



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
28 January 2022
Councillor Tony Mason

Overview and Scrutiny Committee
24 January 2022
Councillor Judith Rippeth
Councillor Aidan Van de Weyer

Combined Authority Board
26 January 2022
Councillor Bridget Smith

The above meetings have taken place in January 2022.

Audit and Governance Committee – 28th January 2022

The Audit and Governance Committee met on 28th January 2022; the decision summary is attached as Appendix 1.

Overview and Scrutiny Committee – 24th January 2022

The Overview and Scrutiny Committee met on 24th January 2022; the decision summary is attached as Appendix 2.

Combined Authority Board – 26th January 2022

The Combined Authority Board met on 26th January 2022; 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: 28 January 2022

Agenda/Minutes: [Audit and Governance Committee – 28 January 2022](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1	Apologies and Declarations of Interests	Apologies were received from Cllr Ian Benney, substituted by Cllr Jan French. No disclosable interests were declared.
2	Chair's Announcements	The Chair made the following announcements:
3	Minutes of the Previous Meeting and Action Notes	The minutes from the meeting held on 17 th December 2021 were agreed as a correct record. Nick Sweeney, Residential Development Manager was in attendance (via zoom) to provide a verbal update on an outstanding action regarding the Housing risks on the Corporate register. The Actions from the previous meeting were noted.
4	Combined Authority Update	The Committee received a verbal update from the Chief Executive Officer for the Combined Authority, Eileen Milner.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
5	Internal Audit	<p>The Committee received the report from the Internal Auditor, Dan Harris (RSM) which provided an update on the progress being made against the internal audit plan for 2021/22.</p> <p>The Committee noted the progress report.</p>
6	Review of Governance and Ways of Working	<p>The Committee received the report from the Interim Head of Governance which provided the Committee with an overview of the purpose of the review of governance and ways of working at the Combined Authority and the evidence being gathered to inform the review.</p> <p>The Committee noted the report and requested that a further update be brought to this Committee at the March meeting.</p>
7	Financial Strategies	<p>The Committee received the report from the Senior technical Accountant which requested that the Audit and Governance Committee review the proposed Capital, Investment and Treasury Management Strategies and MRP Statement for 2022/23</p> <p>The Committee noted the report.</p>
8	Trading Companies	<p>The Committee received the report from the Monitoring Officer which provided the Committee with an update to the draft terms of reference in relation to the review and assessment of the Combined Authority's trading companies in line with the statutory powers invested in the Committee.</p> <p>With six votes for and one abstention the Committee approved the terms of reference of the Committee in relation to the Combined Authority trading companies.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
9	Work Programme	<p>The Committee received and noted the work programme with the below additions being agreed.</p> <p>The Committee requested that as part of the risk register report for the next meeting that further detail on the Covid impact be provided.</p> <p>The Chair requested that the standard items that were due to come to the Committee at future meetings be added into the work programme.</p> <p>The upcoming development session where the committee would undertake a self-assessment exercise would be held virtually with potential dates to be circulated to members.</p> <p>The Annual report for the Committee should be brought to the March meeting for the member to review before being presented at the AGM for the CA Board in June.</p>
10	Date of next meeting	<p>The Committee would next meet on Friday, 11 March 2022 at 10:00</p> <p>Venue to be confirmed.</p>

