



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

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

The following meetings have taken place in November 2024

### **Transport and Infrastructure Committee, 4 November 2024**

Councillor S Wakeford

Decision Summary Link: [Transport and Infrastructure Committee \(November\)](#)

### **Overview and Scrutiny Committee, 7 November 2024**

Councillors N J Hunt and J Neish

Decision Summary Link: [Overview and Scrutiny Committee \(November\)](#)

### **Audit and Governance Committee, 8 November 2024**

Councillor P Hodgson-Jones

Decision Summary Link: [Audit and Governance Committee \(8 November\)](#)

### **Business Board, 11 November 2024**

Decision Summary Link: [Business Board \(November\)](#)

### **Combined Authority Board, 13 November 2024**

Councillor S J Conboy

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

### **Audit and Governance Committee, 28 November 2024**

Councillor P Hodgson-Jones

Decision Summary Link: [Audit and Governance Committee \(28 November\)](#)



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.

**3 Minutes of the previous meeting and Action Log**

The minutes of the meeting on 22 July 2024 were approved as an accurate record.  
The Action Log was noted by the Committee.

**5 Forward Plan**

RESOLVED:

To note the Combined Authority Forward Plan.

**6 Director's Highlight Report**

RESOLVED:

To note the Director's highlight report.

**7 Fen Roads: Economic Impact Assessment for Peat Soil Affected Roads**

RESOLVED:

To note the draft scope for the Economic Impact Assessment for Peat Soil Affected Roads and provide feedback.

**8 Ely to Cambridge Corridor Study**

RESOLVED:

A. To note progress on the Ely to Cambridge Corridor Study.

B. To note that CPCA and partners will commence a strategic gateway review in November 2024

**9 A141 and St. Ives Improvement Study – Update on Progress and Public Consultation**

RESOLVED:

A To note the update on A141 & St. Ives Improvement Study project progress and delivery including public consultation exercise

**10 Greater Cambridge Transport Strategy (GCTS)**

RESOLVED:

A. To note the update on the Greater Cambridge Transport Strategy (GCTS).

B. To recommend to the Combined Authority Board to delegate authority to the Assistant Director - Transport in consultation with the Chief Finance Officer and Monitoring Officer to enter into one or more contracts or Grant Funding Agreements with the relevant delivery body (consultancy or Cambridgeshire County Council), as needed to continue the development of the GCTS

**11 Wisbech Rail (also known as March to Wisbech Modal Appraisal)**

RESOLVED:

- A. To note the Wisbech Rail project and the Network Rail Strategic Option Appraisal Report.
- B. To agree the Committee's preferred next steps

**12 Infrastructure Delivery Framework - Update**

RESOLVED:

- A. To note the report, first presented to the Environment and Sustainable Communities Committee, recommending that the CA Board approve the final report of the Infrastructure Delivery Framework (IDF
- B. To note the next steps of the CPCA working with Place Directors across the constituent authorities to develop projects to address infrastructure issues

**13 Budget Report**

RESOLVED:

- A. To note the financial position of the Transport Division for the financial year 24/25 to September 2024

**14 Work Programme**

RESOLVED:

- A. To note the Work Programme

**16 Bus Network Update**

RESOLVED:

To note the progress on the improvements to the Bus Network.

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.

**Overview and Scrutiny Committee: Decision Summary**  
**Meeting: Thursday, 7 November 2024**  
**Published:**  
**Decision Review Deadline:**



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<b>1</b>	<b>Apologies for Absence</b>
	Apologies received from Cllr Inskip substituted by Cllr Shepherd, Cllr Goldsack substituted by Cllr Count, Cllr Sennitt-Clough, Cllr Vellacott
<b>2</b>	<b>Declaration of Interests</b>
	There were no declaration of interests made.
<b>3</b>	<b>Public Questions</b>
	No public questions were received.
<b>4</b>	<b>Minutes of the previous meeting</b>
	The minutes of the meeting on 11 <sup>th</sup> July 2024 were approved as an accurate record.  The Action Log was noted by the Committee.
<b>5</b>	<b>Improvement Framework - Next Steps</b>
	The Committee received the report which provided information on the closure of the best value improvement programme (phase 3) and next steps.  The Committee 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 wider project plan for activity post the lifting of the Best Value Notice D Note the close down arrangements for the existing improvement programme (phase 3) E Note the proposed role for the Independent Advisory and Support Group (formerly the Independent Improvement Board) and the draft Terms of Reference F Note the current proposed end date for the Independent Advisory and Support Group as end of May 2025 (last working day 30 May 2025).
<b>6</b>	<b>Corporate Performance Report Q1 and Q2 24/25</b>
	The Committee received the report which provided the Committee with the Q1 and Q2 2024/25 Performance Update.  The Committee RESOLVED to note the report.
<b>7</b>	<b>Chair for Transport &amp; Infrastructure Committee</b>

