



A meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 12 OCTOBER 2022** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. THOUGHT FOR THE DAY

Vanessa Corbishley, Humanist Celebrant to open the meeting with a 'thought for the day'.

Time Allocation: N/A

2. MINUTES (Pages 7 - 16)

To approve as a correct record the Minutes of the meetings of the Council held on 20th July 2022.

Time Allocation: 2 Minutes.

3. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary, other registerable and non - registerable interests in relation to any Agenda item. See Notes below.

Time Allocation: 2 Minutes.

4. MEMORIAL - HER MAJESTY QUEEN ELIZABETH II

Chair to reflect upon and remember the life and reign of Her Majesty Queen Elizabeth II.

Time Allocation: 5 Minutes.

5. CHAIR AND VICE-CHAIR'S ENGAGEMENTS AND ANNOUNCEMENTS (Pages 17 - 18)

To note the engagements of the Chair and Vice-Chair since the last Council meeting.

Time Allocation: 5 Minutes.

6. MOTIONS ON NOTICE

Time Allocation:

(a) Pets as Prizes

Councillor S Bywater to move –

This Council

- ❖ is concerned about the number of cases reported to the RSPCA each year, regarding pets given as prizes via fairgrounds, social media and other channels in England and notes the issue predominantly concerns goldfish
- ❖ is concerned for the welfare of those animals that are being given as prizes
- ❖ recognises that many cases of pets being given as prizes may go unreported each year
- ❖ suggests a move to ban the giving of live animals as prizes, in any form, on HDC Land.

The Council agrees:

- 1. That an outright ban of the giving of live animals as prizes, in any form, on Huntingdonshire District Council owned land is implemented.**
- 2. That the Council writes to the UK Government requesting an outright ban of live animals as prizes on both public and private land**
- 3. That the Council carries out a review of the current policies and the terms of the licences and hire of Council owned land and premise to ensure that they reflect the Council's position as regards giving of live animals (e.g. Goldfish, etc) as prizes**
- 4. That the Council will seek to work with our Town and Parish Councils and other partners to raise awareness and encourage them to adopt a similar policy on their land.**

Time Allocation: 20 Minutes.

(b) Cost of Living and Climate Crisis

Councillor L Davenport-Ray to move –

This Council notes that

- ❖ We are experiencing the highest inflation in 40 years. Energy is costing more, directly threatening household budgets and the viability of local businesses.
- ❖ Historical evidence suggests that increases in food poverty and fuel poverty will lead directly to increased health problems and winter deaths.
- ❖ Poor insulation, inefficient heating and the effects of climate change are intensifying the impact of energy prices, increasing pressures on families and businesses.

- ❖ As the cost of living increases, people and businesses are less able to finance adaptations to improve energy efficiency and to prepare for extreme weather events.
- ❖ More families are in need of help. Yet steeply increasing inflation means this Council's ability to mitigate impacts and provide essential services is increasingly challenging.
- ❖ As the cost of living increases and the effects of climate change take hold, our residents also face the potential loss of local bus routes. Many families are now challenged with finding alternative transport to work and school. This places added strain on family finances, increases carbon emissions and drives up air pollution.

The Council agrees to:

1. **Recognise that the Cost of Living and Climate Crisis are interlinked and jointly require attention to ensure the wellbeing of local people and businesses.**
2. **Make decisions on investment and delivery that, wherever possible, contribute to environmental and social benefits across Huntingdonshire.**
3. **Adopt a Climate Strategy that acknowledges the personal and financial impact that climate change has on our most disadvantaged residents.**
4. **Advocate for more robust, affordable public transport that connects employees with work, links students to education and reduces carbon emissions.**
5. **Work with social landlords operating in Huntingdonshire to review the energy efficiency of their housing stock, recognising that poor insulation and inefficient heating are key factors in the rising cost of living.**
6. **Request that Leadership write to the Prime Minister, our local MPs and the relevant government ministers to call for:**
 - a. **Increased financial support for residents, with most support provided to low-income households.**
 - b. **More funding for small and medium local businesses, helping them manage the challenge of increasing energy costs and rising inflation.**
 - c. **A more ambitious nationwide commitment to fund improvements in the energy efficiency of homes, resulting in energy bill reductions and environmental benefits.**
 - d. **Increased grant opportunities for community groups, housing providers and public sector partners to improve energy efficiency in their buildings.**
 - e. **Insulation schemes and renewable energy generation programmes funded by fossil fuel profits.**

Time Allocation:

7. QUESTIONS BY MEMBERS OF THE PUBLIC

To answer any questions submitted by the public in accordance with the Constitution.

The deadline for the receipt of public questions is five days prior to the meeting by 5pm.

Time Allocation:

8. QUESTIONS TO MEMBERS OF THE CABINET

Questions to Members of the Cabinet.

In accordance with the Council Procedure Rules, all questions –

- ❖ Must be relevant to an item which the Council has powers or duties;
- ❖ Must not relate to an item which is included elsewhere on the Agenda
- ❖ Should be limited to obtaining information or pressing for action; and
- ❖ Should not exceed two minutes in duration.

Questions should not divulge or require to be divulged, confidential or exempt information.

Time Allocation: 15 Minutes.

9. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - UPDATE (Pages 19 - 44)

Councillor S J Conboy, Executive Leader to present on the activities of the Cambridgeshire and Peterborough Combined Authority.

Councillors D B Dew and M A Hassall to provide an update on the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee.

Councillor S J Corney to provide an update on the Cambridgeshire and Peterborough Combined Authority Audit and Governance Committee.

Decision summaries for recent meetings of the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee, Audit and Governance Committee and Board are attached to the Agenda for information.

In accordance with the Protocol agreed at the February 2017 meeting, this item provides an opportunity for District Council Members to ask questions and comment on Cambridgeshire and Peterborough Combined Authority issues.

If Members wish to raise questions or issues requiring a detailed response, it would be helpful if they can provide prior notice so that the necessary information can be obtained in advance of the meeting.

Time Allocation: 20 Minutes.

10. OUTCOMES FROM COMMITTEES AND PANELS (Pages 45 - 46)

An opportunity for Members to raise any issues or ask questions arising from recent meetings of the Council's Committees and Panels.

A list of meetings held since the last Council meeting is attached for information and Members are requested to address their questions to Committee and Panel Chairs.

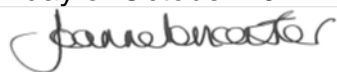
Time Allocation: 10 Minutes.