Overview and Scrutiny Committee Decision Summary

Meeting: 24 January 2022

Agenda/Minutes: [Overview and Scrutiny Committee – 24 January 2022](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
1.	Apologies	No apologies received.
2.	Declarations of Interest	No declaration of interests were made.
3.	Minutes of the Previous Meeting	The minutes of the last meeting were agreed as an accurate record.
4.	Public Questions	None received.
5.	Chair of Transport and Infrastructure in attendance.	<p>Mayor Nik Johnson was in attendance (via zoom) in his capacity as the Chair for the Transport and Infrastructure Committee. Director for Transport, Rowland Potter was also in attendance.</p> <p>The Committee had been invited to submit questions prior to the meeting for the Chair of Transport; the O&S Chair invited those members who had submitted questions to read their questions and receive the written response and ask further supplementary questions.</p> <p>An additional question on e-scooters was also allowed.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		Full list of questions and responses are attached as an appendix to the minutes.
6.	Draft Sustainable Growth Ambition Statement and 2022/23 Draft Budget and Medium-term Financial Plan (MTFP) 2022 to 2026	<p>The Committee received the report from the Chief Finance Officer and the Director for Delivery and Strategy which provided the Overview and Scrutiny Committee with an update to the consultation of the draft Sustainable Growth Ambition Statement and the draft 2022-23 Budget and Medium-Term Financial Plan (MTFP) and also provided the Committee with responses to questions asked and comments made on the draft SGAS and budget/MTFP by members of the Overview and Scrutiny Committee at their consultation meeting of 13 December 2021</p> <p>In response to a question on the 500k housing team and its current reduced role; officers advised this was being looked at and a response including a timeframe would be provided to the Committee.</p> <p>The Chair requested some clarity on whether there would be a second consultation on the MTFP given the lack of detail provided and officers agreed to check with the legal team and provide a response, but it would likely be for the CA Board to decide whether a further consultation was required.</p> <p>The Committee noted the reports and response provided.</p>
7.	Accommodation Strategy	<p>The Committee received the report from the Residential Development Manager which informed the Overview and Scrutiny Committee that Combined Authority Leaders approved a strategy and process for identifying and securing office accommodation on 8th December 2021.</p> <p>The Committee requested that a further update be provided at a future meeting.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		The Committee thanked the officers and noted the report.
8.	Combined Authority Forward Plan	<p>The Forward Plan was noted.</p> <p>Cllr Coles and Cllr Miscandlon as the Lead Members for Skills advised that they had asked 11 questions at the Skills Committee held earlier that month and they would circulate these once available.</p> <p>Cllr Coles suggested that he take on the Rapporteur role to consider Community Learning and would provide a scoping document at the next meeting.</p> <p>Cllr Van De Weyer as the Lead Member for Housing advised that there would be a consideration of the purpose and function for the Combined Authority Housing activities and that this should be considered at the March meeting to enable this to be fed into the CA Board item.</p> <p>Cllr Atkins as Lead Member for Climate Change advised that the CA Board would be the Climate Change Strategy at their meeting in March and that the Committee should add this to their work programme.</p> <p>Cllr Dew as Lead Member for the Business Board advised that there was good ongoing work in relation to the University of Peterborough and that the Business Board had appointed two new Board members.</p>
9.	CA Board Agenda	No questions were submitted for the CA Board.
10.	Work Programme	The Committee received the report which requested that members discuss and agree items for the work programme.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>The Committee agreed to not hold the reserve meeting in February.</p> <p>The Committee noted the work programme.</p>
11.	Date and Time of Next Meeting	The next meeting of the Committee is on Monday, 26 th March at 11:00 at Sand Martin House.

Combined Authority Board Decision Summary

Meeting: 26 January 2022

Agenda/Minutes: Combined Authority Board - 26 January 2022

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Combined Authority Board Decision Summary

Meeting: Wednesday 26 January 2022

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

Apologies were received from Councillor Anna Bailey, substituted by Councillor Josh Schumann; Councillor Edna Murphy – Fire Authority; Darryl Preston- Police and Crime Commissioner; and Jan Thomas – Clinical Commissioning Group.

The following declarations of interest were made:

Item 1.4 - Public Questions: Mayor Dr Nik Johnson, as a resident of Gransden Parish and Councillor Bridget Smith as district councillor for Gamlingay.

Item 3.4 – Market Towns Programme: Approval of Recommended Projects (Funding Call 7) – Councillor Josh Schumann as a Trustee of Viva Arts. Having taken the advice of the Monitoring Officer, Councillor Schumann spoke on this item but abstained from voting.

Item 4.1 – Local Transport and Connectivity Plan Update: Councillor Boden declared an interest as a Trustee of the community transport body which delivered the Route 68 bus service in Wisbech.

Various reports: Mr Austen Adams as a Director of Metalcraft Ltd and a shareholder in the company.

1.2 Minutes of the Combined Authority Board meeting on 24 November 2021 and Action Log

The minutes of the meeting on 24 November 2021 were approved as an accurate record and signed by the Mayor.

The action log was noted.

1.3 Petitions

No petitions were received.

1.4 Public Questions

Two public questions were received. The first was from Gamlingay Parish Council and a copy of that question and response (when published) can be viewed [here](#). The second was received too late to be considered and will receive a written response.

