

Agenda Item:



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

**JAMES PALMER**  
CAMBRIDGESHIRE &  
PETERBOROUGH MAYOR

## Cambridgeshire & Peterborough Combined Authority

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

Audit and Governance Committee  
31st July 2020  
Cllr Tony Mason

Overview and Scrutiny Committee  
22nd June 2020  
29th July 2020  
28th September 2020  
Councillors Grenville Chamberlain and Peter Fane

Combined Authority Board  
5th August 2020  
30th September 2020  
Councillor Bridget Smith

The above meetings have taken place in June, July, August and September 2020

#### Audit and Governance Committee – 31st July and 24th September 2020

The Audit and Governance Committee met on 31st July 2020, the decision summary is attached as Appendices 1 and 2.

#### Overview and Scrutiny Committee – 22nd June, 29th July and 28th September 2020

The Overview and Scrutiny Committee met on 22nd June, 29th July and 28th September 2020, the decision summaries are attached as Appendices 3, 4 and 5.

#### Combined Authority Board – 5th August and 30th September 2020

The Combined Authority Board met on 5th August and 30th September 2020, the decision summaries are attached as Appendices 6 and 7.

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: 31 July 2020

Agenda/Minutes: [Audit and Governance Committee - 31 July 2020](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies and Declarations of Interests	Apologies were received from Cllr Mike Davey (Cambridge City Council).  There were no declarations of interest.
2.	Confirmation of Membership of the Audit & Governance Committee for Municipal Year 2020/21 and Election of Vice-Chair	<ol style="list-style-type: none"> <li>1. Cllr Graham Bull had replaced Cllr Mac McGuire as the representative of Huntingdonshire District Council on the Committee.</li> <li>2. Cllr David Brown was nominated and seconded as Vice-Chair and duly elected.</li> </ol>
3.	Chairs Announcement's	<ol style="list-style-type: none"> <li>1. Lancaster Way: At the May Audit and Governance Committee meeting, following a referral by the Transport and Infrastructure Committee, it was agreed to commission an independent review of the costs and timetable associated with the programme delivery of the Lancaster Way project against terms of reference agreed at that meeting. The Combined Authority approached a number of potential suppliers and, in consultation with Cambridgeshire County Council, have agreed to appoint a suitably qualified auditor to perform the review. An inception meeting to agree the process, timeline and requirements for carrying out the work is scheduled for 3rd August. The supplier has been asked to provide a report to the Committee on</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>their findings at the 2 October Committee meeting, or at an Extraordinary Committee meeting.</p> <ol style="list-style-type: none"> <li>2. Register of Interest Forms: The Chair reminded members of the Committee to complete the Register of Interest forms recently forwarded to them via their respective constituent councils.</li> <li>3. MHCLG Correspondence: The Chair informed members of the Committee that he had spoken to the external auditors and was satisfied the issues referred to in the local press were a matter for the Overview &amp; Scrutiny Committee – the only governance issues were related to an error in the Constitution and a single recruitment issue. The Chair has requested an update on these two issues at the next meeting on 2 October. The Chair proposed the correspondence between the Mayor and the Minister be shared with the Committee together with an analysis from the Chief Executive of the issues raised by the Minister in the correspondence.</li> </ol> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The Lancaster Way independent review would be received at an extraordinary meeting or at the next meeting on 2 October, depending upon timescales.</li> <li>2. The Mayor of the Combined Authority be invited to the 2 October meeting to update the Committee on the MHCLG correspondence relating to governance issues.</li> <li>3. The MHCLG/Mayoral correspondence be circulated to the Committee together with an analysis of the issues raised by the Minister.</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
4.	Minutes of the last meeting	<ol style="list-style-type: none"> <li>1. The minutes of the last meeting held on 26 May 2020 were agreed as an accurate record.</li> <li>2. The Chair requested that 'open actions' be reverted to the top of the Action Sheet at future meetings.</li> </ol>
5.	Draft Financial Statements 2019/20	<ol style="list-style-type: none"> <li>1. S.73 Officer highlighted that the final publication date for the accounts is 30 November 2020 with the final version brought to the Committee on 2 October.</li> <li>2. With any amendments suggested by the Committee the version presented would be uploaded onto the CA website and public consultation will commence on the first Monday in September.</li> <li>3. Following a suggestion, a note should be incorporated into the accounts to fully explain the adjustment on the LEP/Business Board accountability.</li> <li>4. A note should be incorporated into the accounts stating no bonuses are paid to senior staff and salaries are base pay – any reference to bonuses should, therefore, be removed. The narrative should also reflect expenses not subject to tax are not included.</li> <li>5. The financial statements should reflect the risk register in future.</li> <li>6. The Committee to receive the redrafted version of the financial statement following revisions prior to the period of public consultation.</li> </ol> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The final statement of accounts to be presented at the 2 October 2020 meeting of the Committee.</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
6.	External Audit Update 2020/21	<p>1. The audit has not, as yet, been completed to the ambitious deadline of the end of July 2020. It will be, in the most part, completed by the end of August. However, owing to complexities related to the Cambridgeshire Pension Fund it will be the end of September when complete and be presented to the 2 October meeting of the Committee.</p> <p>2. Ernst &amp; Young were made aware of the MHCLG correspondence and are satisfied there are no significant issues that impact on the audit. If anything comes to light this will be reported at the next meeting.</p> <p>Resolved:</p> <p>1. The final audit and opinion be presented at the 2 October 2020 meeting of the Committee.</p>
7.	Internal Audit and Opinion 2019/20	<p>1. There were no significant issues to be reported and this is reflected in the Annual Governance Statement.</p> <p>2. There has been significant improvement of governance across all levels of the organisation.</p> <p>3. There will be a future report to the Committee on information security and governance.</p> <p>Resolved:</p> <p>1. A report on information security and governance to be submitted to the Committee. This to be included in the work programme at an agreed date.</p>

Item	Topic	Decision [None of the decisions below are key decisions]
8.	Internal Audit 2020/21	<p>1. There had been six expressions of interest to take forward the Internal Audit function following the cessation of the SLA with Peterborough City Council. Of these, three bids had been evaluated as compliant.</p> <p>2. The assessment will be complete, and an appointment made by week ending 14 August and the internal audit plan will be presented at the 2 October meeting of the Committee</p> <p>3. The Chair will be present at the presentations and he requested the Vice-Chair be involved also, if available.</p> <p>Resolved:</p> <p>1. Subject to availability the Vice-Chair be invited to the evaluation presentations.</p> <p>2. The Internal Audit Plan 2020/21 to be presented at the 2 October 2020 meeting of the Committee.</p>
9.	Annual Governance Statement	<p>1. A typographical error was pointed out on page 125 of the Committee papers – the year referenced should be 2019/20.</p> <p>2. The Monitoring Officer drew Committee attention to the current review of the Constitution and that there would be a workshop session on this for Members in mid-September. Members requested that, if possible, this be held on the same date as any extraordinary meeting related to Lancaster Way.</p> <p>3. There was a request for consistency on the acronyms used for the Cambridgeshire &amp; Peterborough Combined Authority in documentation.</p> <p>Resolved:</p>