11. VARIATIONS TO THE MEMBERSHIP OF COMMITTEES AND PANELS

Group Leaders to report on variations to the Membership of Committees and Panels if necessary.

Time Allocation: 5 Minutes.

4 day of October 2022



Head of Paid Service

Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests is available in the Council's Constitution](#)

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The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council

Please contact Mrs Lisa Jablonska, Elections and Democratic Services Manager, Tel No. 01480 388004 / e-mail Lisa.Jablonska@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the Civic Suite (Lancaster/Stirling Rooms), Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 20 July 2022

PRESENT: Councillor M J Burke – Chairman.

Councillors B S Banks, M L Beuttell, A M Blackwell, R J Brereton, E R Butler, S Bywater, S Cawley, J Clarke, S J Conboy, S J Corney, A E Costello, S J Criswell, L Davenport-Ray, D B Dew, S W Ferguson, I D Gardener, C M Gleadow, J A Gray, K P Gulson, J E Harvey, M A Hassall, P J Hodgson-Jones, S A Howell, N J Hunt, A R Jennings, P A Jordan, M Kadewere, P Kadewere, D N Keane, J E Kerr, C Lowe, R Martin, S R McAdam, B A Mickelburgh, D L Mickelburgh, S Mokbul, J Neish, Dr M Pickering, B M Pitt, T D Sanderson, D J Shaw, R A Slade, D Terry, C H Tevlin, S Wakeford, N Wells, G J Welton and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors T Alban, S L Taylor and I P Taylor.

13 MEMBERS' INTERESTS

No declarations were received.

14 PROPOSED CONFERMENT OF THE TITLES OF HONORARY ALDERMAN: SECTION 249: LOCAL GOVERNMENT ACT 1972

By way of a report by the Elections and Democratic Services Manager (a copy of which is appended in the Minute Book) the Council was reminded that they had agreed to introduce titles of Honorary Aldermen and Honorary Alderwomen for current and future Members of the Council who cumulatively had served a minimum of 12 years as an elected Councillor on the District Council.

The Chair invited former Councillors D A Giles and R G Tuplin to join the meeting, whereby each were invited to approach the dais. The Chair and Executive Leader each presented them with a certificate in recognition of the title of Alderman and insignia respectively to be worn on occasions when required to attend civic functions on behalf of the Council.

Following tributes to Mr Giles and Mr Tuplin for the contribution they had made to public life and the community of Huntingdonshire, the former Members thanked the Council for their awards. Whereupon, it was

RESOLVED

that, in sincere appreciation of distinguished public service, the title of Honorary Alderman be conferred upon former Councillors D A Giles and R G Tuplin in accordance with Section 249 of the Local Government Act 1972.

The meeting ended at 7.22pm.

Chairman

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the CIVIC SUITE (LANCASTER/STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN on Wednesday, 20 July 2022

PRESENT: Councillor M J Burke – Chairman.

Councillors B S Banks, M L Beuttell, A M Blackwell, R J Brereton, E R Butler, S Bywater, S Cawley, J Clarke, S J Conboy, S J Corney, A E Costello, S J Criswell, L Davenport-Ray, D B Dew, S W Ferguson, I D Gardener, C M Gleadow, J A Gray, K P Gulson, J E Harvey, M A Hassall, P J Hodgson-Jones, S A Howell, N J Hunt, A R Jennings, P A Jordan, M Kadewere, P Kadewere, D N Keane, J E Kerr, C Lowe, R Martin, S R McAdam, B A Mickelburgh, D L Mickelburgh, S Mokbul, J Neish, Dr M Pickering, B M Pitt, T D Sanderson, D J Shaw, R A Slade, D Terry, C H Tevlin, S Wakeford, N Wells, G J Welton and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors T Alban, S L Taylor and I P Taylor.

15 THOUGHT FOR THE DAY

A 'Thought for the Day' was presented by Councillor B A Mickelburgh.

16 MINUTES

Subject to the replacement of Councillor R J West with Councillor K P Gulson and replacement of Councillor K P Gulson with Councillor R J West in Minute Nos. 22/01 and 22/04 and replacement of the membership listed for the Licensing and Protection Panel with the membership listed for the Licensing Committee in Minute No. 22/10(a), the Minutes of the meeting of the Council held on the 18th May 2022 were approved as a correct record and signed by the Chair.

17 MEMBERS' INTERESTS

No declarations were received.

18 CHAIR'S ENGAGEMENTS AND ANNOUNCEMENTS

The Chair reported upon former Councillor Mike Newman who sadly passed away in March 2022, who served as a District Councillor that represented the Warboys Ward from 1993 to 2004, largely elected unopposed, and Somersham Ward to May 2011. Members paused briefly for reflection in silent tribute to their former Member.

The Council noted those engagements attended by the Chair and Vice-Chair since the last meeting (a copy of which is appended in the Minute Book). The Chair also reported upon his chosen charities for the year, namely Memory Lane Singing Café in St Ives, Young People's Counselling Service in Yaxley and The Arthur Rank Hospice Charity: Cambridgeshire Hospice at Home North Team.

19 STATE OF THE DISTRICT AND CORPORATE PLAN 2022-23

The Chair invited the Executive Leader, Councillor S J Conboy to address the Council on the State of the District and Corporate Plan 2022-23 and to open the debate which was scheduled to follow.

Councillor Conboy opened her address by placing on record her sincere appreciation to Officers and Members who had supported everything that had been delivered in the past year. She also acknowledged the work of the previous administration over the last four years and in particular the response to the pandemic as well as, more recently Homes for Ukraine and Energy Bill rebate initiative.

Members' attention was then drawn to looking ahead and setting a new strategic direction for the Council to ensure the Medium Term Financial Strategy remained sustainable. Reference was made to the previous administration commitment to ambitious savings for the ensuing financial year and £805k that had been removed from the budget for 2023/24, but the inherited budget showed £2.48m from reserves must be spent to achieve this. Based on this information, Councillor Conboy explained that the initial challenge for the new administration was to understand the detail to determine the savings impact on operational and strategic activities.

Members were advised of the transitional Corporate Plan for 2022/23 that would focus on the priorities of the Joint Administration for the remainder of the financial year, with a focus on supporting the needs of the residents. The response would also build on the network with the community and utilise external funding to extend the residents advice and information team with a focus on supporting residents through the cost-of-living crisis.

