



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

## Reports from Constituent Council Representatives on the Combined Authority

The following meetings have taken place in October 2024

### **Combined Authority Board, 16 October 2024**

Councillor: S Conboy

Decision Summary Link: [Combined Authority Board \(October\)](#)

### **Skills and Employment Committee, 21 October 2024**

Councillor: S Wakeford

Decision Summary Link: [Skills and Employment Committee \(October\)](#)

### **Investment Committee, 21 October 2024**

Councillor: S Wakeford

Decision Summary Link: [Investment Committee \(October\)](#)

### **Environment and Sustainable Communities Committee, 25 October 2024**

Councillor: S Wakeford

Decision Summary Link: [Environment and Sustainable Communities Committee \(October\)](#)



Any key decision/s set below will come into force and may be implemented after 5.00pm on the fifth clear working day after publication of the decision, unless they are called-in [see note on call in below], with the exception of any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

## **1 Announcements**

The Mayor welcomed everyone to the meeting, and advised he would be using his prerogative as Mayor to adjust the running order of the meeting.

**Note, the items were taken in the following order: 1-7, 9-18, 8.**

## **2 Apologies for Absence**

Apologies were received from Councillor Dennis Jones (Councillor Mohammed Jamil substituting), Councillor Anna Smith (Councillor Mike Davey substituting) and Councillor Edna Murphy.

## **3 Declaration of Interests**

There were no declaration of interests made.

## **4 Combined Authority Membership Update**

It was resolved to:

- A Note the changes in membership from East Cambridgeshire District Council on the Combined Authority's Skills and Employment Committee.
- B Note the temporary change in substitute member from Fenland District Council on the Combined Authority's Audit and Governance Committee.
- C Note the temporary change in substitute member from Huntingdonshire District Council on the Combined Authority Board for the November meeting.
- D Note the change of substitute member from Cambridge City Council on the Combined Authority's Investment Committee.**
- E Note the appointment of a member of the Combined Authority's Investment Committee to a new Business Growth Steering Group.**

## **5 Minutes of the previous meeting**

The minutes of the meeting on 4 September 2024 were approved as an accurate record and signed by the Mayor. The action log was noted.

## **6 Petitions**

No petitions were received.

## **7 Public and Member Questions**

Two public questions and two member questions were received. The questions and responses are published [here](#).

## 8 Motions

An amended motion was proposed by Councillor Mike Davey and seconded by Councillor Mohammed Jamil. The amendment was agreed by a majority vote and the substantive motion was then carried.

This Authority notes:

- The Labour Government has made the difficult decision to means test Winter Fuel Payments. This means that they will only continue to be received by those in receipt of Pension Credit and other benefits.
- The significant public concern about the impact of this change. Rising cost of living pressures have taken their toll in recent years, especially given the context of the numbers of older people left in a financially challenging and vulnerable position by the actions and management of the economy by the previous Conservative government. Government modelling estimates that the level of fuel poverty in 2024 will be 12.7% , whilst some estimates place the number of single pensioner households living in poverty between 20 and 23%. Age UK has suggested that at least 1.6 million pensioners living in poverty are not claiming eligible benefits, of which 1 million may currently be entitled to qualifying benefits but not claiming them. The position for our older residents is stark.
- Many pensioners who would be eligible for pension credit do not currently claim it. Research suggests that this is both because potential claimants are unaware that they are eligible and, to a lesser but significant extent, because they can feel uncomfortable in claiming benefits.
- The Energy Price Cap is due to rise by 10% in October, which makes it even more important that all residents are able to access all possible support available to them.