Item	Topic	Decision [None of the decisions below are key decisions]
		<ol style="list-style-type: none"> <li>1. That a date for the workshop session for the Constitution review be forwarded to the Committee members as soon as possible.</li> </ol>
10.	Combined Authority Board Update	<ol style="list-style-type: none"> <li>1. The Chief Executive provided an update on the Combined Authority.</li> <li>2. Since the last meeting of the Committee there had only been one CA Board meeting at which the Complaints Policy was agreed and adopted. This had been approved at the last Audit &amp; Governance Committee meeting.</li> <li>3. The Chief Executive updated the Committee on measures being undertaken to mitigate the economic impact of Covid-19.</li> <li>4. A positive announcement on Wisbech Rail is expected shortly. This has formed part of the Gateway Review currently ongoing which has a number of positive messages being reported back to MHCLG.</li> <li>5. The University of Peterborough HE Partner has been appointed. Anglia Ruskin University will be the provider with the intention that there will be a fully independent University in due course.</li> </ol>
11.	Independent Commission on Climate Change	<ol style="list-style-type: none"> <li>1. The inaugural meeting of the Commission was on the morning of this meeting.</li> <li>2. A request for the names of those on the Commission was made.</li> <li>3. Any contributions from Members of the Committee would be welcomed, as the Commission wishes to have as wide an engagement as possible and should be sent directly to Adrian Cannard.</li> <li>4. There was some concern expressed with regard to the Commission appointments and whether it was an open appointment process. The Chair's comments with regard to this were noted. As a non-remunerated Commission, the group was selected based upon expertise – had it been a</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>remunerated Commission there would have been an open appointment process.</p> <p>5. As part of the Constitution review there will be a section on working groups which will elaborate upon the internal controls for the appointments to Boards, Commissions and Working Groups.</p> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The names of all on the Independent Commission on Climate Change will be provided to the Committee.</li> <li>2. The Constitution review should include protocols for appointments to Boards, Commissions and Working Groups.</li> <li>3. A further report to the Committee be programmed for December 2020 to explain the process for formulating recommendations.</li> </ol>
12.	Corporate Risk Register	<ol style="list-style-type: none"> <li>1. As requested at the previous meeting the risks were presented in order of RAG rating from highest to lowest. The only 'red' risk being the impact of Covid-19.</li> <li>2. A request to include climate change as a discrete risk was raised once more. The Chief Executive explained climate change is considered in how it manifests itself in the delivery of all infrastructure projects. There was a level of disquiet from the Committee regarding this. The CA will consider advice from the Independent Commission on Climate Change to see whether climate change ought to be reflected as an individual risk on the register. Members of the Committee requested that climate change is considered a discrete risk</li> </ol>



Item	Topic	Decision [None of the decisions below are key decisions]
		<p>3. Covid-19 appears as a single risk due to the immediate financial risk it poses to the Combined Authority area.</p> <p>4. Cllr Mason undertook to forward a document highlighting the sort of questions an organisation would be required to answer as part of the new Task Force on Climate Related Financial Disclosure (TCFD) from 2022. It was suggested this in turn be forwarded to the co-ordinators of the Independent Commission on Climate Change.</p> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. Climate change to appear on future risk register reports to the Committee as a discrete risk.</li> <li>2. A further update on the Corporate Risk Register will be received at the 2 October 2020 meeting of the Committee.</li> </ol>
13.	Work Programme	<ol style="list-style-type: none"> <li>1. The revised format was welcomed, and the Scrutiny Officer requested any further feedback on work programme presentation be forwarded to him.</li> <li>2. Revisions to the work programme based on this meeting would be reflected in a revision to be published with the minutes of the meeting.</li> <li>3. A typographical error will be corrected, and the date of the April 2020 meeting amended following the confirmation of dates at the last CA Board meeting in June 2020.</li> </ol> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The work programme revisions to be published alongside the minutes of the meeting</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
14.	Date of Next Meeting	The next meeting will be held virtually on the Zoom platform on 2 October 2020 at 10.00 a.m.

## Appendix 2

### Audit and Governance Committee Decision Summary

Meeting: 24th September 2020

Agenda/Minutes: [Audit and Government Committee - 24 September 2020](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1	Apologies and Declarations of Interests	There were no apologies. There were no declarations of interest.
2	Chair's Announcements	<ol style="list-style-type: none"><li>1. Anne Gardiner was welcomed back to the CPCA.</li><li>2. Members were reminded of the Value for Money Workshop following the Committee meeting on 2 October 2020.</li></ol>
4	The Cambridgeshire and Peterborough Combined Authority Constitution Review	<ol style="list-style-type: none"><li>1. The Assurance Framework was not being addressed at this meeting and would instead be referred to the meeting of the Committee on 27 November 2020. Committee members were requested to send any comments on the Assurance Framework directly to <a href="mailto:Rochelle.white@cambridgeshirepeterborough-ca.gov.uk">Rochelle.white@cambridgeshirepeterborough-ca.gov.uk</a></li><li>2. The revisions were presented in order and members discussed each in turn and the Committee was requested to approve, and recommend the revisions to the Constitution which were detailed in the report to the Combined Authority Board meeting of 30 September 2020. The following recommendations were agreed:</li></ol>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>Recommended:</p> <ol style="list-style-type: none"> <li>1. The Code of Conduct was agreed and recommended to the CA Board</li> <li>2. With the addition of a reference to the officer Gifts and Hospitality policy the Gifts and Hospitality Protocol was agreed and recommended to the CA Board</li> <li>3. The Members use of Resources and Code of Recommended Practice on Publicity, which supplements the recommended revised Code of Conduct, was agreed and recommended to the CA Board</li> <li>4. That reference be made to the requirement for the participation of the Mayor in any majority decision within the Officer Employment Procedure Rules. With such an addition the revision was agreed and recommended to the CA Board. The protocol on appointments within the Mayoral Office (Annex to the OEPRs) was also agreed and recommended to the CA Board</li> <li>5. A note to the CA Board that the Employment Committee may wish to reserve to themselves second and third-tier appointments which would otherwise fall to the Head of Paid Service. With this the revision to the Employment Committee section within the Constitution was agreed and recommended to the CA Board</li> <li>6. With the amendment to a typographical error, and the addition of a reference to participation via telephone, the protocol on Virtual/Hybrid meetings was agreed and recommended to the CA Board.</li> <li>7. The Webcasting protocol was agreed and recommended to the CA Board</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>8. With the amendment of a typographical error the Contract Procedure Rules was agreed and recommended to the CA Board</p> <p>9. The consequential and minor amendments to the Constitution were noted and agreed</p> <p>The following recommendations were also agreed:</p> <ol style="list-style-type: none"> <li>1. The Monitoring Officer to be requested to develop a Member/Officer protocol to be brought back to the Audit and Governance Committee</li> <li>2. The Constitution should include an introduction and pre-amble which refers to mandatory and optional content within the Constitution</li> <li>3. The Monitoring Officer to be requested to develop a protocol on the appointment of third-parties to CA Boards, Committees, Commissions and Working Groups</li> <li>4. The Committee would recommend to the CA Board that a letter is sent to Whitehall which expresses concern with the quoracy rules (which require two thirds of the members) of Combined Authority Committees</li> </ol>
5	Date of next meeting	Friday, 2 October 2020 from 10.00 a.m. via the Zoom platform.