The Executive Leader explained that a major communication campaign was under development to assist residents involving the establishment of a financial vulnerability programme, delivery of a £250k project funded by the Clinical Commissioning Group aimed at boosting physical activity, development of a £300k community-based skills programme, closer working with Public Health and expanding the community network.

Attention was drawn to the climate crisis and Councillor Conboy referenced the previous administrations failure to seize the opportunity to address the Climate Emergency and with the recent extreme weather conditions that had been experienced there would be a commitment to addressing the impact, through public awareness, Council policies to enable the cutting of emissions, as well as active travel, local jobs and greener homes.

Members noted the continued focus on the delivery of the Market Towns Programme, including the St Neots Future High Streets Fund and accelerated

delivery projects with master planning in Huntingdon, Ramsey and St Ives. There was also further commitment to creating opportunities to join up services, improving digital access, improving the housing situation, strengthening community work with partner organisations and delivering a Place Strategy designed to shape the District and priorities of the Council.

The Executive Leader drew attention to the intention to communicate regularly with residents to enable full engagement, as well as working constructively with the Cambridgeshire and Peterborough Combined Authority, Cambridgeshire County Council and colleagues in the health sector, Town and Parish Councils, as well as the wider business sector partners. With this in mind, Councillor Conboy was keen to maximise opportunities for inward investment and connectivity across the District and ultimately focussed on the working together as councillors representing the District and their communities.

In response, on behalf of the Conservative Group, Leader Councillor J A Gray thanked the Executive Leader for her presentation that clearly set out what the administration hoped to achieve and welcomed the broad principles, but drew attention to the financial difficulties that the authority faced and referred to the Treasury Management Outturn 2021/22 report that would be presented later in the meeting by the new Executive Councillor and had commenced in his role with a strong starting base. He broadly welcomed the principles of the Corporate Plan, but drew attention to the commitment made by the previous administration versus those authorities that had declared a Climate Emergency but had made little or no progress since making their declaration. However, welcomed working with Councillor L Davenport-Ray, Executive Councillor for Climate and Environment, particularly in light on recent weather conditions.

In accepting the refreshed Corporate Plan, Councillor Gray was interested to see how this would be taken forward and suggested that responsibility lay with all councillors to work collectively to take issues forward but urged the administration to avoid endless rounds of engagement in tackling key issues such as the climate emergency and cost of living increase to enable decisions to be taken in a timely manner.

Councillor R J West outlined his concern with taking responsibility for addressing the climate crisis and urged that Central Government should be more actively involved as it was impossible to solve climate change alone.

In conjunction with the meeting of the Overview and Scrutiny Panel (Performance and Growth) held on 6th July 2022 and recommendation of the Cabinet in support of the refresh at their meeting on 19th July 2022, it was

RESOLVED

that the Corporate Plan for 2022/23 as attached as an Appendix to the report now submitted be approved.

20 QUESTIONS TO MEMBERS OF THE CABINET

A question was raised by Councillor K P Gulson to the Executive Councillor for Customer Services on an update of the Energy Bill rebate scheme for bands A to D households and proposals for extension of the scheme to bands E to H

properties, whereby Councillor S W Ferguson reported that 52,645 payments had been made equating to £7.9m and outstanding eligible households had been contacted to remind them of the deadline to apply. In congratulating Officers involved in managing the process, he further reported that the Cabinet at their meeting held on 19th July 2022 had approved a discretionary Energy Bills Rebate – Local Scheme policy to provide financial support to households not eligible for assistance under the main scheme. Members were appraised further of the Local Scheme details that would provide rebates to four different household types.

In response to a question by Councillor S J Corney on the new administration's aspirations for social housing and involvement with the Local Plan refresh, Councillor T D Sanderson, Executive Councillor for Planning, reported that there would be no reason to deviate from proposed timetable for the refresh and welcomed his involvement.

Councillor S Cawley raised a question in relation to an update on the market town initiative to ensure that residents are fully briefed on the timeline, whereby Councillor S Wakeford, Executive Councillor for Jobs, Economy and Housing, outlined plans for briefings covering the market towns of Huntingdon, Ramsey and St Ives focussing on District Councillors initially and Members representing the villages that had a community connection to these areas, there would then follow a similar brief to Town and parish Councils. He indicated that the Masterplan publication was scheduled by early August 2022 and the St Neots Masterplan had tighter timescales with the link to the Future High Streets Fund but a meeting was being held the following week and after this would be sharing further specific dates with Members.

Arising from a question by Councillor S Bywater to the Executive Leader on the reasons why there was no longer a District Council representative on the Huntingdonshire Community Safety Partnership and stressed the importance of ensuring the community links remained with the Police, whereby Councillor S J Conboy undertook to establish the background and would provide a response direct to Councillor Bywater.

Following a question raised by Councillor J Neish on the new planning structure and measures that could be done to increase housing supply for affordable housing, the Executive Councillor for Planning, Councillor T D Sanderson explained that with a permanent Planning Services Manager was addressing the backlog of applications and allowing Officers more time in managing the decision making and priorities and referred to the different working practices with collaboration through the Place Strategy and Environment Strategy that he hoped would improve the affordable housing offer.

21 QUESTIONS BY MEMBERS OF THE PUBLIC

No formal public questions were submitted for consideration at the meeting of the Council.

22 ANNUAL REPORT OF THE CORPORATE GOVERNANCE COMMITTEE 2021/22

In conjunction with a report by the Internal Audit Manager (a copy of which is appended in the Minute Book) Councillor N Wells, Chair of the Corporate Governance Committee, presented the Annual Report for 2021/22 of the Corporate Governance Committee that outlined the work that had been undertaken by the Committee over the previous year. Whereupon, it was

RESOLVED

that the Annual Report 2021/22 of the Corporate Governance Committee be received and noted.

23 TREASURY MANAGEMENT OUTTURN REPORT 2021/22

Consideration was given to a report by the Council's Chief Finance Officer (a copy of which is appended in the Minute Book) presented by Councillor B A Mickelburgh, Executive Councillor for Finance and Resources, whereby Members were provided with a detailed overview of the Council's draft Statement of Accounts and an update in respect of treasury management activity for the period 1st April 2021 to 31st March 2022. Councillor J A Gray welcomed the presentation and drew Members' attention to the strong legacy of the Commercial Investment Strategy in supporting what the report had highlighted.

Whereupon, it was

RESOLVED

that that the Treasury Management Performance during the period 1st April 2021 to 31st March 2022 be noted.

