



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee

17th December 2021

28th January 2022

Councillor Graham Bull

Overview and Scrutiny Committee

13th December 2021

24th January 2022

Councillor Steve Corney

Councillor Doug Dew

Combined Authority Board

26th January 2022

Councillor Ryan Fuller

The above meetings have taken place in December 2021 and January 2022.

Audit and Governance Committee – 17th December 2021 and 28th January 2022

The Audit and Governance Committee met on 17th December 2021; the decision summary is attached as Appendix 1.

The decision summary for the meeting on 28th January 2022 is not yet available.

Overview and Scrutiny Committee – 13th December 2021 and 24th January 2022

The Overview and Scrutiny Committee met on 13th December 2021; the decision summary is attached as Appendix 2.

The decision summary for the meeting on 24th January 2022 is not yet available.

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: 17 December 2021

Agenda/Minutes: [Audit and Governance Committee – 17th December 2021](#)

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	<p>Apologies were received from Cllr Shaz Nawaz, Peterborough County Council who was substituted by Cllr Mohammed Haseeb.</p> <p>Apologies were also received from Cllr's Graham Bull and Mac Maguire, Huntingdonshire District Council; and Cllr Tony Mason, South Cambridgeshire District Council whose substitute Cllr Peter Fane joined the meeting remotely.</p> <p>No disclosable interests were declared.</p>
2	Chair's Announcements	<p>The Chair made the following announcements:</p> <ol style="list-style-type: none"> 1. Given this meeting was rearranged from the scheduled date on 26 November due to issues of quoracy the Chair encouraged members to have a dialogue with their named substitutes to avoid the risk of future meetings being inquorate and having to be abandoned. 2. The Chair informed the Committee of the latest public health guidelines encouraging business at meetings to be reduced and to only consider items which require a timely decision. To that end the Chair proposed to reduce the agenda for the meeting and suggested deferring items 4, 6, 10, 12 and 13 on the agenda to the next meeting of the Committee. This was agreed. 3. The development session on the role of the Audit & Governance Committee and projects would be rescheduled to 2022. 4. The Chair informed the Committee that an Independent Person for the Authority's complaints procedure has been appointed and the decisions had been ratified by the

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		Combined Authority Board. David Pearl had been appointed with the reserve Independent Person being Gillian Holmes.
3	Minutes of the Previous Meeting and Action Notes	The minutes from the meeting held on 24 September 2021 were agreed as a correct record. The Actions from the previous meeting were noted.
4	Combined Authority Update	This item was deferred.
5	Corporate Risk Register	The Committee received the report from the Monitoring Officer The Committee questioned whether risks 21 and 32, related to housing, should be increased and have the same scores, which is currently not the case. This Committee's concerns would be raised with the Director of Housing. The Committee noted the report.
6	Internal Audit	This item was deferred.
7	External Audit	The Committee received the report from the Deputy Finance Officer and Mark Hodgson, from Ernst & Young. The Committee AGREED: a) The management letter of representation for the external audit opinion.
8	Annual Accounts and Annual Governance Statement	The Committee received the report from the Deputy Chief Finance Officer. The Committee AGREED: a) to approve the annual accounts; b) to approve the Annual Governance Statement.
9	Re-tendering Process	The Committee were requested to consider a recommendation to opt into the national scheme for auditor appointments for the period 2023/24 to 2027/28. The Combined Authority Board would be considering this at their January 2022 meeting. The Chair asked the Committee if they were content with the recommendation to opt into the national scheme and make a recommendation to the Combined Authority Board on that basis. The Chair moved to support the recommendation, and this was seconded by Cllr Brown.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>The Committee AGREED:</p> <ul style="list-style-type: none"> a) to support opting into the national scheme for auditor appointments for the period 2023/24 to 2027/28; b) to make a recommendation to the Combined Authority Board on this basis.
10	Climate Change	This item was deferred.
11	Combined Authority Constitution Review	<p>The Committee received the report which asked them to review the amendments to the Combined Authority Constitution following the annual review.</p> <p>The Committee AGREED to:</p> <ul style="list-style-type: none"> a) Approve the revisions following the annual review of the Constitution, subject to the amendment suggested in 11.3 above; b) Recommend the revisions to the Combined Authority Board.
12	Treasury Management Strategy	This item was deferred.
13	Trading Companies	This item was deferred.
14	Work Programme	<p>The work programme was noted.</p> <p>With regard to the deferred item on Trading Companies, there was a request for further information and background on the Combined Authority Board oversight of the subsidiaries as well as a list of the Board members for each Company.</p>
15	Date of next meeting	<p>The Committee would next meet on Friday, 28 January 2022 at 10:00 at Sand Martin House, Peterborough.</p> <p>This was a change of venue from East Cambridgeshire District Council, Ely.</p>