## Appendix 3

### Overview and Scrutiny Committee Decision Summary

Meeting: 22nd June 2020

Agenda/Minutes: [Overview and Scrutiny Committee - 22nd June 2020](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies	Apologies were received from: Cllr P Heylings (substituted by Cllr P Fane), Cllr A Hay and Cllr G Chamberlain.
2.	Confirmation of Membership	
3.	Declarations of Interest	There were no declarations of interest.
4.	Minutes of the Previous Meeting	The minutes of the last meeting held on 29 May 2020 were agreed as an accurate record.
5.	Public Questions	There were no public questions received
6.	Co-option of an Independent Member from a Constituent Authority	<p>The Chair stated it was for the Committee to consider whether to appoint an Independent member to the Committee; however, such a member would have no voting rights or be counted towards the quoracy of the Committee.</p> <p>Agreed:</p> <p>i) That an Independent member is not co-opted onto the Committee.</p>

Item	Topic	Decision [None of the decisions below are key decisions]
		ii) That the Monitoring Officer enquire of the Combined Authority Board what representations, if any, have been made at government level to reconsider the legislative barrier to the inclusion of Independent members when considering political proportionality for Combined Authorities.
7.	Lead Member Appointment	There was full Committee support for a Lead Member to shadow the Business Board. Interested members should contact the Scrutiny Officer by the end of June 2020.
8.	Overview & Scrutiny Work Programme	Agreed: <ul style="list-style-type: none"> <li data-bbox="846 683 1928 791">i) The Chairs of the Executive Committees, the Mayor of the Combined Authority and the Combined Authority Directors be timetabled into the work programme.</li> <li data-bbox="846 831 1704 1015">ii) The following be scheduled into the work programme:               <ul style="list-style-type: none"> <li data-bbox="1010 906 1211 938">• A10 Dualling</li> <li data-bbox="1010 943 1435 975">• Ely Capacity Enhancements</li> <li data-bbox="1010 979 1301 1011">• Digital Connectivity</li> </ul> </li> <li data-bbox="846 1054 1951 1126">iii) That the updated work programme be presented to the next Committee meeting.</li> <li data-bbox="846 1166 1973 1238">iv) That a further horizon scanning item be scheduled for December 2020 to consider the work programme to April 2021.</li> </ul>
9.	CPCA Project Register	The report was noted and an update to the Committee was requested for September 2020, and quarterly thereafter.

Item	Topic	Decision [None of the decisions below are key decisions]
10.	Combined Authority Forward Plan	The CA Forward Plan was noted.
11.	Date of Next Meeting	The next meeting of the Committee will be at 11.00 a.m. on Monday, 27 July 2020 via the Zoom platform.



## Appendix 4

### Overview and Scrutiny Committee Decision Summary

Meeting: 29th July 2020

Agenda/Minutes: [Overview and Scrutiny Committee - 29th July 2020](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies	Apologies were received from: Cllr Markus Gehring (Cambridge City Council) substituted by Cllr Dan Summerbell; Cllr Patricia Jordan (Huntingdonshire District Council); and Cllr Kevin Price (Cambridge City Council).
2.	Declarations of Interest	There were no declarations of interest.
3.	Minutes of the Previous Meeting	Cllr Alex Miscandlon (Fenland District Council) was not in attendance – Cllr David Mason was the representative of FDC. With this amendment the minutes of the last meeting were agreed as an accurate record.
4.	Public Questions	There were no public questions received
5.	The Mayor of the Combined Authority	It was Agreed:  The Monitoring Officer would provide legal advice as to whether the following could be made available to the Committee:

Item	Topic	Decision [None of the decisions below are key decisions]
		<ul style="list-style-type: none"> <li>i) The legal advice, including that from James Goudie QC, behind the appointment of a political assistant and subsequent Chief of Staff;</li> <li>ii) The letter from MHCLG to the Co-Chief Executives in June 'outlining our differing view on the total additional starts on site delivered to date and confirming that further evidence of progress would be required before the Department could make further funding available';</li> <li>iii) The letter being written to The Minister of State at the MHCLG at the end of July/early August.</li> </ul>
6.	University of Peterborough	The PowerPoint presentation to be circulated to the Committee and published on the CA meetings website.
7.	Lead Member Appointment to Shadow the Business Board	<p>Agreed:</p> <ul style="list-style-type: none"> <li>i) Cllr Ed Murphy confirmed as Lead Member for the Business Board.</li> <li>ii) Cllr Jocelyne Scutt confirmed as Lead Member for Housing replacing Cllr Ed Murphy</li> </ul>

8.	Combined Authority Board Agenda: Wednesday, 5 August 2020	<p>The following questions to the Board were agreed:</p> <p><b>Item 2.1 Budget Monitor Update:</b> Building upon cycle schemes he has funded recently is the mayor able to consider reviewing budgets and move funding towards promoting safe walking and particularly cycling?</p> <p><b>Item 3.1 £100m Affordable Housing Programme Proposed Variations to Schemes that form investments from the £40m revolving fund:</b> The report to the Board states that “The lost interest by granting interest free periods will not impact on other areas of the Combined Authority. i.e. the revenue budget does not rely on these funds, but as mentioned earlier in the paper, any interest earned on these loans would be recycled and re-invested into new housing projects. i.e. the loss of interest just impacts on future funds available to support the £100m affordable housing programme.” What—in financial and housing unit terms—is the opportunity cost of this lost interest?</p> <p><b>Item 3.2 Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM):</b> The report to the Board states that “CAM will potentially increase social mobility to Peterborough and the Fens, therefore ‘levelling up’ the region”. Which parts of the Fens will have access to CAM, and when?</p> <p><b>Item 3.3 A10 Junctions and Dualling:</b> The report to the Board states that “there was a spread of opinion about the options”. Will the Combined Authority publish the public feedback received in response to the virtual public exhibition?</p> <p><b>Item 3.5 Market Town Masterplans:</b> A frequent comment during the development of the Market Town Masterplans was that local councillors and communities had not been consulted in their development, or their comments had been ignored. As funds are about to be allocated to the Market Towns to implement the Masterplans, what flexibility will be shown in granting funds to</p>
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		<p>Market Towns for local priorities which are not in the Masterplans created for them, but which have greater local support and in some cases, greater feasibility?</p> <p><b>Item 5.2 Integrated Economic, Business and Skills Insight Programme:</b> How is the Combined Authority balancing the need for urgent action this summer and autumn to address the short-term implications of COVID-19 on business and the economy, with the wish to redesign its medium term COVID-19 recovery focus?</p>
9.	Combined Authority Forward Plan	The Committee work programme was noted.
10.	Lead Member Questions to Executive Committees	Cllr Andy Coles confirmed the questions provided to the Skills Committee had been answered. There were no questions to the last meetings of either the Transport or Housing Committees.
11.	Combined Authority Forward Plan	The CA Forward Plan was noted
12.	Date of Next Meeting	Monday, 28 September 2020 at 11.00 a.m.