24 CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - UPDATE

In conjunction with the decision summaries of the recent meetings of the Cambridgeshire and Peterborough Combined Authority, Councillor S J Conboy presented an update of their activities. Copies of the decision summaries are appended in the Minute Book. Reference was made to the ongoing challenges that faced the Combined Authority but Councillor Conboy remained positive that better things could be achieved for Huntingdonshire. She reported that a new Interim Chief Executive had been appointed, Gordon Mitchell, who had been appraised of the number of issues and matters that needed addressing.

Members' attention was drawn to the ongoing concerns surrounding the governance of the organisation, noting that there were proposals to strengthen this and Councillor Conboy also highlighted the notable decisions that had been recently approved. She further indicated that progress had clearly been made but there remained work to be done and the opportunities couldn't come soon enough.

Councillor J A Gray referred to the difficult start and was disappointed that the hard lobbying for a stand-alone Cambridgeshire and Peterborough Combined Authority was now resulting in lost opportunities with funding being returned to Central Government that could have been used to deliver key projects that could also have been attributed to the significant number of unfilled posts. In response

Councillor Conboy shared the same frustration and indicated that she needed to understand the history to a number of issues but assured Members that her representation on the Board was to work for the residents of Huntingdonshire and committed to ensure that collaboration improved.

Councillors D B Dew and M A Hassall provided an update on the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee, whereby Councillor Dew shared the concerns presented by Councillor Conboy, in particular referenced the fact that 35 staff were employed out of the 70 posts that existed and was a major concern to the non-delivery of key projects such as the retro fitting of homes funding that had been returned but had been successfully rolled out in other regions. Councillor Hassall also referred to the new work programme of the Committee that included governance, highways, housing and the green agenda and would report back follow further review.

Members were provided with an update on the Cambridgeshire and Peterborough Audit and Governance Committee by Councillor S J Corney and in particular drew attention to a question that was raised with the Auditors Ernst and Young on the status of the Combined Authority that suggested that it was the worst that they had dealt with.

25 APPOINTMENT OF SECTION 151 OFFICER

With the assistance of a report by the Managing Director (a copy of which is appended in the Minute Book) regarding the legislative duty placed on the Council to appoint a Section 151 Officer, the Council were reminded that at their meeting on 18th May 2022 an interim appointment was made to the role pending the appointment of a new Director of Finance and Corporate Services.

Having regard to the need to formalise a more permanent arrangement for these duties to be undertaken now that the senior management reorganisation within the organisation had been completed, it was

RESOLVED

- (a) that Karen Sutton be appointed permanently as the Council's Chief Finance Officer/Section 151 Officer; and
- (b) that the Council's Constitution be updated to reflect the changes that resulted from this appointment.

26 OUTCOMES FROM COMMITTEES AND PANELS

A copy of the list of meetings held since the last meeting of the Council held on 18th May 2022 is appended in the Minute Book and Members were advised that any issues or questions could be raised in relation to these meetings.

Councillor P J Hodgson-Jones referred to his attendance at the Corporate Governance Committee meeting held the previous week and requested that Members receive separate training on how the Council's accounts are presented to enable a full and clear understanding, whereby the Managing Director

reported that the Local Government Association had already been engaged on this topic with a view to facilitating a training package.

27 USE OF SPECIAL URGENCY PROVISIONS 2021/22

The Executive Leader informed Members that the use of special urgency provisions taken throughout the previous year had not been required and there were no items to report.

28 MEMBERSHIP OF COMMITTEES AND PANELS

On the recommendation of Councillors S J Conboy and J A Gray, it was

RESOLVED

- (a) that Councillor M Hassall be appointed to the membership of the Employment Committee in place of Councillor S Taylor;
- (b) that Councillor S Ferguson be appointed to the membership of the Licensing and Protection Committee/Licensing Committee in place of Councillor B Pitt; and
- (c) that Councillor S J Corney be appointed to the membership of the Development Management Committee in place of Councillor C Lowe;

Following the announcement by the Leader of the Principal Opposition, Members noted the appointment of Councillors M Beuttell, S Bywater, S Cawley, D B Dew, J A Gray, K Gulson, A Jennings, D Keane and J Neish to the Shadow Cabinet.

The meeting ended at 8.56pm.

Chairman

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CHAIR'S ENGAGEMENTS 21 July – 12 October 2022

Date:	Event:	Venue:
<u>August</u>		
Tuesday 02-Aug-22	Young Persons Counselling Centre (Visit)	Yaxley
Thursday 11-Aug-22	Hunts Shopmobility (Visit)	Huntingdon
Friday 12-Aug-22	BBC Radio Cambridgeshire (Visit)	Cambridge
Friday 12-Aug-22	Arthur Rank Hospice Charity (Visit)	Cambridge
Wednesday 17-Aug-22	One Leisure St Neots	St Neots
Thursday 18-Aug-22	Active Lifestyles - Cancer Rehabilitation Class	Huntingdon
Monday 22-Aug-22	Ukraine Host Support Meeting	Huntingdon
Wednesday 24-Aug-22	Ukrainian Independence Day Flag Raising	Huntingdon
Wednesday 24-Aug-22	The Rotary Club of Huntingdon Afternoon Tea (For Ukranian Guests on Ukraine Independence Day)	Huntingdon
Wednesday 24-Aug-22	CARESCO Queen's Award (Reception)	Sawtry
Friday 26-Aug-22	Afternoon Tea in the Park, Hinchingsbrooke Park / Walk & Talk with HDC Countryside Manager (Visit)	Huntingdon
<u>September</u>		
Friday 02-Sep-22	*Merchany Navy Day - Fly the Red Ensign	Huntingdon
Thursday 08-Sep-22	Royal Air Force Wyton Annual Reception	Wyton
Sunday 11-Sep-22	Proclamation Hearing	Cambridge
Wednesday 14-Sep-22	*Sensory Wellbeing Event	St Ives
Sunday 25-Sep-22	The Civic Service of the Mayor of Higham Ferrers – Cllr Nigel Brown	Higham Ferrers
Sunday 25-Sep-22	Collation of Archdeacon of Huntingdon & Wisbech	Ely
Thursday 29-Sep-22	*Fenland District Council Coffee Morning (Charity event)	March
<u>October</u>		
Sunday 02-Oct-22	*The Mayor of Rushden's Civic Service & Reception	Rushden

Notes:

1. *The above events have occurred since the last Full Council held on 20 July 2022.*
2. **Events attended by the Vice-Chair on behalf of the Chair.*

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**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
30 June 2022 and 29 July 2022
Councillor S J Corney

Overview and Scrutiny Committee
25 July 2022
Councillor D B Dew
Councillor M A Hassall

Combined Authority Board
27 July and 31 August 2022
Councillor S J Conboy

The above meetings have taken place in June, July, and August 2022.