Overview and Scrutiny Committee Decision Summary

Meeting: 13 December 2021

Agenda/Minutes: [Overview and Scrutiny Committee – 13 December 2021](#)

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	Cllr M Goldsack, Cambridgeshire County Council, substituted by Cllr S Count Cllr S Corney, Huntingdonshire District Council substituted by Cllr E Butler.
2.	Declarations of Interest	Cllr D Baigent declared an interest as a member of the Cambridgeshire Cycling Campaign.
3.	Minutes of the Previous Meeting	The minutes of the last meeting were agreed as an accurate record.
4.	O&S Arrangements Update	The Committee received the report from the Interim Head of Governance who provided an update to the Committee on the Overview and Scrutiny Committee arrangements. The Committee considered the Conflicts Protocol presented to them. Whilst there was some consensus on the need for such a protocol, there was agreement that, as presented, it should not be approved. It was agreed that the comments of Members be taken into account and a revised protocol be presented in the new year. The action log was noted, and Members were content with progress.
5.	Draft Sustainable Growth Ambition Statement and 2022/23 Draft Budget and Medium-term Financial Plan (MTFP) 2022 to 2026	The Committee received the report from the Chief Finance officer and Director for Delivery and Strategy. Following the comments of the Committee the Chair stated she would make representation to the Combined Authority Board on the lack of completeness on the budget as it goes out to public consultation. The Chief Finance Officer confirmed a formal note of the questions asked by the Committee and its comments would be part of the formal consultation process and that responses would be provided to the Committee at its meeting in January 2022.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
6.	Devolution Deal	<p>The Committee received the report from the Chair, Cllr Lorna Dupre. It was agreed to forward the report received by the Committee to the Combined Authority Board in its entirety to provide the Board with the opportunity to consider revisiting the Deal. It was agreed to frame a question on the Devolution Deal for the public Mayor's Question Time in March 2022.</p> <p>It was agreed to reconsider the Deal at the Committee on a six-monthly basis commencing in June 2022 so that the Committee might make recommendations to inform development.</p>
7.	Accommodation Strategy	<p>The Committee received the report from the rapporteur, Cllr Mark Goldsack in his absence.</p> <p>It was agreed to receive an update at the next meeting of the Committee with responses to these questions as well as receiving any additional information that will be, by then, known.</p>
8.	Combined Authority Forward Plan	<p>The Forward Plan was noted.</p> <p>As Lead Member for Skills Cllr Coles stated that any changes on who will be the lead officer for Skills in the new year will need to be reported to the Committee as soon as known.</p>
9.	Work Programme	<p>The Committee noted the work programme.</p>
10.	Date and Time of Next Meeting	<p>The next meeting of the Committee is on Monday, 24 January 2022 at 11:00 at Fenland Hall.</p>

Combined Authority Board Decision Summary

Meeting: **Wednesday 26 January 2022**

Published: Monday 31 January 2022

Decision Review deadline: Monday 7 February 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.

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

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.