This Authority further notes:

- The financial shock experienced as a result of the disastrous Truss-Kwarteng minibudget, and the significant budgetary pressures imposed on the incoming Labour Government as a result of the serial mismanagement of the UK economy, best characterised by that budget, And especially the £22bn black hole in our nation's finances, which is the context for the current chancellor's decision.
- The Government's commitment to the pensions triple lock, which is expected to deliver an increase of approximately £400 for those on the full new state pension.
- The continuation of the £150 Warm Home Discount for low-income households from October and the extension of the Household Support Fund with £421 million, which can be used to ensure local authorities can support vulnerable people and families.
- The low take up of Pension Credit with only 63% of those eligible nationwide receiving it – and over 880,000 pensioners not doing so. This Authority recognises the role we all have to play to increase awareness of benefits such as Pension Credit to ensure people get access to the support they are entitled to.
- It is vital, therefore, that we all make every effort to help eligible pensioners claim pension credit and other allowances they may be entitled to both highlighting eligibility as well as challenging concerns around claiming entitlements.

This Authority resolves to:

- Publicly support and endorse the work of our relevant constituent councils in their awareness campaigns to maximise uptake of pension credits, encouraging them all to use the Low-Income Families Tracker (LIFT) to identify those who are eligible.
- Request that the Mayor and all Board Members sign a joint letter to the Chancellor of the Exchequer, asking the government to ensure that vulnerable pensioners, particularly those who do not claim Pension Credit, are protected from fuel poverty as part of it Warm Homes Plan, as well as considering what support can be given to help

people reduce their energy bills and consumption.

- Commit the Authority to working collaboratively across in Cambridgeshire and Peterborough to support residents during the cost of living crisis, as has recently happened in the Transport and Infrastructure Committee's decision to extend of free travel for those with concessionary bus passes into peak hours from May 2025.
- Encourage local efforts to promote, as the government has advised, Pension Credit uptake through constituent council services and partnerships with local charities and community organisations to ensure that all eligible pensioners in Cambridgeshire and Peterborough are supported in claiming their entitlement, and to be clear that there is no stigma in being in receipt of means-tested benefits

## **9 Forward Plan**

It was resolved to:

- A Approve the Forward Plan for October 2024.

## **10 Combined Authority Chief Executive Highlights Report**

It was resolved to:

- A Note the contents of the report.

## **11 Improvement Framework - Next Steps**

It was resolved to:

- A Note the contents of the letter from Max Soule, Deputy Director, Local Government Intervention and Stewardship, Ministry of Housing, Communities and Local Government
- B Recognise the progress that has been made and the work undertaken by staff, Elected Members, partners and agencies to address the areas of identified improvement
- C Note the close down arrangements for the current improvement programme (phase 3)
- D Note the proposed role for the Independent Advisory and Support Group (formerly the Independent Improvement Board) and the draft Terms of Reference
- E Agree the end date for the Independent Advisory and Support Group

## **12 Shared Ambition for Cambridgeshire & Peterborough**

It was resolved to:

- A Note the significant engagement and work with partners and stakeholders across the region to develop the Shared Ambition for Cambridgeshire & Peterborough.
- B Approve the Shared Ambition for Cambridgeshire & Peterborough.
- C Approve the approach to the implementation and monitoring of delivery of the Shared Ambition.

## **13 State of the Region**

It was resolved to:

- A Approve the State of the Region 2024 Report and Dashboard as the Combined Authority's core evidence base, to inform all investment decisions, policy, strategy and business case development.

- B Note State of the Region 2024 Summary Slides.
- C Note plans to strengthen the evidence base on an ongoing basis, including SOTR dashboard updates as new data becomes available, and an annual report.

#### **14 Gateway Review Mid-Term Report**

It was resolved to:

- A Note the findings of the Ministry for Housing, Communities & Local Government (MHCLG) Gateway Review 2 (GR2) Mid-Term Report for the period 2020/21-2025/26.
- B Note how the Combined Authority is responding to themes from the Gateway Review 2 Mid-Term report.
- C Note planned next steps prior to submission of the GR2 Final Report in October 2025.