Audit and Governance Committee – 30th June 2022 and 29 July 2022

The Audit and Governance Committee met on 30th June 2022 and 29th July 2022; the decision summaries are attached as Appendices 1 and 2.

Overview and Scrutiny Committee – 25th July 2022

The Overview and Scrutiny Committee met on 25th July 2022; the decision summary is attached as Appendix 3.

Combined Authority Board – 27th July and 31st August 2022

The Combined Authority Board met on 27th July and 31st August 2022; the decision summaries are attached as Appendices 4 and 5.

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: 30 June 2022

Agenda/Minutes: [Audit and Governance Committee – 30 June 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 Harvey, substituted by Cllr Atkins. No disclosable interests were declared.
2	Election of Vice- Chair	RESOLVED: That Cllr Wilson be elected Vice-Chair of the Audit and Governance Committee for the municipal year 2022-23.
3	Chair's Announcements	Councillors Ali, Corney, Harvey and Smith were welcomed as the new members of the Committee. The Chair announced that he had cleared the agenda for today's meeting to focus on the response to the Ernst and Young (EY) letter. The Chair of Overview and Scrutiny had been invited to attend the meeting and listen to the debate as the two committees would have to work in harmony over the next year in overseeing the CPCA's response to the External auditors' letter and DHULC involvement.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>The Chair had had a very constructive online meeting with the newly appointed interim Chief Executive, Gordon Mitchell, and was reassured that Mr Mitchell had the necessary experience to deal with the issues facing the CPCA.</p> <p>The Committee's Annual Report had been successfully reported to the Board at their meeting on Monday 27 June.</p>
4	Minutes of the Previous Meeting and Action Notes	<p>RESOLVED:</p> <p>a) That the minutes of the meeting of 11 March 2022 be approved.</p> <p>b) That the actions from the previous meeting be noted.</p>
6	Engagement with Department for Levelling Up, Housing and Communities (DLUHC) on Auditors' value for money (VFM) risk letter	<p>Jon Alsop, Head of Finance, introduced the report which provided the Committee with an update of the CA's engagement with DLUHC following the letter that the external auditors, EY, had written to the Chair of the Audit and Governance Committee, reporting that they had identified a significant weakness in the authorities' governance.</p> <p>RESOLVED:</p> <p>It was unanimously agreed that the Committee make the following recommendations to the Combined Authority (CA) Board:</p> <ol style="list-style-type: none"> 1. That the CA Board seek external advice in formulating an action plan to address the significant areas of concern identified by the external auditor. 2. That the CA Board, as a priority, considers its own ways of working. The Committee found it difficult to see how the required changes in culture, governance, leadership and capacity could be identified and delivered without the Combined Authority Board demonstrating collective leadership, acting as

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>a board.</p> <p>3. That the Interim Chief Executive:</p> <ul style="list-style-type: none"> i. obtains appropriate external advice, support and facilitation to drive the required culture change at the Combined Authority, recognising the need for a consensus of ownership by the Board ii. reconsiders the terms of reference for the Improvement Panel, which were currently not fit for purpose iii. commits to rapidly building the Senior Management Team capacity of the organisation. iv. attends A&G Committee in July to report on progress. <p>4. That the CPCA consult the Internal/External Auditors to help develop a baseline of where the CA needs to be in regard to the proposed action plan.</p>
7	Member Officer Protocol	<p>Jodie Townsend, Interim Head of Governance introduced the report outlining the proposed new member officer Protocol.</p> <p>RESOLVED:</p> <p>The Committee</p> <ul style="list-style-type: none"> a) Agreed the content for inclusion in a Member Officer Protocol for recommendation to the Combined Authority Board b) Requested that the Combined Authority Board consider the Member Officer Protocol at the earliest opportunity, for adoption into the Constitution in support of relevant Codes of Conduct c) Asked Officers to develop a social media protocol for Members and Officers at the earliest opportunity.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
10	Date of next meeting	The Committee would next meet on Friday, 29 July 2022 at 10:00 at Pathfinder House, Huntingdon.

Audit and Governance Committee Decision Summary

Meeting: 29 July 2022

Agenda/Minutes: [Audit and Governance Committee – 29 July 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 Ali, Cllr Corney and Cllr Wilson. Cllr Coutts attended as a substitute for Cllr Wilson No disclosable interests were declared.
2	Minutes of the Previous Meeting and Action Notes	RESOLVED: i. That the minutes of the meeting of 30 June 2022 be approved subject to the following addition: <i>Members asked for officers' feedback on how capacity shortfalls had affected delivery.</i>
3	Improvement Framework including Review of Governance	Gordon Mitchell, Interim Chief Executive introduced the report which provided an update on the development of an Improvement Plan and associated next steps for the Combined Authority, following consideration of an Improvement Framework report by the Board on 27 July 2022.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>RESOLVED:</p> <p>That the Improvement Framework Report, including the Review of Governance, and the CA Board's response to it, be noted.</p>
4	Corporate Risk Register	<p>Chris Bolton, Head of Programme Management Office introduced the report which asked the Committee to review the revised risk register.</p> <p>RESOLVED:</p> <p>That the Review of Corporate Risk Register and Risk Management Strategy report be noted.</p>
5	Internal Audit Progress Report	<p>RESOLVED:</p> <p>That the Internal Audit progress report for 2020/21 be noted.</p>
6	Internal Audit Annual Report	<p>RESOLVED:</p> <p>That the draft Internal Audit Annual Report for 2021/22 be noted</p>
7	Internal Audit Plan 2022-23	<p>RESOLVED:</p> <p>That the Committee:</p> <ul style="list-style-type: none"> i. Approves the topics of the reviews proposed in the CA Audit Plan for 2022/23 ii. Recommends that officers adopt a flexible approach and give priority to work that helps the improvement journey.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>That RSM will:</p> <p>iii. Forewarn the Committee of any potential issues it has, or foresees, with delivery against the Plan.</p>
8	Draft Narrative Report and Annual Governance Statement 2021/22	<p>RESOLVED:</p> <p>That the Committee:</p> <p>Note the draft narrative report 2021/22 and the draft Annual Governance Statement and recommend that a post end of year comment detailing latest developments be included in the final report.</p>
9	CPCA Local Authority Trading Companies	<p>RESOLVED:</p> <p>That the update on the Combined Authority Trading Companies be noted.</p>
10	Work Programme	<p>RESOLVED:</p> <p>That the work programme be noted.</p>