Part 2 – Finance

2.1 Budget Monitor Update – January 2022

It was resolved to:

- a) Note the financial position of the Combined Authority for the year to date.
- b) Note the completion, and clean audit opinion, of the 2020-21 accounts of the Combined Authority, and its subsidiaries.

- c) Approve the Combined Authority's continued use of the PSAA to appoint the suppliers of External Audit services for 5 financial years beginning 1st April 2023. (c£44k p.a. for 5 years). d) Note the increase in the ICT External Support budget per ODN 324- 2022

2.2 Sustainable Growth Ambition Statement, 2022/23 Budget and Medium-Term Financial Plan 2022 to 2026

It was resolved to:

- a) ~~Adopt the Sustainable Growth Ambition Statement (WITHDRAWN)~~
- b) Approve the revenue budget for 2022/23 and the Medium-Term Financial Plan 2022/23 to 2025/26.
- c) Approve the Capital Programme 2022/23 to 2025/26 d) Note the Section 73 Officer's statutory Section 25 statement
- d) Note the Section 73 Officer's statutory Section 25 statement.

2.3 Mayor's Budget 2022-23

It was resolved to:

Approve the Mayor's draft budget for 2022-23

Part 3 – Combined Authority Decisions

3.1 Allocation of Additional Home to School Transport Funds - Academic Year 2021-22

It was resolved to:

Allocate the balance of Additional Home to School Transport grants in line with the audited expenditure figures of each Authority below:

Cambridgeshire County Council: £344,211
Peterborough City Council: £208,340
Cambridgeshire and Peterborough Combined Authority: £50,522

subject to funding confirmation from the Department for Education.

3.2 Transport Levy 2022-23

It was resolved to:

- a) Approve the amount and apportionment of the Transport Levy for the 2022-23 financial year as set out below:

Total Levy: £13,229,793

- i. Peterborough City Council: £3,544,817
- ii. Cambridgeshire County Council: £9,684,976

3.3 Market Towns Programme - Reprofile of Budget

It was resolved to:

Approve the reprofile of the Market Town Budgets set out in paragraph 2.3 of the report.

3.4 Market Towns Programme – Approval of Recommended Projects (Funding Call 7)

It was resolved to:

Approve project proposals received under Market Towns Programme received from East Cambridgeshire District Council for the town of Soham to the sum of £470,000.

3.5 Greater South-East Energy Hub - Mobilisation of Schemes and Reprofiting of Budget

It was resolved to:

1.
 - a) Approve the creation of budget lines as set out in 8.1 to deliver the services set out in the MoU for the £118,389,025 Sustainable Warmth programme.
 - b) Delegate Authority to the Chief Executive, in consultation with the Chief Finance Officer and Monitoring Officer, to enter into contracts for Managing Agent(s), works or other, as required, to expend the funding for the Sustainable Warmth programme, as set out in 3.9
2.
 - a) Note the ongoing work with BEIS to produce a recovery plan for the Green Homes Grant (LAD 2 programme)
 - b) Approve the formation of the CPCA Programme Board for the Energy Hub programme.
 - c) Delegate authority to the Chief Executive and Monitoring Officer to approve the Terms of Reference for the CPCA Programme Board by 31st January 2022.
3. In line with the LAD2 variation letter received from BEIS, approve the corresponding reprofiling of the LAD2 and Public Sector Decarbonisation Fund budgets.
4.
 - a) Approve the creation and amendment of budget lines as set out in 5.1 (a to d) to deliver the services set out in the seventh variation to the Local Energy Capacity Support MoU for c.£2,164,358 and Social Housing Decarbonisation Fund – Technical Assistance Facility Online Hub MoU as detailed in 5.1(e) for £150,000.
 - b) To award a grant of £1.5m to The London Borough of Hounslow Council as Lead Authority for the Net Zero Investment Design & Scoping Programme.

- c) Delegate authority to the Chief Executive, in consultation with the Chief Finance Officer and Monitoring Officer, to enter into agreements and approve the budgets corresponding to the BEIS funding agreements.