#### **15 Greater South East Net Zero Hub Budgets**

It was resolved to:

- A Agree the Home Upgrade Grant Phase Two (HUG2) and the Local Net Zero Accelerator (LNZA) Revised Budgets for 2024/25 set out in Table 1
- B Note the Revised Budgets for the projects set out in Table 2 agreed under the Executive Director of Place and Connectivity's delegated authority at the GSENZ Board meeting on 3rd September 2024
- C Agree the necessary revisions to the Combined Authority's Medium-Term Financial Plan

#### **16 Cambridgeshire and Peterborough Business Growth Company Limited**

It was resolved to:

- A Instruct officers to undertake the actions required to wind-up the Cambridgeshire & Peterborough Business Growth Company Limited.
- B Appoint an additional director, Kate McFarlane, Director Policy and Engagement to the Board of the Cambridgeshire & Peterborough Business Growth Company Limited in order to oversee and support the orderly closure of the company

#### **17a Proposed changes to Constitution to meet the requirements of the Procurement Act 2023**

It was resolved to:

- A Approve the attached changes to the Contract procedure Rules (CPR's) within the constitution which will become effective when the new legislation is implemented.

#### **18a New Digital Connectivity Strategy 2025-2029 KD2024/013**

It was resolved to:

- A approve the new Digital Connectivity Strategy 2025-2029

#### **18b Electric Vehicles**

It was resolved to:

- A approve the Cambridgeshire and Peterborough Electric Vehicles Infrastructure Strategy
- B note the progress on Electric Vehicles and Local Electric Vehicle Infrastructure (LEVI)

business case

**18c English National Concessionary Travel Scheme -Local Concession Proposal for pre 09.30 Bus Travel KD2024/046**

It was resolved to:

- A (using its powers as a local Travel Concession Authority) introduce a local concession allowing pre 9:30 travel for all passholders within the Cambridgeshire & Peterborough Travel Concession Area from May 2025
- B delegate authority to the Assistant Director for Transport (Public Transport Services) to engage with local operators from the date of decision through to May 2025 to ensure the new local concession is implemented for that date, providing updates to this committee.

**18d Local Transport and Connectivity Plan and Associated Strategies**

It was resolved to:

- A delegate authority to the Assistant Director for Transport in consultation with the Chief Finance Officer and Monitoring Officer to enter into one or more contracts with the relevant delivery body, as needed to continue the development of the LTCP sub strategies

Notes:

- a) Statements in **bold type** indicate additional resolutions made at the meeting.
- b) Five Members of the Overview and Scrutiny Committee may call-in a key decision of the Mayor, the Combined Authority Board or an Officer for scrutiny by notifying the Monitoring Officer, except for any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.



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<b>3</b>	<b>Minutes of the previous meeting</b>
	The minutes of the meeting on the 29 July 2024 were approved as an accurate record. The Action Log was noted by the Committee.
<b>6</b>	<b>Director's Highlight Report</b>
	RESOLVED: A. To note the report
<b>7</b>	<b>In-Year Performance Review: Skills Funded Provision 2023-24</b>
	RESOLVED: A. To note the current in-year performance of Combined Authority funded Skills programmes
<b>8</b>	<b>Further Education Cold Spots</b>
	RESOLVED: A. To note the presentation on FE Cold Spots.
<b>9</b>	<b>Skills Bootcamps - Wave 5 Commissioning Update and 2025-26 FY (Wave 6) Plan</b>
	RESOLVED: A. To note the update of the outcome of the Wave 5 procurement B. To note the update on the bid submitted to DfE to secure funding for Skills Bootcamps for FY2025/26 C. Subject to confirmation of grant funding of £3,511,946 from Department for Education (DfE), the Skills and Employment Committee recommends that the Combined Authority Board accept the grant funding to deliver Wave 6 Skills Bootcamp for FY 2025/2026 D. Subject to confirmation of grant funding approval from Department for Education (DfE), the Skills and Employment Committee recommends that the Combined Authority Board delegate authority to the Assistant Director for Skills and Employment, in consultation with the Chief Finance Officer and Monitoring Officer to: i. Enter into, sign and award grant agreements; ii. Enter into, sign and award contracts and extend contracts with existing providers where appropriate; iii. Carry out a relevant procurement exercise, for the delivery of wave 6 Skills Bootcamps funding and award and sign contracts with successful providers.
<b>10</b>	<b>Future Brokerage and Skills Support for Business</b>
	RESOLVED: A. To note the current plan to transition the regions Skills Brokerage Service (Growthworks with Skills) post UK Shared Prosperity (UKSPF) funding in March 2025 B. To endorse proposals to continue service delivery through CPCA funds
<b>11</b>	<b>Adult Skills - Current and Future Commissioning</b>
	RESOLVED: A. To note CPCA's approach to commissioning adult skills for 2025 and beyond B. To recommend that the CA Board approves the transitional commissioning plan for private and third-sector providers for delivery from 1.8.25 and beyond as set out in