Overview and Scrutiny Committee Decision Summary

Meeting: 25 July 2022

Agenda/Minutes: [Overview and Scrutiny Committee – 25 July 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 & Declarations of Interest	<p>Cllr R Robertson, Cambridge City Council substituted by Cllr S Smith Cllr A Van de Weyer, South Cambridgeshire District Council, substituted by Cllr Fane Cllr M Goldsack, Cambridgeshire County Council.</p> <p>There were no declarations of interest.</p>
2.	Public Questions	There were no public questions.
3.	Minutes of the Previous Meeting and Action Log	<p>The minutes of the meeting held on the 28 March 2022 were approved as a correct record.</p> <p>The Chair asked that outstanding Transport Update item noted in the Action Log and the Climate Change item be further discussed under the work programming agenda item.</p>
4.	Improvement Framework	<p>Gordon Mitchell, Interim Chief Executive introduced the report outlining the recommendations that would be made to the Board at their meeting on Wednesday.</p> <p>RESOLVED:</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		The Committee noted the report and gave their support to the recommendations to the Board outlined in the report.
5.	Business & Skills Update	<p>The Committee received a report which updated members of the Committee on the strategic direction and performance of existing contracts within Business and Skills at the Combined Authority.</p> <p>RESOLVED That the Committee note the Business and Skills Update Report.</p>
6.	Budget Setting Process	<p>Jodie Townsend, Interim Head of Governance, introduced the report the purpose of which was to set out a proposal for consideration that would allow the Committee more involvement in the budget setting process moving forward.</p> <p>RESOLVED That:</p> <ul style="list-style-type: none"> a. The Committee agree the budget scrutiny process for 2022/23 as set out in paragraph 3.3 of the report. b. Cllr Sharp be appointed the Lead Member for Finance and Budgetary issues. c. The 26 August reserve meeting date be used, in part, to receive an early report on the budget and in preparation for further discussion on the budget at the Committee's September meeting.
7.	Combined Authority Forward Plan	<p>RESOLVED:</p> <p>The Committee noted the Forward Plan</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
8.	Overview and Scrutiny Work Programme	<p>RESOLVED:</p> <p>That:</p> <ol style="list-style-type: none"> 1. The reserve meeting date of 26 August be confirmed, and the following items added to the agenda: <ul style="list-style-type: none"> • Preparatory Budget Report • The Improvement Framework • Update on Warm Homes and The Local Authority Delivery Scheme (LAD2) • Update on the Bus Review, including the 905 Service and the DRT service 2. The scoping document for the review of the Governance of the CPCA's Housing Programme be noted and that it be added to the Work Programme.
9.	Date and Time of Next Meeting	The next meeting would be on Friday 26 August 2022 at 11:00. The venue would be Pathfinder House, Huntingdon.

Combined Authority Board Decision Summary

Meeting: 27 July 2022

Agenda/Minutes: Combined Authority Board - 27 July 2022

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Combined Authority Board Annual Meeting: Decision Statement

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

Apologies for absence were received from Councillor B Smith, substituted by Councillor J Williams and Police and Crime Commissioner D Preston, substituted by Deputy Police and Crime Commissioner J Peach.

Councillor C Boden declared an interest in Item 2.1: Budget Monitor Report July 2022 as a Trustee of FACT, which provided the No.68 bus route in Wisbech on a non-profit basis.

Professor A Neely declared an interest in relation to Item 5.1: Active Travel Cambridgeshire, in that he is a member of the Greater Cambridge Partnership Board. Professor Neely took part in the debate of the report, but did not vote.

1.2 Minutes of the Extraordinary meeting of the Combined Authority Board 20 May 2022, Minutes of the Combined Authority Annual Meeting 8 June 2022 and Action Log

The minutes of the Extraordinary meeting on 20 May 2022 were deferred to 31 August 2022 for approval.

The minutes of the annual meeting on 8 June 2022 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

One public question was received from CamCycle from Roxanne De Beaux, Executive Director of Camcycle. A copy of the question and response (when published) can be viewed on the [meeting webpage](#).

1.5 Membership of Combined Authority 2022-23

It was resolved to:

- a) Note the appointment by South Cambridgeshire District Council of Councillor John Williams as its substitute member on the Combined Authority Board for the remainder of the municipal year 2022/2023, replacing Councillor Brian Milnes.
- b) Appoint Councillor Edna Murphy as a co-opted member of the Combined Authority Board for 2022/23 representing the Cambridgeshire and Peterborough Fire Authority and Councillor Mohammed Jamil as substitute member.
- c) Appoint Alex Plant as the Business Board member of the Combined Authority Board for 2022/23, and Professor Andy Neely as the substitute member.
- d) Approve the appointment of Councillor Bridget Smith of South Cambridgeshire District Council as the nominated substitute member for the Mayor and Lead Member for Economic Growth for the Business Board
- e) Note and agree the Mayor's nomination to Lead Member responsibilities for Lead Member for Governance as set out in paragraph 2.9 of this report

Part 2 – Finance

2.1 Budget Monitor Report July 2022 2021-22 Outturn

It was resolved to:

- a) Note the outturn position of the Combined Authority for the 2021- 22 financial year, including £2m of single pot revenue savings and £1.8m capital savings.
- b) Approve the updated requested slippage of unspent project budgets on the approved capital programme of £51.3m and on the revenue budget of £8.4m.

Part 3 – Mayoral Decisions

3.1 Recycled Local Growth Fund (LGF) Project Funding Awards: MDN 38-2022

It was resolved to note Mayoral Decision Notice MDN38-2022: Recycled Local Growth Fund (LGF) Category 2 funding approval.

Part 4 - Combined Authority Decisions

4.1 Improvement Framework

It was resolved to:

- a) Note the recommendations of the Audit & Governance Committee set out in paragraph 2.7 to 2.12 of this report and provide a response as requested.
- b) Delegate authority to the Interim Chief Executive for the recruitment and appointment of additional resources, including interim Chief Officers and interim Statutory Officers (as defined within the constitution) as set out in paragraph 3.5 to 3.15 of this report.