## Appendix 5

### Overview and Scrutiny Committee Decision Summary

Meeting: 28th September 2020

Agenda/Minutes: [Overview and Scrutiny Committee - 28 September 2020](#)

Chair: Cllr Lorna Dupré

#### Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies	Apologies were received from: Cllr Grenville Chamberlain (South Cambridgeshire County Council) substituted by Cllr Heather Williams; and Cllr Kevin Price (Cambridge City Council).
2.	Declarations of Interest	Cllr Ed Murphy declared an interest on item 6 (Wisbech Rail Project Update) due to work he has conducted on behalf of ASLEF in the rail sector.
3.	Minutes of the Previous Meeting	The minutes of the last meeting were agreed as an accurate record. The responses to the questions the Committee asked at the last CA Board meeting would be added as an appendix to the minutes on the Combined Authority meetings website.
4.	Public Questions	There were no public questions received.
5.	The Chair of the Independent Commission on Climate Change	Baroness of Brown of Cambridge was in attendance.  The Chair of the Commission highlighted the progress made by the Commission in its three meetings to date and confirmed the membership of the Commission. Members of the Committee asked questions of the Chair of the Commission.

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>An interim report from the Commission is scheduled for February 2021 with the final report with recommendations expected in the early summer of 2021.</p> <p>The Commission will have a web presence and a logo has been agreed.</p> <p>The Chair of the Commission stated she would be happy to return to the Committee when the interim report has been published.</p>
6.	Wisbech Rail Project Update	<p>The update was noted and it was suggested that a further update for the Committee would be available between November 2020 and January 2021 (to be confirmed).</p> <p>A link to the Network Rail consultation on Ely capacity area enhancements would be shared with Committee members.</p>
7.	CAM Metro Task and Finish Group Update	<p>The Chair of the Task and Finish Group was not in attendance at the meeting. Therefore, other Task and Finish Group members updated the Committee. There had been good progress on the work in the spring; however, the Task and Finish Group has had difficulty in obtaining data related to consultations that have taken place.</p> <p>There was an overall concern about transparency expressed and the publication of papers for the CA Board meeting on 30 September is the first time the Task and Finish Group has seen relevant documentation. It is hoped now documentation has been published the Task and Finish Group can make further progress and a meeting will be scheduled for early October with a report forthcoming to the next meeting of the Committee.</p>
8.	Combined Authority Board Agenda: Wednesday, 30 September	The following questions to the Board were agreed:

Item	Topic	Decision [None of the decisions below are key decisions]
		<p data-bbox="862 240 1921 320"><b>Item 1.6 Cambridgeshire and Peterborough Combined Authority Constitution</b></p> <p data-bbox="958 328 1921 432">What representations has the Combined Authority made to central government on the long-standing issue of the quoracy of Combined Authority Committees, and what has been the response?</p> <p data-bbox="958 440 1966 544">In line with the seven Nolan Principles of Public Life, is there a commitment for the Business Board to be more transparent and to hold meetings in public session?</p> <p data-bbox="862 552 1877 632"><b>Item 3.1 Cambridgeshire Autonomous Metro Special Purpose Vehicle Shareholder Agreement</b></p> <p data-bbox="958 639 1977 959">The Combined Authority Overview and Scrutiny Committee would wish to place on record its concerns about the transparency of the CAM Special Purpose Vehicle, and about the lack of timely access to information regarding the CAM scheme in general. Will the Combined Authority give the Committee the assurance that members of the Committee will be provided with information and access to officers in a timely manner, and that the Special Purpose Vehicle will operate openly and transparently? This would include the provision of exempt information to members of the Committee on a 'need-to-know' basis.</p> <p data-bbox="862 967 1458 1007"><b>Item 3.2 A10 Junctions and Dualling</b></p> <p data-bbox="958 1015 1977 1150">If the Department of Transport funding decision on dualling is negative will the whole £2m for the Outline Business Case still be required? And in that situation, would the Combined Authority proceed with a junctions-only option, and in what timescale?</p> <p data-bbox="862 1158 1839 1198"><b>Item 3.3 Market Towns Programme Investment Prospectus</b></p> <p data-bbox="958 1206 1977 1302">It appears that there is nothing in the proposals which affect Chatteris. Is this a timing issue and, if so, when is it envisaged that funding applications for Chatteris will be considered?</p>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p data-bbox="958 240 1906 347">Have there been any project proposals that when independently appraised did not reach the pass mark, and, if so, what were these proposals?</p> <p data-bbox="958 389 1966 533">Can the projects be economically justified in the current climate? What is the process for developing these applications? Who is involved and how can residents and local organisations be involved and contribute to the development of proposals?</p> <p data-bbox="864 574 1205 608"><b>Item 4.3 Bus Reform</b></p> <p data-bbox="958 619 1984 836">As with our question for Item 3.1, will the Combined Authority Board give an assurance of transparency to the Overview and Scrutiny Committee as this programme continues? The Committee has a Task and Finish Group which provided a series of recommendations last year and is committed to reporting back to the Committee at the end of this municipal year.</p> <p data-bbox="864 877 1155 911"><b>Items 5.1 and 5.2</b></p> <p data-bbox="958 922 1966 1023">How can it be ensured that there will be no duplication of work with that being undertaken by the Greater Cambridge Partnership on these measures?</p> <p data-bbox="958 1064 1966 1208">With that in mind will the Board commit to ensuring the most productive use of collaboration between the Combined Authority, the GCP, Cambridgeshire County and Peterborough City Councils, and district councils?</p> <p data-bbox="958 1249 1944 1318">Can the Combined Authority update the committee on the virement of resources to Covid-19 and its effectiveness?</p>



Item	Topic	Decision [None of the decisions below are key decisions]
9.	CPCA Project Register	<p>The Project Register was noted.</p> <p>Resolved:</p> <ul style="list-style-type: none"> <li>i) That future quarterly reports include an additional columns to indicate <ul style="list-style-type: none"> <li>a) expected end date of project ;</li> <li>b) the future dates detail of the project are going to Executive Committees or the CA Board; and</li> <li>c) a RAG rating indicating that project are proceeding as expected (or not).</li> </ul> </li> </ul>
10.	Lead Member Questions to Executive Committees	<p>Cllr Andy Coles confirmed the questions he was content with the answers to the questions he had provided to the last Skills Committee.</p> <p>It was agreed that a meeting of Lead Members, the Chair of the Committee and the Scrutiny Officer take place prior to the next round of Executive Committees in order to consider questions to those Committees. This meeting is proposed for 2 November at 10.00 a.m.</p>
11.	Combined Authority Forward Plan	The CA Forward Plan was noted
12.	Overview and Scrutiny Committee Work Programme	<p>The Work Programme was noted.</p> <p>Resolved:</p> <ul style="list-style-type: none"> <li>i) The next appearance by the Chair of the Independent Commission on Climate Change be initially scheduled for February 2021.</li> <li>ii) A further update on the CAM Metro Task and Finish Group will be presented to the October 2020 meeting of the Committee.</li> </ul>
13.	Date of Next Meeting	Monday, 26 October 2020 at 11.00 a.m. with a pre-meeting for Members at 10.00 a.m.