3.6 Progress Against Devolution Deal Commitments

It was resolved to:

- a) Note the Devolution Deal Report from Overview and Scrutiny Committee in Appendix 1.
- b) Note the reporting on Devolution Deal progress in its new format, which reflects the Overview and Scrutiny Committee's comments, as set out in Appendix 2.

3.7 Affordable Housing Scheme - Proposed Variation to Loan Relating to Former Alexander House, Ely

It was resolved to:

- a) Approve the extension of the maturity of the existing £4.84m Loan Facility with Laragh Homes from 25 months (7th February 2022) to 28 months (7th May 2022).
- b) Increase the number of potential monthly drawdowns against the facility from 25 to 28.
- c) To agree that the rate of interest to be applied to the loan from 7th February 2022 will be 6% over base, until the loan is fully repaid.

By recommendation to the Combined Authority Board

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

4.1 Local Transport and Connectivity Plan Update

It was resolved to:

- a) Note progress on the Local Transport and Connectivity Plan (LTCP).
- b) Provide feedback and agree to amended timetable for delivering the Local Transport and Connectivity (LTCP) programme.
- c) Agree to a programme of public consultation for twelve weeks commencing in May 2022.
- d) Delegate authority to the Head of Transport to prepare the public consultation, and to brief members of the CA Board and Transport and Infrastructure on its content.

4.2 Fengate Access Study

It was resolved to:

- a) Approve the drawdown of £150,000 to complete the Full Business Case stage of the project.
- b) Approve the slippage of the remaining in-year subject to approval budget and note the need for a further reprofile exercise once the revised project timeframe is established in January.

4.3 Fengate Phase 2 University of Peterborough Access

It was resolved to:

- a) Approve the University of Peterborough Access Study Package Assessment Report – Outline Business Case Phase 1.
- b) Approve the drawdown of £1.8m in respect of the costs associated with the Outline Business Case Phase 2, and to conclude a Grant Funding Agreement with Peterborough City Council on terms approved by the Head of Transport and Chief Legal Officer/ Monitoring Officer.
- c) Approve the submission of the updated application at Appendix 2 to the Department of Transport's Major Route Network Programme fund.

4.4 St Ives and A141 Strategic Outline Business Case

It was resolved to:

- a) Approve the development and costing up of the next stage of the project for Outline Business Case and Preliminary design.
- b) Approve the programme for, and costing up of, the Local Improvement schemes for St Ives.

4.5 A10 Outline Business Case

It was resolved to:

- a) Note the outputs of the Cambridgeshire County Council Highways and Infrastructure Committee paper.
- b) Delegate authority to the Head of Transport, in consultation with the Monitoring Officer and Chief Finance Officer, to develop the scope for the delivery of the Outline Business Case.

- c) Approve the release of £2m funding from the Department for Transport, to be spent in 2022-23, for the delivery of the Outline Business Case, and agree reprofiling the remaining 2021-22 budget into 2022-23.
- d) Subject to an extension to the existing DfT grant being agreed, delegate authority to the Head of Transport, in consultation with the Monitoring Officer and Chief Finance Officer, to issue a capital grant funding agreement for the delivery of the outline business case by Cambridgeshire County Council.

Part 5 – Skills Committee recommendations to the Combined Authority Board

5.1 University of Peterborough Phase 3 Business Case

It was resolved to:

1. Approve the University of Peterborough Phase 3 Business Case
2. Approve the use of option a) in section 4.2, to use the existing special purpose vehicle Peterborough HE Property Company Ltd (Prop Co 1), for the delivery of Phase 3 of the University Programme, as the owner and developer of the second teaching building.
3. Consent, as shareholder, to modification of the Shareholders Agreement relating to Peterborough HE Property Company Ltd (Prop Co 1), on such terms as the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Deputy Chief Finance Officer (s73 Officer) may agree, to include at a minimum the maintenance by the CPCA of the drag along rights, described at paragraph 4.2 of the report to the Skills Committee of 17 January 2022 (link below) and in order to reflect the share allotments as noted in paragraph 4 below.
4. Consent, as shareholder, to Peterborough HE Property Company Ltd (Prop Co 1):
 - a) issuing the following shares:
 - i. To Peterborough City Council, shares to the value of £20m (in consideration of it investing £20m of Levelling Up Fund (LUF) funding)