- c) Delegate authority to the Interim Chief Executive to finalise the senior management structure of the Authority as set out in paragraph 3.16 to 3.18 of this report.
- d) Acknowledge the scope and scale of the intended self-assessment exercise set out in this report and recognition of the scale of the current issues facing the Combined Authority.
- e) Support the self-assessment exercise set out in this report and provide comment on its content, noting the intention to conclude this work and report back to Board at its scheduled meeting on 21 September 2022.
- f) Allocate the use of up to £750,000 from the CPCA Response Fund to enable that money to be utilised on scoping, developing and delivering work relating to CPCA Improvement Activity, and delegate authority to spend to the Interim Chief Executive.
- g) Note the review of governance and ways of working attached at Appendix A.
- h) Request that the Board, and the Chairs of Audit & Governance Committee and the Overview & Scrutiny Committee, receive regular updates on all improvement action.

4.2 Climate and Strategy Business Cases July 2022

It was resolved to:

- a) Approve the Business Case for the Huntingdon Biodiversity For All project and approve £1.2m CPCA capital investment and £150,000 revenue from subject to approval line in the MTFP.
- b) Approve the Business Case for the Fenland Soil project and approve drawdown of £100,000 from the subject to approval line in the MTFP for Climate Commission.
- c) Note the progress of the Waterbeach Renewable Energy Network project.

4.3 Shared Prosperity Fund Investment Plan

It was resolved to:

- a) Approve the final draft Cambridgeshire and Peterborough Local Investment Plan.
- b) Delegate authority to the Chief Executive Officer in consultation with the Chief Finance Officer and Monitoring Officer to make minor final refinements to the Local Investment Plan and to submit that final version to the Department for Levelling Up, Housing and Communities before the 1 August 2022 deadline.
- c) Delegate authority to Chief Executive Officer in consultation with the Chief Finance Officer and Monitoring Officer to make amendments to the Local Investment plan based on any feedback from the Department for Levelling Up, Housing and Communities and after consultation with the Cambridgeshire Public Service Board.

4.4 North Cambridgeshire Training Centre Infrastructure Funding

It was resolved to:

- a) Approve the Business Case for North Cambridgeshire Training Centre additional Infrastructure works and approve £347,000 Grant from the Transforming Cities Fund.
- b) Note formal commitment by project Lead to increase outputs by at least 10% across all learners using the centre per year until 2030 secured by a revised grant funding agreement.
- c) Seek a financial contribution from Metalcraft towards the infrastructure costs.

4.5 Cambridgeshire Peterborough Growth Company Limited (Growth Co) Allotment of New Shares to the Combined Authority

It was resolved to:

Give approval to the Cambridgeshire Peterborough Business Growth Company Limited (Growth Co) to issue 400,000 additional £1.00 shares to the Combined Authority in return for investment of the £400,000 of Recycled Local Growth Fund.

Part 5 - Transport and Infrastructure Committee recommendations to the Combined Authority

5.1 Active Travel (Cambridgeshire)

It was resolved to:

- a) Approve the drawdown of the relevant share of the £753,000 of Active Travel Funding from the Medium-Term Financial Plan to complete a programme of active travel improvements in Cambridgeshire, as delivered by Cambridgeshire County Council.
- b) Delegate authority to the Interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer, to conclude a Grant Funding Agreement with Cambridgeshire County Council to enable work to progress.

5.2 Transport Model Replacement

It was resolved to:

- a) Agree the change in delivery for a new transport model with Cambridgeshire County Council being commissioned to lead the delivery of the model on behalf of all partners;

- b) Agree the changes to the spending objectives for the initial transport model budget. Previously approved budget will now be committed to modelling activities of:
 - i. Collection of data to populate current and future transport models; and
 - ii. Preparation of a full business case for the design and build of a new transport model.
 - iii. Retention of residual to be put towards model development (together with additional funding identified within the 2022/23 MTFP).
- c) Note the future arrangements for the review of the model, full business case, and sign-off of medium term financial plan (MTFP) funds (subject to approval) at a future date.

5.3 Peterborough Electric Bus Depot

It was resolved to:

- a) Note the current position in relation to the Peterborough Bus Depot Relocation.
- b) Support the proposal to investigate alternative options for the provision of a bus depot in Peterborough.
- c) Agree a £40,000 drawdown from the £150,000 in the STA revenue budget, to progress this project in a timely manner.

5.4 A141 St Ives Outline Business Case

It was resolved to:

- a) Approve the release of £6m funding for the delivery of the Outline Business Case.
- b) Delegate authority to the Interim Head of Transport and Chief Finance Officer to enter into Grant Funding Agreements with Cambridgeshire County Council.

5.5 East Anglian Alternative Fuels Strategy (EAAFS)

It was resolved to approve a six week public consultation on the EAAFS.

Part 6 - Business Board recommendations to the Combined Authority

6.1 Growth Works Management Review July 2022

It was resolved to note the Growth Works programme performance up to 31 May 2022 (Q6 is April 2022 to 30th June 2022).

Part 7 - Governance Reports

7.1 Member Officer Protocol

It was resolved to:

- a) Agree the Member Officer Protocol attached at Appendix A for adoption into the Constitution.
- b) Note the intention to review the Protocol within 6 months.
- c) Note the intention to develop a Social Media Protocol to support the Member Officer Protocol.

7.2 OneCAM Ltd Audit Report

It was resolved to:

- a) Note the One CAM Audit Report.
- b) Note the key findings and actions in the report.

7.3 Performance Report

It was resolved to note the latest performance report.

7.4 Annotated Forward Plan

It was resolved to approve the Annotated Forward Plan.

Combined Authority Board Decision Summary

Meeting: 31 August 2022

Agenda/Minutes: [Combined Authority Board - 31 August 2022](#)

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Combined Authority Board Annual Meeting: Decision Statement

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

Apologies for absence were received from Councillor S Conboy, substituted by Councillor T Sanderson.

Councillor C Boden declared an interest in Item 1.4: Public Questions, as a Cambridgeshire County Council appointed Trustee of FACT, which provides the No.68 bus route in Wisbech.

1.2 Minutes – 27 July 2022 and Action Log

The minutes of the meeting on 27 July 2022 were deferred to 21 September 2022 for approval.

The Action Log was noted.

1.3 Petitions

No petitions were received.

1.4 Public Questions

Three public questions were received from Councillor S Hoy, Cambridgeshire County Councillor, Fenland District Councillor and Leader of Wisbech Town Council; Councillor B Hunt, East Cambridgeshire District Council; and G James, local resident. A copy of the questions and responses (when published) can be viewed on the [meeting webpage](#).