Appendix 6

## Cambridgeshire & Peterborough Combined Authority Board - Decision Summary

Meeting: 5th August 2020

Agenda/Minutes: [Cambridgeshire and Peterborough Combined Authority Board - 5th August 2020](#)

Item	Topic	Decision
Part 1 – Governance Items		
1.1	Announcements, Apologies and Declarations of Interest	<p>No apologies were received.</p> <p>Councillor Bailey made a declaration of interest in relation to Item 3.1: £100m Affordable Housing Programme Proposed Variations to Schemes that form investments from the £40m revolving fund in relation to loans to the East Cambridgeshire Trading Company, a wholly owned company of East Cambridgeshire District Council. he had taken advice from the Monitoring Officer and confirmed that it would be in order for her to remain in the meeting for consideration of this item and vote.</p> <p>Kim Sawyer, Chief Executive, made a declaration of interest in relation to Item 3.2: Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM). The Board was being recommended to appoint Ms Sawyer as one of three interim directors of the CAM Special Purpose Vehicle until the confirmed appointment of the members of the Board, following an external recruitment process. Ms Sawyer had taken advice from the Monitoring Officer and confirmed that it would be in order for her to present the report to the Board.</p>

		Councillor Holdich made a declaration of interest in relation to Item 5.1: University of Peterborough Full Business Case. He had taken advice from the Monitoring Officer and confirmed that it would be in order for him to remain in the meeting for consideration of this item and vote.
1.2	Minutes of the Combined Authority Board meeting 3 June 2020	The minutes of the meeting on 3 June 2020 were approved as an accurate record, subject to a minor amendment to minute 536: Complaints Policy.
1.3	Petitions	None received
1.4	Public Questions	One question was received from Mr Michael Page on Item 3.2: Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM) and one from Councillor Tim Wotherspoon on Phase 2 of the Non-Statutory Strategic Spatial Framework. The questions can be viewed in full at:  <a href="#">Public Questions</a>
1.5	Forward Plan	It was resolved to:  Approve the Forward Plan.
1.6	Membership of the Combined Authority Board and Committees 2020-21 - Update	The Board reviewed the membership of the Combined Authority Board, Executive Committees, Business Board, Overview & Scrutiny Committee and Audit & Governance Committee for the 2020/21 municipal year.  It was resolved to:  a) appoint the Members and substitute Members nominated by constituent councils to the Combined Authority Board, Executive Committees, Business Board, Overview & Scrutiny Committee and Audit & Governance Committee for the municipal year 2020/2021 (Appendix 1);

		<p>b) Note the named representative and substitute representative for each organisation as set out in the report.</p>
1.7	Registered Office Change - Cambridgeshire and Peterborough Combined Authority Companies	<p>The Board considered a report informing them of the recent change to the registered office of the Combined Authority and its companies.</p> <p>It was resolved to:</p> <p>Note the change of the registered office of the Cambridgeshire and Peterborough Combined Authority and its subsidiary companies.</p>
1.8	Annual Report of the Chair of Audit and Governance 2019-20	<p>The Board reviewed the Audit and Governance Committee Annual Report for 2019/20</p> <p>It was resolved to:</p> <p>Note the Annual Report of the Chair of Audit and Governance Committee for 2019/20 (Appendix 1) and provide any feedback to the Committee.</p>

1.9	Overview and Scrutiny Committee Annual Report 2019-20	<p>The Board reviewed the Overview and Scrutiny Committee Annual Report for 2019/20</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the Annual Report of the Chair of the Overview and Scrutiny Audit and Governance Committee for 2019/20 (Appendix 1) and provide any feedback to the Committee.</li> <li>b) Consider the recommendations of the Bus Review Task &amp; Finish Group approved by the Overview &amp; Scrutiny Committee at its meeting on 24 April 2020 and provide a response within two months of receipts of the these recommendations as per the Constitution of the Combined Authority. The response should indicate what (if any) action the Combined Authority or the Mayor proposes to take and publish such response.</li> <li>c) Note the recommendations of the CAM Task &amp; Finish Group to the Overview &amp; Scrutiny Committee.</li> </ul>
<b>Part 2 – Finance</b>		
2.1	Budget Monitor Update	<p>The Board considered a report providing an updated budget position for 2020-21.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the revised budget for the 2020-21 financial year.</li> <li>b) Note the reduction in expected costs for the Garden Villages project in 2020-21 per paragraph 3.7.</li> </ul>



### Part 3 - Combined Authority Decisions

3.1 £100m Affordable Housing Programme Proposed Variations to Schemes that form investments from the £40m revolving fund

The Board considered a report seeking approval to restructure the profile of the five loans already agreed from the £40m revolving fund.

It was resolved to:

Approve variations to schemes that form investment from the £40m revolving fund, specifically approval of changes to the terms and conditions of pre-existing loans in response to the impacts of COVID 19 as shown in a) to d) below;

a) Approve extensions to the duration of the existing facility agreements with Laragh Homes and The East Cambridgeshire Trading Company as shown in the table below:

Scheme Name	Borrower	Proposed extension to facility agreement in months
Haddenham CLT (Loan)	ECTC	24
Ely MOD Site (Loan)	ECTC	20
Alexander House Ely (Loan)	Laragh Developments	4
Linton Road, Great Abingdon (Loan)	Laragh Developments	6
Histon Road (Loan)	Laragh Developments	7

b) Approve the grant of interest free periods with Laragh Homes and The East Cambridgeshire trading company as shown in the table below:

Scheme Name	Provider / Lead Partner	Interest free period in months	Starting from
Haddenham CLT (Loan)	ECTC	24	01/04/2020
Ely MOD Site (L, Cambridge loan)	ECTC	6	01/08/2020
Alexander House Ely (Loan)	Laragh Developments	2	01/08/2020
Linton Road, Great Abingdon (Loan)	Laragh Developments	3	01/08/2020
Histon Road, Cambridge (Loan)	Laragh Developments	5	01/08/2020

- c) Interest free periods referred in b) above will be subject to a 'clawback' provision. Upon a final project reconciliation between the borrower and CPCA, the interest forgone through the interest free period will be recovered on a sliding scale if at the end of the project the actual profit is above the revised profit now being forecast for each project as a result of the Covid-19 impact.
- d) Increase the permitted number of drawdowns in each facility agreement to reflect the longer term of each loan facility.
- e) The Director of Housing and Development to be given authority to document the variations to the facility agreements as outlined in a)- d)