	<p>section 3.6 of the report.</p> <p>C. To recommend that the CA Board agrees to the development of an Adult Skills Commissioning Strategy 2025-2028</p>
<b>13</b>	<b>Budget &amp; Performance Report</b>
	<p>RESOLVED:</p> <p>A. To note the financial position of the Skills Division for the financial year 24/25 to June 2024.</p>

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<b>1</b>	<b>Apologies for Absence</b>
	Apologies were received from Cllr Sharp.
<b>3</b>	<b>Minutes of the previous meeting</b>
	The minutes from the meeting held on 29 August 2024 were approved as an accurate record. The Action Log was noted.
<b>4</b>	<b>Investment Committee Concept Papers</b>
	<u>RESOLVED:</u> A. To note and comment upon the concept papers prior to their presentation CPCA Board at its meeting on 13 November 2024:
<b>5</b>	<b>Single Assurance Framework Business Case Approvals - Investment Committee decision: Climate Programme Bidding Fund Outline Business Case (OBC)</b>
	<u>RESOLVED:</u> A To approve the Outline Business Case, and £102,000 revenue for the bidding round and development of the Full Business Case
<b>6</b>	<b>Single Assurance Framework Business Case Approvals: Chief Executive Officer Decisions</b>
	<u>RESOLVED:</u> A. To note the Chief Executive business case decisions for projects less than £1m under the Single Assurance Framework.
<b>7</b>	<b>CA Subsidiary Companies and Equity Interests</b>
	<u>RESOLVED:</u> A. To note the subsidiary company information and current equity holdings of the Combined Authority
<b>8</b>	<b>Peterborough R&amp;D Property Company Limited (PropCo2) - Shareholder Agreement and Lease</b>
	<u>RESOLVED:</u> The Investment Committee resolved to:  A. Recommend to the CPCA Board that the CPCA complete a shareholder's agreement with PropCo2 and ARU including the issuance of 3 million shares to the Combined Authority and up to 1.5 million shares to ARU in return for cash or an in-kind investment of up to £1.5m, subject to the final version of the shareholder agreement being approved by the Monitoring Officer in consultation with the Chief Finance Officer, the Executive

	<p>Director Economy and Growth, <b>and the Chair of the Investment Committee, Mayor Dr Nik Johnson</b></p> <p>B. Recommend to the CPCA Board that the CPCA agree to provide shareholder approval for PropCo2 to enter into an agreement to lease the whole of the Phase 2 building to Anglia Ruskin Enterprise Limited subject to the final version of the lease being approved by the Monitoring Officer in consultation with the Chief Finance Officer, the Executive Director Economy and Growth, <b>and the Chair of the Investment Committee, Mayor Dr Nik Johnson</b></p> <p><b>NB.</b> Text in bold is in addition to the original recommendations</p>
<p><b>9</b></p>	<p><b>Single Assurance Framework: Reporting of Major Project Performance and Risk</b></p>
	<p><u>RESOLVED:</u> The Investment Committee resolved to:</p> <p>A. Note the performance against major projects supported by Cambridgeshire and Peterborough Combined Authority (CPCA)</p> <p>B. Note the summary of the wider CPCA project landscape</p>

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**Environment and Sustainable Communities Committee: Decision  
Summary**

