



**Cambridgeshire & Peterborough Combined Authority**

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

<b>Meeting</b>	<b>Dates of Meeting</b>	<b>Representative</b>
<b>Audit and Governance Committee</b>	<b>26<sup>th</sup> May 2020</b>	<b>Councillor Tony Mason</b>
<b>Overview and Scrutiny Committee</b>	<b>29<sup>th</sup> May 2020</b>	<b>Councillor Grenville Chamberlain Councillor Pippa Heylings</b>
<b>Combined Authority Board</b>	<b>3<sup>rd</sup> June 2020</b>	<b>Councillor Bridget Smith</b>

**The above meetings have taken place in May and June 2020.**

**Audit and Governance Committee – Tuesday 26<sup>th</sup> May 2020**

The Audit and Governance Committee met on 26<sup>th</sup> May 2020, the decision summary is attached as **Appendix 1**.

**Overview and Scrutiny Committee – Friday 29<sup>th</sup> May 2020**

The Overview and Scrutiny Committee met on 29<sup>th</sup> May 2020, the decision summary is attached as **Appendix 2**.

**Combined Authority Board – Wednesday 3<sup>rd</sup> June 2020**

The Combined Authority Board met on 3<sup>rd</sup> June 2020, the decision summary is attached as **Appendix 3**.

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



## Audit and Governance Committee Decision Summary

**Meeting:** 26 May 2020

**Agenda/Minutes:** [Audit and Governance Committee - 26th May 2020](#)

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	There were no apologies and no declarations of interest made.
2.	Confirmation of Membership of the Audit & Governance Committee for Municipal Year 2020/21	<p>Membership was the same as in the last municipal year and there had been no changes amongst substitute members. The Committee noted Fenland DC Annual General Meeting was to be held on 17 June, which could signal change in Fenland DC membership of the Committee.</p> <p>A Vice-Chairman of the Committee would be appointed at the next meeting on 31 July as the Combined Authority Board Annual Meeting was not until 3 June and a decision on a Vice-Chairman appointment would be ratified at that meeting.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
3.	Chairs Announcement's	<p>The Chair informed the Committee that a report on internal audit provision would be received at the 31 July meeting of the Committee.</p> <p>The Chair stated his intention to hold a development session for the Committee in the autumn of 2020.</p>
4.	Minutes of the last meeting	<p>The minutes of the last meeting held on 16 December 2019 were agreed as an accurate record.</p> <p>Action sheets appended to the minutes at future meetings will be presented in an improved format with additional information related to when they have been resolved.</p>
5.	Combined Authority Board Update	<p>The Chief Executive provided the Committee with an update on the work of the CA Board.</p> <p>The Chief Executive explained the actions the Combined Authority were taking to mitigate the risks of the Covid-19 pandemic. The CEO explained all decisions made during the pandemic, using the Mayor's general power of competence were published on the Combined Authority website.</p> <p>The Chief Executive undertook to provide Cllr Sandford with detail on the Local Transport Plan and how it relates to Peterborough.</p>
6.	Statement of Accounts 2019/20	<p>Several members of the Committee expressed their disquiet about the timing of the receipt of the accounts.</p> <p>The s.73 officer elaborated on the report provided for which the purpose was to provide the Committee with the opportunity to comment on the draft in a workshop format, rather than be tabled on the day.</p> <p>The s.73 officer explained that as a result of the Covid-19 pandemic the publication</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>deadlines for the accounts had been pushed back nationally. Draft accounts would need to be published by 31 August 2020 and the final version of the accounts by 30 November 2020.</p> <p>An updated draft statement of accounts would be published on the CA website once outstanding information contained in the actuarial report (which was not received until 21 May) was incorporated.</p> <p>The external audit was underway and the intention was for the Committee to receive final audited accounts at its meeting on 31 July 2020. The external audit report was not expected to be provided until September.</p> <p>A decision was made not to consolidate the CA subsidiary companies within the financial statements as they had not yet starting trading and the impact was not material. This approach had been discussed and agreed with the auditors.</p> <p>The s.73 officer resolved to provide some additional detail on loans and to consider within the context of post balance sheet events.</p> <p>The Chief Executive provided a commitment to provide the Committee with advance sight of the statement of accounts two-weeks in advance of the 31 July meeting.</p> <p><b>RESOLVED:</b></p> <p>The statement of accounts to be presented at the 31 July 2020 meeting of the Committee would be circulated to Members two-weeks in advance of the meeting.</p>