		<p>above and undertake the end of project reconciliation/s assessing the potential recovery of the benefit of the interest free period against final project profit outcome for each project.</p>
3.2	<p>Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM)</p>	<p>The Board considered a report outlining the proposal for a corporate special purpose vehicle which would act as a lead entity in the further development of the CAM Programme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the incorporation of the CAM SPV.</li> <li>b) Appoint the following interim directors until the confirmed appointment of the members of the Board, following an external recruitment process: <ul style="list-style-type: none"> <li>Kim Sawyer, Chief Executive</li> <li>John Hill, Chief Executive</li> <li>Jon Alsop, Chief Finance Officer</li> </ul> </li> <li>c) Approve the company Articles.</li> <li>d) Approve the proposed process for recruitment of the Board members, at Appendix 7, and note the expected levels of remuneration as set out in paragraph 6.9.</li> <li>e) Note the corporate support to be provided by the CPCA to the SPV.</li> <li>f) Approve the Mayor as representative of the CPCA as non-voting shareholder director to attend the interim and substantive Board.</li> <li>g) Note and approve the proposed governance structures and committees of the CAM SPV at Appendix 4.</li> </ul>

		<p>h) Approve the draft initial Business Plan in the confidential Appendix 6, and request that a further report be brought back to the September meeting of the Combined Authority Board seeking approval for:</p> <ul style="list-style-type: none"> <li>a. The initial Business Plan</li> <li>b. The initial equity investment</li> <li>c. The proposed board members and chair</li> <li>d. The Shareholder and SPV Agreement</li> </ul> <p>i) Note and approve the mobilisation expenditure and approve the drawdown of £1,400,000 from the Medium-Term Revenue Financial Plan to progress the consultancy work set out in section 5.</p> <p>j) To approve the £1m Equity Investment in the CAM SPV from Capital Gainshare as set out in the Medium Term Financial Plan.</p> <p>k) Subject to the approval of the Local Growth Fund application for £1m, to approve the use this to take an equity subscription of shares in the CAM SPV.</p>
3.3	A10 Junctions and Dualling	<p>The Board considered a report seeking approval for the Strategic Outline Business Case for dualling the A10 between Cambridge and Ely and upgrading junctions on that section of the route.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the Strategic Outline Business Case and agree in principle to proceed to Outline Business Case, subject to the outcome of funding discussions with the Department for Transport;</li> </ul>

		<p>b) Note the views of residents and businesses in response to the Virtual Public Exhibition.</p>
3.4	A141 Huntingdon Capacity Study and Third River Crossing	<p>The Board considered a report summarising the outcome of the A141 and Huntingdon Third River Crossing study.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the outcomes of the A141 and Huntingdon Third River Crossing Study.</li> <li>b) Approve the drawdown of budget of £350,000 for undertaking a Strategic Outline Business Case for the A141.</li> <li>c) Approve the drawdown of budget of £500,000 from the Subject to Approval budget within the Medium-term Financial Plan for undertaking a Strategic Outline Business Case and further develop a package of Quick Wins.</li> </ul>
3.5	Market Towns Programme - Approval of Masterplans for East Cambridgeshire (Ely, Soham and Littleport)	<p>The Board considered a report seeking approval for the East Cambridgeshire Market Town Masterplan Action Plans produced for Ely, Soham and Littleport.</p> <p>It was resolved to:</p> <p>Approve the East Cambridgeshire Market Town Masterplan Action Plans produced for Ely, Soham, and Littleport.</p>
3.6	Ox-Cam Arc Representation	<p>The Board considered a report presenting proposals for the Combined Authority's representation on the governance groups of the Oxford to Cambridge Arc (Ox-Cam).</p> <p>It was resolved to:</p>

		<p>a) Note the Combined Authority's status as the Arc Growth Board for Cambridgeshire and Peterborough.</p> <p>b) To nominate the Leaders and substitutes listed at paragraph 4.2 to the Arc Leadership Executive:</p> <ul style="list-style-type: none"> <li>• The Mayor</li> <li>• Leader of Cambridgeshire County Council (substitute Cllr Roger Hickford)</li> <li>• Leader of South Cambridgeshire District Council (substitute Cllr Lewis Herbert)</li> </ul>
<p>By Recommendation to the Combined Authority</p> <p>Part 4 – Transport and Infrastructure Committee Recommendations to the Combined Authority Board</p>		
4.1	A1260 Junction 15 Transport Study - Outcomes of Outline Business Case	<p>The Board considered a report seeking approval to proceed with producing the Full Business Case and detailed design for the A1260 Junction 15 project.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Approve for the drawdown of £470,000 from the Medium-Term Financial Plan to produce the Full Business Case and detailed design.</p>
4.2	A1260 Junction 32 33 Transport Study - Outcomes of the Outline Business Case	<p>The Board considered a report seeking approval to proceed with producing the Full Business Case and detailed design for the A1260 Junction 32-33 project.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Approve the drawdown of £500,000, from the Medium-Term Financial Plan to produce the Full Business Case and detailed design.</p>

4.3	March Area Transport Strategy Progress Report	<p>The Board considered a report requesting approval to commence the Outline Business Case and preliminary design.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve commencement of the Outline Business Case and preliminary design.</li> <li>b) Approve the drawdown of £1.0m for production of the Outline Business Case and preliminary design.</li> </ul>
<p>By Recommendation to the Combined Authority</p> <p>Part 5 – Skills Committee Recommendations to the Combined Authority Board</p>		
5.1	University of Peterborough Full Business Case	<p>The Board considered a report requesting approval for the adoption of the Full Business Case to mobilise the creation of Phase 1 of the new University of Peterborough Project.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve and adopt the Full Business Case to mobilise the creation of Phase 1 of the new University of Peterborough project.</li> <li>b) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, the Monitoring Officer and the Chief Financial Officer (Section 73), to develop the following key documents for the Special Purpose Joint Vehicle: <ul style="list-style-type: none"> <li>1) Prop Co Articles of Association.</li> <li>2) Collaboration Agreement.</li> </ul> </li> </ul>

		<p>3) Cambridgeshire and Peterborough Combined Authority Services Agreement.</p> <p>4) Shareholder's agreement.</p>
5.2	Integrated Economic, Business and Skills Insight Programme	<p>The Board considered a report recommending to resource the commissioning exercise through existing MTFP budgets and seek authorisation to consolidate these.</p> <p>It was resolved to:</p> <p>a) Approve the consolidation of the Small and Medium Sized Enterprises (SME) Observatory budget and the Local Growth Fund (LGF) Top Slice and Department for Business, Energy and Industrial Strategy Support Funding as detailed in Table 1, to resource the commissioning.</p> <p>b) Approve the consolidation of the Adult Education Budget Programme costs, National Retraining scheme and Apprenticeships as detailed in Table 2, to resource the commissioning.</p>
5.3	Careers and Enterprise Company Review	<p>The Board considered a report providing an annual review of the decisions made by the Combined Authority Board on 29<sup>th</sup> May 2019 to retain the Careers and Enterprise Company contract that was due to be terminated on 31 March 2019.</p> <p>It was resolved to:</p> <p>Note the Annual Review report.</p>
5.4	Growth Company Corporate Governance	<p>The Board considered a report seeking approval of the corporate governance arrangements for the Growth Company (Growth Co).</p> <p>It was resolved to:</p>