	The Committee received a verbal update from the Chair for Transport & Infrastructure Committee.
<b>8</b>	<b>Budget Scrutiny Working Group Feedback</b>
	The Committee received the report from the budget working group which provided feedback and advised of the recommendations that had been made.
<b>9</b>	<b>Forward Plan</b>
	The Committee received updates from the rapporteurs for the Thematic Committees.  It was resolved to note the Forward Plan.
<b>10</b>	<b>Work Programme</b>
	It was resolved to note the work programme.
<b>11</b>	<b>Date of Next Meeting</b>
	The next meeting is scheduled for 16 <sup>th</sup> January. The meeting venue is CPCA Meeting Room, Pathfinder House, Huntingdonshire DC.

Notes:

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<b>1</b>	<b>Apologies for Absence</b>
	Apologies received from Cllr Brown.
<b>2</b>	<b>Declaration of Interests</b>
	There were no declaration of interests made.
<b>3</b>	<b>Chair's Announcements</b>
	The Chair made the following announcements:  1) Remind members that there would be a private meeting at the close of the public meeting.
<b>4</b>	<b>Minutes of the previous meeting</b>
	The minutes of the meeting on 26 <sup>th</sup> September 2024 were approved as an accurate record.  The Action Log was noted by the Committee.  The Chair queried what progress had been made in relation to the recruitment for the Independent Member and officers advised the recruitment process was due to begin in the next few weeks. The Chair suggested that a press release should be issued when the advert went live.
<b>5</b>	<b>CPCA Update</b>
	The Committee received a verbal update from the Executive Director for Resources.
<b>6</b>	<b>Corporate Risk Report</b>
	The Committee received the report which requested they review the Corporate Risk Register, the risk appetite approach and a deep dive into a specific risk.  The Committee RESOLVED:  A To endorse the Corporate Risk Register, Dashboard and Heatmap B To undertake a deep dive into Future Funding risk C To review the schedule of deep dives D To endorse the risk appetite approach and review the draft statement
<b>7</b>	<b>2024/25 Treasury Management Mid-Year Review</b>

	<p>The Committee received the report which requested they review the in-year performance against the prudential indicators included within the Treasury Management and Capital Strategies.</p> <p>The Committee RESOLVED:</p> <p>To note the in-year performance against the adopted prudential and treasury indicators.</p>
<b>8</b>	<b>Update on Cambridgeshire and Peterborough Combined Authority Subsidiary Companies</b>
	<p>The Committee received the report which provided an update concerning the status of the Combined Authority's subsidiary companies and the work being undertaken in relation to the administration and decision-making of those interests.</p> <p>The Committee RESOLVED to:</p> <p>A To Note the information provided on subsidiary companies of the Combined Authority  B To note the role of the Investment Committee and the Combined Authority Board in relation to the decision-making relating to Combined Authority subsidiary company interests  C To agree to receive further updates on combined authority subsidiary company matters</p>
<b>9</b>	<b>Internal Audit - Progress Report</b>
	<p>The Committee received the report which provided the progress report from the Internal Auditors, RSM.</p> <p>The Committee RESOLVED to note the report.</p>
<b>10</b>	<b>External Audit - Verbal Update</b>
	The Committee received a verbal update from the External Auditor
<b>11</b>	<b>Work Programme</b>
	<p>It was resolved to:</p> <p>A Note the committee work programme  B Agree that the February meeting be rescheduled to the 21<sup>st</sup> February.</p>
<b>12</b>	<b>Date of Next Meeting</b>
	The next meeting is scheduled for 28 <sup>th</sup> November at 10am. The meeting venue is Pathfinder House, Huntingdonshire District Council.

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**1 Apologies for Absence**

No apologies were received.

**2 Minutes of the previous meeting**

The minutes of the meeting held on 8 July 2024 were approved as an accurate record. The Action Log was noted.