7.	External Audit Update	<p>The external auditors presented an update to the Committee and reiterated the change in deadlines for the publication of accounts.</p> <p>The external audit of the Combined Authority was taking place over the next three or four weeks.</p> <p>The total audit fee was expected to be c. £45,000.</p> <p>Chair welcomed the report and praised the progress being made and looked forward to receiving a further update at the 31 July 2020 meeting of the Committee.</p> <p><b>RESOLVED:</b></p> <p style="padding-left: 40px;">A further report be received at the 31 July 2020 meeting of the Committee.</p>
8.	Internal Audit Update	<p>The Committee received a progress report from the Internal Auditor.</p> <p>It was reported that Covid-19 had had an impact on some of the audits; however, the Internal Audit with opinion was on track to be reported to the 31 July 2020 meeting of the Committee.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>a) That the Internal Audit with opinion be received at the 31 July 2020 meeting of the Committee.</li> <li>b) A separate paper on how the Combined Authority was to take Internal Audit forward after the Service Level Agreement with Peterborough City Council concluded.</li> </ul>

9.	Draft Annual Report of the Chair of the Audit & Governance Committee	<p>The Chair presented his report and informed the Committee that it would be presented to the CA Board meeting on week commencing 3 August 2020.</p> <p><b>RESOLVED:</b></p> <p>The report was approved by the Committee for submission to the CA Board subject to the correction of a typographical error.</p>
10.	Corporate Risk Register	<p>The Risk Register was presented to enable the Committee to review and recommend any amendments.</p> <p>The document is a 'live' document which was ever-evolving, for example risks associated with the Covid-19 pandemic.</p> <p>A question was raised as to whether climate change be included on the risk register? The Chair encouraged climate change to be included on future iterations of the register. The Monitoring Officer agreed to discuss this with the CA Corporate Management Team.</p> <p>The Chair raised a concern that around 75% of the risk are red rated and that this would not be sustainable moving forward. The Monitoring Officer stated he would be working closely with CMT to improve the ratings on the register.</p> <p>The Chief Executive stated she was taking an active role and was confident the risks would change to amber/green. The report presented was put together at the height of the Covid-19 outbreak and improvement is fully expected.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>a) That a recommendation from the Committee to include climate change on the Risk Register in future.</li> <li>b) The Committee expressed its concern that around 75% of the risks are rated red but welcomed the advice from the Chief Executive that these</li> </ul>

		<p>would be ameliorated.</p> <p>c) That a further report be presented to the 31 July 2020 meeting of the Committee so that progress could be monitored. This report to include the top three to four risks that were improving/getting worse.</p> <p>d) That a future report either be more eligible or posted to members in advance of the meeting in hard copy.</p>
11.	Complaints Procedures	<p>The report presented would be taken to the CA Board meeting on 3 June. Committee received a report which provided an update on the activities of the Cambridgeshire and Peterborough Combined Authority Board meetings of the previous 6 months.</p> <p><b>RESOLVED:</b></p> <p>That the Committee noted the revised procedures and, with the addition of the contact details of 'street scene' issues for the borough, city and district councils, approve them to the CA Board.</p>
12.	Treasury Management Strategy Summary	<p>The Committee noted the strategies.</p>
13.	Trading Companies	<p>A report, previously presented to the Overview &amp; Scrutiny Committee in February 2020, was received. It was explained this was being presented to this Committee in order that it understood the dynamic of the Overview &amp; Scrutiny functions in terms of the traded companies. Additionally, this Committee needed to be satisfied with the governance and expenditure of the traded companies.</p> <p>The companies were wholly owned by the Combined Authority.</p> <p>The Committee was assured the Chairman of the traded companies went through a rigorous appointments process.</p>