		<ul style="list-style-type: none"> <li>a) Approve the business case in Appendix 1.</li> <li>b) Approve the business plan in Appendix 2.</li> <li>c) Approve the composition of Growth Co Board of Directors to include an independent director.</li> <li>d) Delegate authority to the Director of Business and Skills to approve the appointment of the Independent Director for the Growth Co, following an open and transparent recruitment process.</li> <li>e) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, the Section 73 Officer and the Monitoring Officer, to develop the necessary legal documentation for the Growth Co.</li> <li>f) Approve the execution of the deed adherence and accession, contained within the shareholder agreement for Angle Holdings Ltd.</li> </ul>
<p>By Recommendation to the Combined Authority</p> <p>Part 6 – Business Board Recommendations to the Combined Authority Board</p>		
6.1	Accelerated 2021 Local Growth Funding Allocated to the Cambridgeshire and Peterborough Combined Authority Business Board	<p>The Board considered a report providing more information on the Accelerated 2021 Local Growth Funding allocated to the Cambridgeshire and Peterborough Combined Authority Business Board.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the Mayoral Decision on 15 July 2020, on the recommendation of the Business Board, to formally accept the allocation of £14.6million</li> </ul>

		<p>accelerated Local Growth Funding from the Cities and Local Government Unit on behalf of the Combined Authority;</p> <p>b) Note the plan to deploy the awarded accelerated Local Growth Funding to the Business Board's No1 ranked priority project: Greater Peterborough Innovation Ecosystem, subject to it successfully completing the Local Assurance Framework application process including ratification by the Combined Authority Board.</p>
6.2	Growth Deal Project Proposals July 2020	<p>The Board considered a report requesting approval for the applications that had been submitted for the remainder of the Local Growth Fund.</p> <p>It was resolved to:</p> <p>a) Approve funding for the project numbered 1, in table 2.11 based on the project achieving the highest scoring criteria and external evaluation recommendation.</p> <p>b) Approve a revised grant funding offer of £2,500,000, for the project numbered 2 in table 2.11 based on the project achieving the second highest scoring criteria and external evaluation recommendation.</p> <p>c) Decline project numbered 3 in table 2.11 based on the scoring criteria and this being the lowest scoring project.</p>
6.3	Local Growth Fund Programme Management July 2020	<p>The Board considered a report providing an update on the Local Growth Fund programme's performance since April 2015.</p> <p>It was resolved to:</p> <p>a) Note all of the programme updates contained in the report to the Business Board on 27 July 2020.</p>



		b) Approve the change request for the Wisbech Access Strategy Project.
6.4	Eastern Agri-Tech Growth Initiative Funding Review - July 2020	<p>The Board considered a report requesting approval for a change in the criteria for the Eastern Agri-Tech Growth Initiative scheme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve a change in the criteria for the Eastern Agri-Tech Growth Initiative scheme, raising the grant intervention rate from 25% to 50% on the Growth Grant part of the scheme.</li> <li>b) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, to make any further changes in criteria or operation of the scheme to ensure all funds are awarded by end of March 2021.</li> </ul>

Appendix 7

## Cambridgeshire & Peterborough Combined Authority Board - Decision Summary

Meeting: 30th September 2020

Agenda/Minutes: [Cambridgeshire and Peterborough Combined Authority Board - 30th September 2020](#)

Part 1 – Governance Items		
1.1	Announcements, Apologies and Declarations of Interest	<p>Apologies were received from Councillor Ray Bisby, Acting Police and Crime Commissioner and Jessica Bawden, Director of Primary Care at the Cambridgeshire and Peterborough Clinical Commissioning Group.</p> <p>Councillor Smith declared an interest in Item 1.6: Cambridgeshire and Peterborough Combined Authority Constitution as a member of the Local Government Association’s Executive Board in relation to the LGA’s model Code of Conduct and Constitution.</p>
1.2	Minutes of the Combined Authority Board meeting 5 August 2020	The minutes of the meeting on 5 August 2020 were approved as an accurate record, subject to clarification of Councillor Bailey’s comments in relation to Item 3.3: A10 Junctions and Dualling.
1.3	Petitions	None received
1.4	Public Questions	None received
1.5	Forward Plan	It was resolved to approve the Forward Plan.
1.6	Cambridgeshire and Peterborough Combined Authority Constitution	<p>It was resolved to:</p> <p>a) approve, and adopt the revisions to the Constitution detailed in this report with effect from 1 November 2020, subject to the following change:</p>

That the proposed Officer Employment Procedure Rules be amended so as to:

(1) Delete paragraphs 3.2, 3.3 and 3.4

~~3.2 Where it is proposed to appoint a Monitoring Officer, Section 73 Officer (Chief Finance Officer) or Chief Officer on an interim basis and such an appointment is to last for a period of less than nine months pending the appointment of a permanent Monitoring Officer, Section 73 Officer (Chief Finance Officer) or Chief Officer, the Chief Executive will make all necessary arrangements in connection with the appointment subject to the designation of any officer as the Monitoring Officer or Section 73 Officer on an interim basis being reserved to the Combined Authority Board.~~

~~3.3 Where it is proposed to appoint a Head of Paid Service [Chief Executive] on an interim basis and such an appointment is to last for a period of less than nine months pending the appointment of a permanent Head of Paid Service, the Mayor will make all necessary arrangements in connection with the appointment subject to an such appointment being reported to the next meeting of the Combined Authority Board for ratification. No appointment of an Interim Head of Paid Service shall take effect until it has been ratified by the Combined Authority Board.~~

~~3.4 Where it is proposed to appoint a Head of Paid Service (Chief Executive), Monitoring Officer, Section 73 Officer (Chief Finance Officer) or Chief Officer on an interim basis and such an appointment is to last for a period of more than nine months or such an appointment was originally made under paragraphs 3.2 or 3.3 above~~

		<p>but is to extend beyond nine months, the Employment Committee will make all necessary arrangements in connection with the appointment or the extension of the appointment as the case may be. Any such decision as to the appointment or the extension of the appointment of an interim Head of Paid Service (Chief Executive), Monitoring Officer or Section 73 Officer (Chief Finance Officer) shall be by way of recommendation to the Combined Authority Board.</p> <p>(2) Insert new paragraph 3.2:</p> <p>3.2 Where it is necessary to appoint an interim Head of Paid Service [Chief Executive], Monitoring Officer, or Section 73 Officer [Chief Finance Officer] on an urgent basis that appointment shall be made by the Employment Committee.</p> <p>(3) Renumber section 3 accordingly.</p> <p>(b) authorise the Monitoring Officer to update the Constitution with the recommended revisions and to make any consequential amendments.</p>
1.7	Business Plan Update	It was resolved to approve the 2020/21 Business Plan mid-year update.
1.8	Performance Report	It was resolved to note the September Delivery Dashboard.