- ii. To CPCA, shares to the value of £2m (in consideration of it investing £2m of Local Growth Fund funding)
- iii. To Anglia Ruskin University, shares to the value of £4m in consideration of it investing £4m)

and note that the share issue should be completed by 31 March 2022

- b) Agreeing revisions to the Development Management Agreement to extend the delivery specification in relation to the project management and delivery services and associated support services to relate also to Phase 3.
 - c) Entering into a land transfer with PCC to acquire the Phase 3 land and then enter into an agreement for lease, and lease with ARU Peterborough in respect of the Phase 3 Building, and such consequential and other ancillary agreements on such terms as the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Deputy Chief Finance Officer (s73 Officer) may agree.
 - d) Adopting a revised Business Plan, including such changes as are necessary to reflect the construction works and agreement for lease, and lease to ARU-Peterborough of the Phase 3 building in addition to the Phase 1 building.
5. Delegate authority to the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Deputy Chief Finance Officer (s73 Officer) to agree:
- a) such changes to the Collaboration Agreement providing that changes to the delivery obligations (and respective timings) are made as described in 5.2 of this report.
 - b) In respect of the Collaboration Agreement, such changes in respect of increased target for student numbers, the curriculum model, and the site and building plan as described in paragraph 5.2 of this report.
 - c) The Development Management Agreement, such changes in respect of the provision of programme management services to Propco1, related to the Phase 3 construction project, are made as described in 5.2 of this report.

- d) To create or modify any such other documents as the Chief Legal Officer (Monitoring Officer) advises are necessary to give effect to the recommendations

5.2 Health and Care Sector Work Academy

It was resolved to:

- a) Approve the new profiled spend in accordance with the approved extension of the innovative employment pilot on recruitment and progression in the Health & Care Sector.
- b) Note the performance of the Health and Care Sector Work Academy to date.

5.3 Employment and Skills Strategy and Action Plan

It was resolved to:

- a) Approve the Employment and Skills Strategy.
- b) Note that the Employment and Skills Strategy will be incorporated in the wider Economic Growth and Skills Strategy, due to be published in March 2022.

5.4 Growth Works Management Review - January 2022

It was resolved to:

- a) Note the Growth Works programme performance up to 31st October 2021.

Part 6 – Housing and Communities Committee Recommendations to the Combined Authority

6.1 Digital Connectivity Business Case

It was resolved to:

- a) Approve the Digital Connectivity Business Case included as Appendix 1 to this report.
- b) Approve £4.5m budget from the subject to approval line in the Medium-Term Financial Plan for 2022/23 to 2024/25.

Part 7 – Business Board recommendations to the Combined Authority Board

7.1 Strategic Funding Management Review January 2022

It was resolved to:

- a) Approve the revised strategic approach for targeting Category 1 of the Business Board recycled funds.
- b) Approve the criteria for the project scoring assessment of applications to the Business Board recycled funds.
- c) Approve the process for investing Business Board recycled funds as stated at Category 1 and 2.

Part 8 – Governance Reports

8.1 Combined Authority Board and Committee Membership Changes January 2022

It was resolved to:

- a) Note the appointment by Cambridge City Council of Councillor Anna Smith as its substitute member on the Combined Authority Board for the remainder of the municipal year 2021/2022
- b) Ratify the appointment by Cambridge City Council of Councillor Katie Thornburrow as its member on the Transport and Infrastructure Committee for the remainder of the municipal year 2021/2022.
- c) Ratify the appointment by Cambridge City Council of Councillor Richard Robertson as its substitute member on the Transport and Infrastructure Committee for the remainder of the municipal year 2021/2022.
- d) Ratify the appointment by Cambridge City Council of Councillor Cllr Niamh Sweeney as its member on the Skills Committee for the remainder of the municipal year 2021/2022.
- e) Note the appointment by Peterborough City Council of Councillor Mohammed Haseeb as its substitute member on the Audit and Governance Committee for the remainder of the municipal year 2021/2022.
- f) Note the named substitute representative for the Police and Crime Commissioner's Office (John Peach).
- g) Note the appointment by Fenland District Council of Councillor Jan Smith as its substitute member on the Audit and Governance Committee for the remainder of the municipal year 2021/2022.

8.2 Annotated Forward Plan – 14 January 2022

It was resolved to approve the Forward Plan for January 2022.