Part 2 – Combined Authority Decisions

Key Decision added under Special Urgency Arrangements

Multiply – The Approach to Programme Delivery (KD2022/052)

It was resolved to:

- a) Accept the Multiply grant funding of £3,999,186 from the Department for Education and approve the creation of a new budget line in the Medium-Term Financial Plan (MTFP) for 2022/23, 2023/24 and 2024/25 financial years as per Table A in Appendix 1 to this report, subject to receipt of the grant funding offer letter from the DfE.
- b) Delegate authority to the Interim Associate Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer, to commission, enter into and sign grant funding agreements and contracts for services to the providers listed in Tables D and E in Appendix 1 to this report for 'on-menu' delivery and further allocations for 'off-menu', subject to receipt of the grant funding agreement.
- c) Approve the funding allocations to Further Education colleges, local authority Institutes of Adult Learning and procured Independent Training Providers (ITPs), subject to receipt of grant funding from the DfE.
- d) Approve the approach to programme management of Multiply and note the analysis of numeracy levels in the sub-region.

2.1 Green Home Grant LAD2 (KD2022/039)

It was resolved to:

- a) Note the ongoing work with BEIS to manage the recovery plan for the Green Homes Grant (LAD2 programme) and the revised forecast covering the scheme extension by an additional three months to complete installations by 30 September 2022.
- b) Approve the return of additional underspend to BEIS of £33.35m that is detailed in an MOU variation attached as Appendix 1.
- c) Delegate authority to the Interim Chief Executive, the Monitoring Officer and the S73 Officer to return any remaining unspent capital funds at scheme end in line with the revised MOU and scheme conditions.

2.2 Sustainable Warmth Budget (KD2022/049)

It was resolved to:

- a) Note the ongoing challenges and work to manage the recovery plan for the Sustainable Warmth project and the revised forecast covering the scheme to complete installations by 31 March 2023.
- b) Approve the return of underspend to BEIS of £62,619,025 that is detailed in an MOU variation attached as Appendix 1.
- c) Delegate authority to the Interim Chief Executive and Monitoring Officer to return any remaining unspent capital funds at scheme end in line with the original MOU and scheme conditions.
- d) Approve the establishment of a Sustainable Warmth (Retrofit) project board, based on the outline structure in this paper and delegate authority to the Interim Chief Executive, in consultation with the Lead Member for the Environment and Climate Change, Chief Finance Officer and Monitoring Officer, to agree terms of reference.

2.3 Changing Futures

It was resolved to:

Approve the allocation of funds from the corporate response fund of £60,000 per annum for three years (2022-2025, total £180,000) in support of the collaborative Changing Futures project to Cambridgeshire County Council - the accountable body.

Part 3 – Governance Reports

3.1 Forward Plan

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

Part 4 – Exempt Matters

It was resolved that the press and public be excluded from the meeting on the grounds that the report contains exempt information under Part 1 of Schedule 12A the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. That is, information relating to an individual; information which is likely to reveal the identity of an individual; and information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption was deemed to outweigh the public interest in its publication.

4.1 EXEMPT Minutes of the Extraordinary meeting of the Combined Authority Board 20 May 2022

The minutes of the meeting on 20 May 2022 were deferred to 21 September 2022 for approval.

4.2 EXEMPT Employment Matters Part 1

It was resolved to:

1. In relation to Paul Raynes, Director of Delivery and Strategy:
 - a) Approve Recommendation 1a.
2. In relation to interim arrangements:
 - a) To note the proposals set out in this report regarding cover arrangements for Director Delivery & Strategy (6.1.2).

4.2 EXEMPT Employment Matters Part 2

It was resolved to:

1. In relation to Robert Parkin, Chief Legal Officer (Monitoring Officer):
 - a) Approve recommendation 1a.
2. In relation to interim arrangements:
 - a) To note the proposals set out in this report regarding cover arrangements for Chief Legal Officer (Monitoring Officer) (6.1.2).

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MEETINGS OF THE COUNCIL'S COMMITTEES AND PANELS SINCE THE LAST ORDINARY MEETING

SEPTEMBER 2022

7. OVERVIEW AND SCRUTINY (PERFORMANCE AND GROWTH)

- ❖ Market Towns Programme – Autumn Update (Part Exempt)
- ❖ Finance Performance Report 2022/23, Quarter 1
- ❖ Corporate Performance Report 2022/23, Quarter 1
- ❖ Overview and Scrutiny Work Programme

8. OVERVIEW AND SCRUTINY (CUSTOMERS AND PARTNERSHIPS)

- ❖ Work, Health and Well-Being Strategy for Cambridgeshire and Peterborough Consultation Response.
- ❖ Hinchingsbrooke Country Park Investment (Exempt)
- ❖ Overview and Scrutiny Work Programme

(Meeting Abandoned due to news of the passing of Her Majesty the Queen).

21. CABINET

(This item is for Questions for the Chairman of the Cabinet on matters which were discussed at this Cabinet Meeting. General Questions to Cabinet Members should be raised under the previous item – Questions to Members of the Cabinet).

- ❖ Market Towns Programme – Autumn Update (Part Exempt)
- ❖ Corporate Performance Report 2022-23 – Quarter 1
- ❖ Finance Performance Report 2022-23, Quarter 1
- ❖ London-Luton Airport Working Group
- ❖ Hinchingsbrooke Country Park – Updated Business Case (Exempt)

26. DEVELOPMENT MANAGEMENT COMMITTEE

- ❖ 1 Other Application
- ❖ 3 Applications requiring Reference to Development Management Committee
- ❖ Appeal Decisions

28. LICENSING AND PROTECTION COMMITTEE

- ❖ Monitoring Report on the Delivery of the Food Law Enforcement and Health and Safety Service Plans
- ❖ Scheme of Delegation Update – Private Hire Drivers Licences

- ❖ Business and Planning Act 2020 - Pavement Licences
- ❖ Suspension and Revocation of Hackney Carriage and Private Hire Licences

28. CORPORATE GOVERNANCE COMMITTEE

- ❖ Annual Complaints Report 2021/22
- ❖ Annual Governance Statement
- ❖ Implementation of Internal Audit Actions – Outcome of Management Review
- ❖ Implementation of Internal Audit Actions
- ❖ Corporate Governance Committee Progress Report

OCTOBER 2022

5. OVERVIEW AND SCRUTINY PERFORMANCE AND GROWTH)

- ❖ Community Infrastructure Levy Spend Allocation
- ❖ Overview and Scrutiny Work Programme