## Part 2 – Finance

2.1	Budget Monitor Report September 2020	<p>It was resolved to:</p> <p>a) note the updated financial position of the Combined Authority for the year.</p>
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		b) approve the 2020-21 'subject to approval' budget of £1,040k for the Digital Connectivity Infrastructure Programme, in line with the Business Case presented in March 2018.
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### Part 3 – Combined Authority Decisions

3.1	Cambridgeshire Autonomous Metro Special Purpose Vehicle Shareholder Agreement	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Agree to enter into a Shareholder and SPV Agreement on the Heads of Terms accompanying this report.</li> <li>b) Approve the appointment of Lord Robert Mair as Chair of the SPV.</li> <li>c) Agree the annual remuneration for the role of Chair as £80,000.</li> <li>d) Agree to enter into a Service Level Agreement between the Combined Authority and SPV, to provide the SPV with operational resources and support.</li> <li>e) Approve the drawdown of £2,706,905 for the Delivery and Strategy Writing and a further £1,516,823 for Client Side Advisory from the Medium Term Financial Plan.</li> </ul>
3.2	A10 Dualling and Junctions	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note progress since the August board report;</li> <li>b) Approve the release of the capital budget of £2 million allocated as “subject to approval” within the MTFP;</li> <li>c) Delegate authority to the Director of Delivery and Strategy, in consultation with the Chair of the Transport and Infrastructure Committee, to develop and</li> </ul>

### Part 3 – Combined Authority Decisions

		procure OBC stage suppliers following a Major Route Network (MRN)/ Large Local Majors (LLM) funding decision by Department for Transport (DfT).
3.3	Market Towns Programme Investment Prospectus: Approval of the First Tranche of Recommended Projects	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>• Approve the first tranche of project proposals received for Huntingdonshire and Fenland under the Market Towns Programme Investment Prospectus.</li> </ul>

By recommendation to the Combined Authority Board

### Part 4 – Transport and Infrastructure Committee Recommendations to the Combined Authority Board

4.1	CAM Outline business Case Non-Statutory Consultation (Central Tunnel Section) Summary Report	It was resolved to note the findings of the summary report.
4.2	Response to England’s Economic Heartlands Transport Strategy Consultation	<p>It was resolved to:</p> <p>Approve the public consultation response to the England Economic Heartland’s (EEH) Transport Strategy and proposal for a sub-national transport body.</p>
4.3	Bus Reform	<p>It was resolved to:</p> <p>Approve the remaining £1.2 million budget provision set out in the Medium Term Financial Plan, to be used to fund short-term innovation trials to inform subsequent reform proposals, and to delegate the detailed allocation of the</p>

## Part 4 – Transport and Infrastructure Committee Recommendations to the Combined Authority Board

budget to trials to the Director of Delivery and Strategy in consultation with the Chair of the Committee, subject to reporting the detail back to future Transport and Infrastructure Committee meetings.

## Part 5 – Skills Committee Recommendations to the Combined Authority Board

5.1	Sector-Based Work Academy and High Value Courses	<p>It was resolved to:</p> <p>(a) Allocate the £486,297, once received, from the Department for Education (DfE) to the Adult Education Budget (AEB).</p> <p>(b) Delegate authority to the Skills Committee for the spend allocation of the £486,297 including:</p> <ul style="list-style-type: none"> <li>• the spend of the funding of £241,361 across the 20/21 and 21/22 financial years for the creation of sector-based work academies</li> <li>• the spend of funding of £244,936 to offer an enhanced one-year classroom based course for those students who have left school or college with no job, apprenticeship, placement, university or course to go to across the 20/21 and 21/22 financial years</li> <li>• the spend on Sector-Based Work Academies and High Value Courses</li> </ul>
5.2	Business Growth Service Full Business Case	<p>It was resolved to:</p>

		<ul style="list-style-type: none"><li>a) Approve and adopt the Full Business Case (FBC) to mobilise the delivery of the Business Growth Service.</li><li>b) Agree that the conditions for FBC approval set at Outline Business Case have been met, specifically:<ul style="list-style-type: none"><li>i. Confirmation of EU funding, and the conditions set out in item 4.2 for contracting only upon further correspondence from the Ministry of Housing, Communities and Local Government.</li><li>ii. Appointment of a delivery partner</li><li>iii. Submission of 3-year cash flow forecast; monthly for year 1 and annual thereafter.</li><li>iv. Contact / Involvement of HMRC to upskill Growth Hub staff</li><li>v. Discussions with local authority partners on availability of in-kind support via use of local authority office space, provision of secretariat and officer time</li><li>vi. Submission of an independent state aid report covering:<ul style="list-style-type: none"><li>i. ESF and ERDF application and utilisation;</li><li>ii. allocation of £2.335m of the authority's revenue budget to Growth Service Management Company Ltd;</li><li>iii. Management of Capital Growth Fund</li></ul></li><li>vii. Submission of Sustainability and Environmental policy for the Growth Service Management Company Ltd</li></ul></li></ul>
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		<p>viii. Submission of evidence to support the claim of delivering 2.8 new jobs per firm receiving supported in-depth coaching</p> <p>(c) Agree that additional conditions, to be considered post-Covid-19, have been met, specifically:</p> <p>ix. That the Service has been appropriately adapted to support the Local Covid-19 Economic Recovery Strategy</p> <p>x. That the impacts of Covid-19 on contributing funding from Enterprise Zone, business rates receipts, have been appropriately considered.</p> <p>(d) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, the Monitoring Officer and the Chief Financial Officer (Section 73), to contract the preferred bidder to commence the Service during October 2020.</p>
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Part 6 – Business Board Recommendations to the Combined Authority Board

Part 6 – Business Board Recommendations to the Combined Authority Board		
6.1	Local Growth Fund Programme Management September 2020	<p>It was resolved to:</p> <p>(a) Approve the project change request for the Photocentric Local Growth Fund project;</p> <p>(b) Note the programme updates contained in the report to the Business Board meeting on 15 September 2020;</p> <p>(c) Note the funding position and forecast for Local Growth Fund Projects in delivery.</p>

## Part 6 – Business Board Recommendations to the Combined Authority Board

6.2	Growth Deal Project Proposals September 2020	It was resolved to:  (a) Approve funding for the project ranked 1 (Peterborough City Centre project) in table 2.9 of the report to the Business Board based on the project scoring criteria and external evaluation recommendation; and  (b) Decline approval of funding at this time for the project ranked 2 (Cambridge Market Place Project) in the table at 2.9 of the report to the Business Board based on the project not meeting the scoring criteria.
6.3	Covid-19 Economic Recovery Strategy	It was resolved to:  (a) approve the first draft of the Local Economic Recovery Strategy (LERS) for Cambridgeshire & Peterborough.  (b) Note that the final draft of the Economic Recovery Strategy (LERS) for Cambridgeshire & Peterborough will be brought back in November 2020 for final approval.
6.4	Covid-19 Evidence Base and Insight Report	This report was withdrawn.