**3 Declaration of Interests**

Charlotte Horobin declared an interest in regards to her role at the Chambers of Commerce, specifically around the Local Skills Improvement Plan.

Tim Jones declared an interest as Chair of Alia.

**4 Combined Authority Forward Planning**

The Chair asked members of the Business Board to flag any topics with officers that they feel it would be beneficial for the board to discuss or hold a specialised session around.

**5 Business Board Chair's Update**

The Chair updated the Board on meetings and discussions held since the last Board meeting and upcoming opportunities.

**6 Business Board Feedback from Thematic Committees**

Verbal updates were received from the Business Board representatives on the Combined Authority's Thematic Committees, looking at items covered at the previous meetings.

**7 CPCA Director's Update**

The Executive Director for Economy and Growth spoke to the Board about the developing Local Growth Plan and some implications and opportunities arising from the Autumn Budget.

**8 Constituent Authority Update**

The Economic Development Manager for Cambridge City Council updated the Business Board on the constituent authority's key priorities, talking through the Economic Development Priorities.

**9 Budget and Performance Report**

It was resolved to:

- A Note the financial position of the Business Division for the financial year 24/25 to September 2024



## **10 Combined Authority Subsidiary Companies and Equity Interests**

It was resolved to:

- A Note the subsidiary company information and current equity holdings of the Combined Authority.

## **11 Future Brokerage and Skills Support for Businesses**

It was resolved to:

- A Receive an overview of the current plan to transition the regions Skills Brokerage Service (Growthworks with Skills) post UK Shared Prosperity (UKSPF) funding in March 2025
- B Support the endorsement given by Employment and Skills Committee on the 21st October 2024, to continue service delivery as outlined within this paper.

## **12 Skills Performance Overview Report**

It was resolved to:

- A Note and comment on the update provided within this report.

## **13 UK Shared Prosperity Fund and Rural England Prosperity Fund Update**

It was resolved to:

- A Note the updates contained within this report

## **14 Economy & Growth Concept Papers and Business Cases**

It was resolved to:

- A Note the update on current Concept Papers in development within Economy and Growth
- B Note the update on the Full Business Case in development for Cambridge Impact Fund

## **15 Date of Next Meeting**

The next meeting is scheduled for Monday 20 January at 2.30pm. The meeting will be held virtually.

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**2 Apologies for Absence**

Apologies were received from John O'Brien, Chair of the Cambridgeshire and Peterborough Integrated Care Board.

**3 Declaration of Interests**

There were no declaration of interests made.

**4 Minutes of the previous meeting**

Clarification was provided regarding a public question asked at the previous meeting.

The minutes of the meeting on 16 October 2024 were approved as an accurate record and signed by the Mayor. The Action Log was noted.

**5 Petitions**

No petitions were received.

**6 Public Questions**

One public question was received. The question and response are published [here](#) (when available).

**7 Forward Plan**

It was resolved to:

- A Approve the Forward Plan for November 2024.

**8 Combined Authority Chief Executive Highlights Report**

It was resolved to:

- A Note the content of the report

**9 Homes England Strategic Place Partnership - KD2024/056**

It was resolved to:

- A Approve the entering of a Memorandum of Understanding with Homes England to agree a Strategic Place Partnership (SPP) and all the outlined governance arrangements associated with the SPP.
- B Approve the formation of the Strategic Place Partnership Board and the development of a five-year Partnership Business Plan and annual Delivery Plans.
- C Delegate to the Mayor and Chief Executive to finalise the Memorandum of Understanding with Homes England.
- D Note the governance arrangements for the Combined Authority to engage constituent councils to inform and contribute to the business and delivery plans.

## **10 Budget Monitoring Update - KD2024/060**

It was resolved to:

- A Note the financial performance of the Combined Authority with actuals as at 30th September 2024.
- B Approve that the underspend on transport budgets is set aside to meet future passenger transport related services as set out in paragraphs 3.7 and 3.8.
- C Note the decisions taken by the Chief Executive and Investment Committee under powers delegated by the Board as set out in section 6 of this report.
- D Approve the continuation of the Tiger Pass scheme beyond its current end date of May 2025 and approve that the in-year underspend on the scheme is set aside in an earmarked reserve as set out in section 7 of the report in order to fund its extension.
- E Approve to set aside £225k from the 2024/25 Programme Response Fund to support the continuation of the Changing Futures project over three years from 2025/26.