**Meeting: Friday, 25 October 2024**

**Published: Monday 28 October 2024**



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<b>1</b>	<b>Announcements, Apologies for Absence and Declarations of Interest</b> Apologies were received from the Chair, Cllr Bridget Smith and Tim Jones, Business Board member. In Cllr Smith's absence the Vice-Chair of the Committee, Cllr Davenport-Ray chaired the meeting.
<b>2</b>	<b>Declarations of Interest</b> No declarations of interest were made.
<b>3</b>	<b>Minutes and Action Log</b> The minutes of the meeting on 31 July 2024 were approved as an accurate record. The action log was noted by the Committee.
<b>4</b>	<b>Public Questions</b> No public questions were received.
<b>5</b>	<b>Combined Authority Forward Plan</b> RESOLVED: A. To note the Combined Authority Forward Plan
<b>6</b>	<b>Great Ouse Valley Trust</b> RESOLVED: A. To note the presentation on the Great Ouse Valley Trust
<b>7</b>	<b>National Highways (A428 Environmental Enhancements)</b> RESOLVED: A. To note the presentation by National Highways on the A428 Environmental Enhancements
<b>8</b>	<b>Director's Highlight Report</b> RESOLVED A. To note the Director's Highlight Report
<b>9</b>	<b>Affordable Housing Programme – Update on Implementation</b> RESOLVED: A. To note the update in the report
<b>10</b>	<b>Local Nature Recovery Strategy</b> RESOLVED: A. To note the update on the progress of the Local Nature Recovery Strategy (LNRS) and updated timeline

11	<p><b>Infrastructure Delivery Framework – Final Draft</b></p> <p>RESOLVED:</p> <p>A. To recommend to the Board to approve the final report of the Infrastructure Delivery Framework (IDF).</p> <p>B. To approve the next steps of the CPCA working with Place Directors, across the constituent authorities to develop project concepts and an action plan to address infrastructure issues.</p>
12	<p><b>Climate Programme Delivery</b></p> <p>RESOLVED:</p> <p>A. To note and endorse the approach to the further development of the Climate Action Plan review for 2025-30 and in particular to ensure the Plan is co- produced and co-owned</p> <p>B. To note the progress on developing the projects within the Climate Programme since the last Committee in July 2024</p> <p>C. To note the plans for the launch of the Opportunity Fund bidding round later this year.</p> <p>D. <b>To meet informally in January 2025 to review opportunity fund bids before they are presented to the Investment Panel in February*</b></p> <p>*text in <b>bold</b> denotes an additional recommendation</p>
13	<p><b>Greater South East Net Zero Hub Update</b></p> <p>RESOLVED:</p> <p>A. i) To note the national issues with delivery of previous retrofit schemes that the GSENZ Hub have delivered, the reputational and financial risk to the CPCA and the GSENZ Hub.</p> <p>ii) To agree to the GSENZ Hub undertaking a prompt engagement exercise with the Hub Board and consortia members alongside a risk assessment to inform a final decision whether to submit an expression of interest as the Contracting Authority and Accountable Body for the new Government’s Warm Homes: Local Grant.</p> <p>B. To recommend to the CA Board to delegate authority to the Executive Director of Place and Connectivity to work with the Chair of ESC to evaluate the engagement evidence and outcome of the risk assessment and to conclude whether to submit an Expression of Interest as the application timeline requires decision between committee dates.</p> <p>C. To recommend to the CA Board that the ‘GSENZ Hub is approved to apply on behalf of local authorities in the GSENZ Hub consortia to deliver the Warm Homes: Local Grant scheme’. On the condition that the outcome from recommendations A &amp; B concludes this is the appropriate decision and to report this decision back to the CA Board.</p>
14	<p><b>Budget and Performance Report</b></p> <p>RESOLVED:</p> <p>A. To note the financial position of the Environment and Sustainable Communities Division for the financial year 24/25 to the end of the first quarter, June 2024</p> <p>B. To note the current Environment and Sustainable Communities budgets within the Combined Authority’s Medium-Term Financial Plan and Capital Programme</p>

<b>15</b>	<b>Environment and Sustainable Communities Committee Work Programme</b> RESOLVED A. To note the Committee Work Programme
<b>16</b>	<b>Date of next meeting</b> The date of the next meeting was confirmed as Wednesday 11 December 2024.