		<p><b>RESOLVED:</b></p> <p>That a development session on the trading companies be held, possibly in autumn 2020.</p>
14.	Revised Guide for Project Management	<p>The Committee received and noted the revised guide.</p> <p><b>RESOLVED:</b></p> <p>That future items to be noted by the Committee be sent in advance to members as a batch, thus enabling them to request further information to be presented to the Committee where necessary.</p>
15.	Work Programme	<p>The report which provided the draft work programme for Audit and Governance Committee was noted.</p> <p><b>RESOLVED:</b></p> <p>a) The meeting initially scheduled for 2 April 2021 would be moved to 6 April 2021. The pre-election period for 2021 would have no impact on this date change.</p> <p>b) Future presentation of the work programme would provide greater clarity.</p>
16.	Urgent Business at the Chair's Discretion: Lancaster Way	<p>The Chief Executive and Monitoring Officer stated they were grateful to the Chair for agreeing to include this item, at late notice onto the agenda.</p> <p>The Transport &amp; Infrastructure Committee had referred the item to this Committee to approve the implementation of an independent review. Terms of Reference for the review had been drawn up by the CA and in conjunction with Cambridgeshire County Council as the Highways Authority.</p> <p>The County Council, it was reported, by the Chief Executive was keen for a speedy</p>



		<p>resolution. Therefore, an Extraordinary meeting of the Committee might be required. The reporting timescale would be kept under review.</p> <p>It was confirmed the Lancaster Way project itself would not be delayed as a result of the independent review.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>a) That the Committee responds positively to the request for an independent review and that this had no impact on the delivery of the project.</li> <li>b) That the Committee was open to an Extraordinary meeting, if necessary, with the proviso that sufficient time was afforded to enable the Committee to have all the background information it requires.</li> </ul>
17.	Date of Next Meeting	The next meeting would be held virtually on the Zoom platform on 31 July 2020 at 10.00 a.m.



## Overview and Scrutiny Committee Decision Summary

**Meeting:** 29 May 2020

**Agenda/Minutes:** Overview and Scrutiny Committee - 29th May 2020

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 were received from: Cllr P Heylings (substituted by Cllr P Fane), and Cllr J Scutt
2.	Confirmation of Membership	The Membership of the Committee remained the same as last year. Fenland DC had its AGM on 17 June and could, potentially, change its appointments to the Committee. If required this would be reported to the next meeting of the Committee.
3.	Appointment of Chair and Vice-Chair	The Monitoring Officer took the Chair for this item. Cllr Dupre was nominated and seconded to continue as Chair for 2020/21 and was elected unanimously. Cllr Price was nominated and seconded as Vice-Chair for 2020/21 and was elected unanimously.

		All Lead Members shadowing the Housing, Skills and Transport Executive Committees agreed to continue.
4.	Declaration of Interests	There were no declarations of interest
5.	Minutes of the last meeting held on 24 February 2020	<p>With a minor correction the minutes of the meeting held on 24 April 2020 were agreed as a correct record.</p> <p><b>AGREED:</b></p> <ul style="list-style-type: none"> <li>a) Future CA Board answers to questions raised at O&amp;S Committee be appended to the minutes as a supplement</li> <li>b) The response from BEIS, as agreed in Agenda item 8 on 24 April 2020, had yet to be shared with Committee. It to be established that this could be provided</li> </ul>
6.	Public Questions	There were no public questions received.
7.	CPCA Project Register	<p>Roberta Fulton, DESIGNATION, was in attendance.</p> <p><b>AGREED:</b></p> <ul style="list-style-type: none"> <li>a) An updated table be provided to the next meeting of the Committee indicating the status of projects that were no longer proceeding</li> <li>b) That O&amp;S receives project updates on some of the larger schemes in its 'fallow' months</li> <li>c) The Committee lead members to consider the projects in the register, look at the key dates and suggest dates these could be scheduled into the Committee work programme. The lead members should meet with the Monitoring Officer and Scrutiny Officer to bring a paper to the next meeting</li> </ul>

		<p>of the Committee</p> <p>d) Further updates be bought to the Committee on a quarterly basis commencing in September 2020</p>
8.	Report of the CAM Metro Task & Finish Group	<p><b>AGREED:</b></p> <p>a) The work of the T&amp;F Group continue into this municipal year</p> <p>b) The T&amp;F Group provide quarterly updates to the Committee commencing in September</p>
9.	Horizon Scanning: Strategic Forward View	<p>The Committee discussed the impact of Covid-19 which would have particularly impacted the skills and transport agendas.</p> <p>On skills the committee were keen to know how the pandemic would fully affect HEIs, apprenticeships and the impact of any recession.</p> <p>On housing the affordable housing programme and the committees continuing concerns over accessibility and environmental factors was raised. The status of the £100k homes programme was also raised.</p> <p>On transport the CAM Metro T&amp;F Group will continue and at the April meeting of the Committee it was agreed the Bus Review T&amp;F Group be extended until the Mayoral decision in January 2021.</p> <p><b>AGREED:</b></p> <p>a) The lead members consider the issues highlighted above and raise at the meeting indicated in item 7 (c) above to assist in formulating the work programme</p> <p>b) A presentation from the Skills team at a future meeting to present on the</p>

