their audit work. Consequentially, the Combined Authority had been unable to publish final audited accounts by the 31st July deadline. The law requires that the authority publish, as soon as is practicable, on or after the deadline, a notice that would state that they had not been able to publish the statement of accounts and the reasons for this.</p> <p>The External Auditor explained that the audit of the Authority's financial statements for the year ended 31 March 2019 had been completed and performed the procedures outlined in their Audit Plan.</p> <p>The Head of Finance explained that a letter had been written to the PSAA (Public Sector Audit Appointments Limited) and the response had explained that the number of delayed audit opinions in local government had risen from 13% in 2017/28 to over 40% in 2018/19.</p> <p>RESOLVED:</p> <p>That the Committee received the audit results report for the year ended 31st March</p>

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		2019.
5.	Governance Review Report	<p>The Chief Executive explained that the Combined Authority had set its key priorities, used its budgets to create recyclable funds, created a new staffing structure and put in place performance measures; the proposals set out in the governance review reflected the final part of the re-design of the Authority which would include the delegation of powers to the proposed Executive Committees.</p> <p>It was noted that one of the key advantages of transitioning to the new governance arrangements would be the additional involvement of Members of constituent Councils bringing together their areas of expertise and knowledge. The Chief executive explained that the Board would retain oversight of the Forward Plan and would have the power to call-in decisions of Executive Committees in exceptional circumstances.</p> <p>In response to a question raised by the Chair about the potential impact of the changes on the work of the Audit and Governance Committee, Members agreed that it would be ‘business as usual’ and there was no need for the Committee to make any adjustments.</p> <p>RESOLVED:</p> <p>That the proposed new governance arrangements for the Combined Authority had been considered</p> <p>That the Committee’s Work Programme be amended to include a report to the meeting of the Committee on 27 March 2020 reviewing the effectiveness of the proposed new governance arrangements.</p>
6.	Combined Authority Board Summary Report	The Interim Monitoring Officer elaborated on his report and explained that it provided Members with an update on the activities of the Combined Authority Board and provided the Committee with an opportunity to identify matters for

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		<p>further consideration.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>
7.	Transport Acceleration & Risk Report	<p>The Head of Transport elaborated on the report and noted that Members of the Committee had requested an assessment of the impact on the Combined Authority's risk management of the accelerated delivery approach set out in the July 2018 Board paper.</p> <p>Members were informed that the governance arrangements had been significantly improved and additional steps introduced to improve the way risk was being managed.</p> <p>In response to questions asked, the Transport Manager explained that risk assessments could include environmental challenges and there was a need for consideration about reducing congestion and air pollution in the initial stages of any transport project.</p> <p>RESOLVED:</p> <p>That the Committee noted the officers' assessment of the impact of the accelerated delivery strategy on project risk and the wider measures put in place by the Authority to manage project risk.</p>
8.	Business Board Update	<p>The Director of Business and Skills elaborated on his report which provided an update on the priorities and objectives of the Business Board. It was reported that the Business Board supported the Combined Authority's vision to double the size of the local economy with specific goals. This would create inclusive growth across</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>the economy and deliver a shared growth ambition across the OxCam Arc.</p> <p>In response to questions asked, it was explained that the proposed growth had considered environmental sustainability and included joined up working with housing colleagues to recommend environmental designs to assist with sustainability.</p> <p>RESOLVED:</p> <p>That the Audit & Governance Committee noted the priorities and objectives of the Business Board.</p>
9.	Risk register & Performance Update	<p>The Interim Monitoring Officer elaborated on the report which provided the Committee with an update on the performance reporting processes that were in place for the Combined Authority. It was noted that Members could request additional information on the performance or risk relating to a specific project. It was reported that a number of risks with a risk rating of ‘very high’ had reduced from four to two since May 2019.</p> <p>RESOLVED:</p> <p>That the Performance Reporting processes that are in place for the Combined Authority be noted.</p> <p>That the Performance Reporting Dashboard that is presented to the Board on a quarterly basis and recommend any proposed changes be noted.</p> <p>That the Combined Authority’s Corporate Risk register be reviewed.</p> <p>That the proposed changes to the Corporate Risk Register to be reported to the</p>

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		next Board meeting for approval be approved.
10.	Internal Audit: Progress Report 2019/2020	<p>The Internal Auditor submitted his report and noted that since the last report, additional advice and support had been provided to the CPCA in relation to payment processes. The Audit Plan would need to be flexed to accommodate this or additional days considered. Protocols for agreeing changes to the Audit Plan and developing future plans would be included as part of the next report to Committee in December 2019.</p> <p>It was reported that the Audit Plan included a review of the loan of £6.5m to East Cambridge Trading Company, approved at the March 2018 board meeting. This was later extended to include the loan of £24.4m, which was approved in November 2018, at the request of the Audit and Governance Committee. It was explained that the audit rating provided was reasonable assurance and noted that five recommendations have been established and agreed as a result. Members of the Committee discussed the increase in the number of days of work required of the internal auditors and noted that officers would work with the auditors to address priorities and any changes to those would be done in consultation with the Chair of the Audit and Governance Committee.</p> <p>RESOLVED:</p> <p>That the progress report from Internal Audit had been considered. Internal Audit would provide timelines and progress indicators in future reports and seek The Committee's approval to any programme changes.</p>
11.	Update on Freedom of Information Requests, Fraud, Whistleblowing & Complaints	The interim Monitoring Officer presented and elaborated on the report and commented that the Committee had responsibility for monitoring the Combined Authority's anti-fraud, whistleblowing policy and the complaints process and for reviewing the Authority's corporate Governance arrangements.

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		<p>RESOLVED:</p> <p>That the Committee would advise how the Combined Authority communicated the Whistleblowing Policy and encouraged its use.</p>
12	Medium Term Financial Plan & Business Plan Mid-Year Update	<p>The Committee was presented with the report and the Chief Finance Officer explained that the proposed mid-year update to the 2019/20 Budget and the 2019-2023 Medium Term Financial Plan had been approved by Board on the 25th September 2019</p> <p>Members were informed that there had been a staffing restructure and there had been a 24% reduction in costs from the structure report of June 2018, and that the total staffing costs were planned to be reduced further.</p> <p>RESOLVED:</p> <p>The proposed mid-year update to the 2019/20 Budget and the 2019-2023 Medium Term Financial Plan (MTFP)</p> <p>The mid-year update on the 2019-20 Business Plan</p>
13.	National Audit Office Consultation on Changes to the Code of Audit Practice	<p>The Deputy S73 Officer and Chief Accountant elaborated on his report which reported that the Code of Practice was a key document setting out the principles governing how local auditors in England meet their responsibilities when auditing local authorities.</p> <p>RESOLVED:</p> <p>That the proposed changes to the Code of Audit practice and the potential impact</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		on reporting to the Committee for local audit work be noted.
14.	Work Programme	<p>The Committee received the report which provided the draft work programme and calendar of working programme items for the year.</p> <p>The Committee agreed to add the following to the work programme:</p> <p>The Committee to receive a report on 27 March 2020 reviewing the effectiveness of the proposed new governance arrangements.</p>
15.	Date of Next Meeting	The Committee agreed that the next meeting be held on 13 th December.