		impact of Covid-19 on employment, training and education be requested
10.	Combined Authority Board Agenda	<p>The following questions from the Chair of the Overview &amp; Scrutiny Committee to the CA Board were:</p> <p><b>AGREED:</b></p> <p>a) Agenda item 1.2: The Overview &amp; Scrutiny Committee received a written response following its question to the meeting of the Combined Authority Board on 29 April stating that ‘productive discussions’ were ongoing relating to the appointment of a Chair of the proposed Independent Commission on Climate Change. What have these discussions consisted of and have they resulted in the appointment of a Chair of the Independent Commission and other commissioners? What progress on this important piece of work has been made in the last month?</p> <p>b) Agenda item 3.3: There is an increased emphasis on active transport modes and an increased level of importance attached to cycling, walking and equestrian transport as a result of the Covid-19 pandemic. What steps are being taken to prioritise active travel not only in the light of Covid-19 but more generally?</p> <p>c) Agenda item 3.6: The paper accompanying this item refers to savings that will be achieved as a result of the surrender of the lease on the Combined Authority headquarters in Alconbury. However, there are no assumptions included in terms of the costs associated with alternative accommodation. Can the Board provide a more accurate savings figure which takes into account such costs? Secondly, why is the Combined Authority paying a whole year’s rental costs to terminate the lease at Alconbury?</p>
11.	Combined Authority Forward Plan	The CA Forward Plan was noted.

12.	Committee Meetings – Lead Member Questions and Answers	<p><b>AGREED:</b></p> <p>Questions from Lead Members will be forwarded to the Committee Chairs at least 48 hours in advance throughout the municipal year</p>
13.	Date of next meeting	<p>The CA Board would confirm dates for all meetings on 3 June 2020. Confirmed dates would be circulated as part of the minutes of this meeting.</p> <p>The next scheduled meeting of the Committee is Monday, 22 June 2020 at 11.00 a.m. (with a 10.00 a.m. pre-meeting). This would be held virtually on the Zoom platform.</p>



## CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

**Meeting:** 3 June 2020

**Agenda/Minutes:** Cambridgeshire and Peterborough Combined Authority Board - 3rd June 2020

Item	Topic	Decision
<b>Part 1 – Governance Items</b>		
1.1	Announcements, Apologies and Declarations of Interest	Apologies were received from Jessica Bawden, representing the Cambridgeshire and Peterborough Clinical Commissioning Group.
1.2	Minutes of the Combined Authority Board meeting 29 April 2020	The minutes of the meeting on 29 April 2020 were approved as an accurate record.
1.3	Petitions	None received
1.4	Public Questions	None received

1.5	Forward Plan – 22 May 2020	<p>It was resolved to:</p> <p style="text-align: center;">Approve the Forward Plan</p>
1.6	Membership of the Combined Authority	<p>The Board reviewed the membership of the Combined Authority Board for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2020/2021 (Appendix 1);</li> <li>b) Appoint the Business Board’s nominations as Member and substitute Member to represent them on the Combined Authority for the municipal year 2020/21 (Appendix 1).</li> <li>c) Confirm that the following bodies be given co-opted member status for the municipal year 2020/21: <ul style="list-style-type: none"> <li>(i) The Police and Crime Commissioner for Cambridgeshire;</li> <li>(ii) Cambridgeshire and Peterborough Fire Authority;</li> <li>(iii) Cambridgeshire and Peterborough Clinical Commissioning Group.</li> </ul> </li> <li>d) Note the named representative and substitute representative for each organisation as set out in the report.</li> <li>e) Agree that any late notifications of appointments to the Monitoring Officer shall take immediate effect.</li> </ul>



1.7	Appointments to Executive Committees Appointment of Chairs and Lead Members	<p>The Board reviewed Lead Member responsibilities and Committee membership for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <p>Note and agree the Mayor’s nominations to Lead Member responsibilities and the membership of the committees including the Chairs of committees for 2020/21 as set out in Appendix 1.</p>
1.8	Appointment of Overview and Scrutiny Committee	<p>The Board reviewed the membership of the Overview and Scrutiny Committee for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Confirm that the size of the Overview and Scrutiny Committee should be 14 members; two members from each constituent council and two substitute members for the municipal year 2020/2021;</li> <li>b) Agree the political balance on the committee as set out in Appendix 1;</li> <li>c) Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Overview and Scrutiny Committee for the municipal year 2020/21 as set out in Appendix 2.</li> <li>d) Request that the Overview and Scrutiny Committee consider the co-option of an independent member from a Constituent Council.</li> </ul>

1.9	Appointment of Audit and Governance Committee 2020-21	<p>The Board reviewed the membership of the Audit and Governance Committee for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Confirm that the size of the Audit and Governance Committee should be eight members; one member and one substitute from each Constituent Council and confirm the reappointment of the existing independent person for the municipal year 2020/2021;</li> <li>b) Agree the political balance on the committee as set out in Appendix 1;</li> <li>c) Confirm the appointment of the Member and substitute Member nominated by Constituent Councils to the Committee for the municipal year 2020/2021 as set out in Appendix 2</li> <li>d) Appoint a Chair and Vice Chair of the Audit and Governance Committee for the municipal year 2020/2021.</li> </ul>
1.10	Calendar of Meetings 2020-21	<p>The Board reviewed the proposed Calendar of Meetings for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <p style="text-align: center;">Approve the Calendar of Meetings for 2020/2021 (Appendix 1).</p>

1.11	Complaints Policy	<p>The Board reviewed the Combined Authority's corporate complaints procedure.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve and adopt the complaints procedures, subject to any amendments made by the Audit and Governance Committee and to the Monitoring Officer refining the first paragraph of Section 5 regarding complainants' right to anonymity in consultation with the Mayor.</li> <li>b) Notify the Local Government and Social Care Ombudsman of its decision to approve and adopt the revised complaints procedures.</li> <li>c) Note that the Monitoring Officer has delegated authority to make any changes recommended by the Local Government and Social Care Ombudsmen or resulting from the Audit and Governance Committee's function to monitor the complaints procedures.</li> </ul>
1.12	Performance Report June 2020	<p>The Board reviewed the June Delivery Dashboard.</p> <p>It was resolved to:</p> <p style="text-align: center;">Note the June Delivery Dashboard</p>

<b>Part 2 – Finance</b>		
2.1	Budget Monitor Report – June 2020	<p>The Board received an update report on the provisional outturn position of the Combined Authority for the year ended 31 March 2020.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the provisional outturn position against budget for the year to 31 March 2020.</li> <li>b) Approve the carry forward of budget underspends to increase the 2020/21 budget to deliver the outcomes identified.</li> <li>c) Update the 2020/21 budget and Medium Term Financial Plan in accordance with the proposed changes made following the COVID-19 MTFP response review.</li> </ul>
<b>Part 3 - Combined Authority Decisions</b>		
3.1	Cambridge City Council £70m Affordable Housing Programme Forecast 2020-21	<p>The Board considered a report seeking approval for, the carry forward of underspend from the 2019/20 budget into the new financial year and of the 2020/21 budget figure for the £70 million Cambridge City programme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the revised expenditure profile in respect of the £70 million Affordable Housing Programme led by Cambridge City Council, as part of the £170 million Affordable Housing Programme</li> <li>b) Approve a carry forward of £5,266,287 from the approved 2019/20 budget into the 2020/21 financial year</li> </ul>

		<p>c) Approve a budget of £15,270,231 for 2020/21, giving a total budget of £20,536,518 for the year once the carry forward</p>
3.2	Wisbech Rail	<p>The Board considered a report providing an update on the progress made with the Wisbech Rail Full Business Case (FBC) and the Governance for Railway Investment Projects (GRIP) 3b study and proposed next steps.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the headline conclusions of the draft Full Business Case that restoring a heavy rail link between Wisbech and Cambridge would be practicable and provide value for money;</li> <li>b) Delegate authority to the Transport and Infrastructure Committee to approve the final version of the Full Business Case; and</li> <li>c) Approve continued engagement with the Department for Transport, and other central government departments to explore the future funding of this project through the Restoring Railways Fund.</li> </ul>
3.3	Peterborough - Transport Schemes, Studies and Monitoring	<p>The Board considered a report requesting the release of funding for the 2020/21 financial year to enable Peterborough City Council to undertake initial transport studies.</p> <p>It was resolved to:</p> <p>Approve the release of £100,000 from the provisional allocation in the Medium Term Financial Plan.</p>
3.4	Market Towns Programme Investment Prospectus 2020	<p>The Board considered a report providing background and strategic context to the Combined Authority Market Towns Programme and recommending that the</p>

		<p>Combined Authority issue an Investment Prospectus in June 2020.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Agree the below scope of the Investment Prospectus to in delivery of Market Town Masterplans, and delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Skills, to sign-off of the final version;</li> <li>b) Note that the Investment Prospectus would be launched to Market Town leads and partners in June 2020;</li> <li>c) Note that funding applications will be brought to the Combined Authority Board for approval from July 2020 onwards.</li> </ul>
3.5	Combined Authority Retraining Scheme	<p>The Board considered a report seeking approval to develop and launch a new Retraining Scheme Pilot and to spend the allocated funding received from the Department for Education (DfE) of £80,100 for the Retraining Scheme Pilot.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the development and launch of the Cambridgeshire &amp; Peterborough Retraining Scheme Pilot.</li> <li>b) Give approval to spend the allocated budget of £80,100 from the Department for Education.</li> </ul>

3.6	Surrender of Lease - Alconbury	<p>The Board considered a report requesting agreement for the surrender of the Lease of the Alconbury site.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Agree to the surrender of the Lease of the Alconbury site, and to approve the payment of £151,537.50 in respect of the cost of the surrender.</li> <li>b) Note the updates provided in this report relating to the work to engage with staff on approaches to agile working, and to identify possible alternative sites,</li> <li>c) Note that a further report would be brought back to the Combined Authority Board proposing a shortlist of locations for a permanent HQ for the Cambridgeshire and Peterborough Combined Authority.</li> </ul>
<b>Part 4 – Mayoral Decision</b>		
4.1	Local Highways Maintenance Capital Grant Allocation 2020-21	<ul style="list-style-type: none"> <li>a) The Combined Authority Board was consulted regarding the Mayor’s intention to allocate grants totalling £22,554,000 to Cambridgeshire County Council (CCC) and Peterborough City Council (PCC) in line with the Department for Transport formula as set out below.</li> <li>b) Having consulted the Board, the Mayor allocated the grants as set below: <ul style="list-style-type: none"> <li>CCC - £17,781,000</li> <li>PCC - £ 4,773,000</li> <li>Total - £22,554,000</li> </ul> </li> </ul>

**By Recommendation to the Combined Authority**

**Part 5 – Business Board Recommendations to the Combined Authority**

5.1	Local Growth Fund Programme Management June 2020	<p>The Board considered a report requesting approval of an allocation of £320,000 returned Local Growth Funding into the new Adult Education Budget Innovation Fund.</p> <p>It was resolved to:</p> <p>Approve of an allocation of £320,000 returned Local Growth Funding into the new Adult Education Budget Innovation Fund as capital match to that fund to support the Further Education Sector plus Apprenticeships and Retraining.</p>
5.2	Business Board Constitution Review	<p>The Board considered a report requesting approval for amendments to be made to the Business Board Constitution.</p> <p>It was resolved to:</p> <p>Approve the amendments to the Constitution set out in Appendix 1, subject to specifying that the Director of Business and Skills had delegated authority to approve small grants to small and medium sized enterprises (SMEs) of up to £150k.</p>



**Part 6 - Additional report added to the agenda after publication under Special Urgency arrangements**

n/a	Emergency Active Travel: Advance Payments to Highways Authorities	<p>The Board considered a report seeking agreement for payment of the Combined Authority's full allocation under the Emergency Active Travel Fund to the two Highways Authorities in advance of the Authority's receiving the full payment from the Government.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"><li>a) Note and endorse the programme of work under way on temporary active travel measures;</li><li>b) Agree payments of £2,093,346 to Cambridgeshire County Council and £781,654 to Peterborough City Council as local allocations under the Emergency Active Travel Fund;</li><li>c) Agree that the payments can be made in advance of the Combined Authority receiving full payment from the Department for Transport.</li></ul>
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