## **11 DRAFT 2025/26 Corporate Strategy and Budget and Medium-Term Financial Plan - KD2024/005**

It was resolved to:

- A Note the developing draft Corporate Strategy following refresh.
- B Approve the draft budget for 2025-26 and the Medium-Term Financial Plan 2025-26 to 2028-29 as set out in this report and accompanying appendices for consultation.
- C Note that the budget currently assumes that the Mayoral Precept is maintained at its current Band D equivalent level of £36 and that the Mayor will seek views on whether to maintain the Precept at this level or apply an uplift of 4.99%, resulting in a Band D equivalent of £37.80. This is set out in paragraphs 2.84 and 2.85 of the report and Appendix 1.
- D Note the further work being undertaken in relation to the bus fare cap and that the revenue funding options will be reviewed with partners to identify potential mitigation opportunities for consideration in the final budget. See also paragraph 2.22 of the report.
- E Approve the timetable for consultation and those to be consulted.

## **12 Corporate Performance Report, Q1 and Q2 2024/25**

It was resolved to:

- A Scrutinise performance information relating to the Combined Authority's Corporate Key Performance Indicators.
- B Scrutinise performance information relating to the Combined Authority's Most Complex Programmes and Projects.
- C Scrutinise performance information relating to the Combined Authority's Headline Priority Activities.
- D Note progress to evaluate the impact of the Devolution Deal Investment Fund in a Gateway Review.
- E Note progress to implement the Combined Authority's Performance Management Framework.

## **13 Corporate Risk Report and Risk Appetite Statement**

It was resolved to:

- A Note the Corporate Risk Register, Dashboard and Heat Map
- B Approve the Corporate Risk Appetite Statement
- C Note progress of Audit & Governance Deep Dives

#### **14 Review of Investment Concept Papers KD2024/042**

It was resolved to:

- A Approve the concept paper for Extending Retrofitting your Home to be developed as a formal business case.
- B Approve the concept paper for Fen Roads Trial to be developed as a formal business case.
- C Approve the concept paper for Domestic Energy Efficiency and Low Carbon Heating to be developed as a formal business case.

#### **15 Bootcamps Update - KD2024/051**

Subject to confirmation of grant funding of £3,511,946 from Department for Education (DfE), it was resolved to:

- A Accept the grant funding to deliver Wave 6 Skills Bootcamp for FY 2025/2026
- B Delegate authority to the Assistant Director for Skills and Employment, in consultation with the Chief Finance Officer and Monitoring Officer to:
  - Enter into, sign and award grant agreements;
  - Enter into, sign and award contracts and extend contracts with existing providers where appropriate;
  - Carry out a relevant procurement exercise, for the delivery of wave 6 Skills Bootcamps funding and award and sign contracts with successful providers.

#### **15 Adult Skills Fund - KD2024/061**

It was resolved to:

- A Approve the transitional commissioning plan for private and third-sector providers for delivery from 1.8.25 and beyond as set out in section 3.6 of this report.
- B Agree to the development of an Adult Skills Commissioning Strategy 2025 - 2028

#### **16 Infrastructure Delivery Framework - Final Draft KD2024/049**

It was resolved to:

- A Approve the final report of the Infrastructure Delivery Framework
- B 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

#### **16 GSENGH delivery of Warmer Homes – Local Grant Scheme**

It was resolved to:

- A 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
- B Approve for 'the GSENGH Hub to apply on behalf of local authorities in the GSENGH Hub consortia to deliver the Warm Homes: Local Grant scheme'.

#### **17 Greater Cambridge Transport Strategy – Update**

It was resolved to:

- A Delegate authority to the Assistant Director - Transport in consultation with the Chief Finance Officer and Monitoring Officer to enter into one or more contracts or Grant Funding Agreements with the relevant delivery body (consultancy or Cambridgeshire County Council), as needed to continue the development of the GCTS.

**18 Peterborough R&D Property Company Limited (PropCo2) - KD2024/050**

It was resolved to:

- A Approve 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 and the Executive Director Economy and Growth
- B Approve 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 and the Executive Director Economy and Growth

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<b>1</b>	<b>Apologies for Absence</b>
	Apologies received from Cllr Brown substituted by Cllr Horgan, Cllr Harvey, Cllr Hodgson-Jones.
<b>2</b>	<b>Declaration of Interests</b>
	There were no declaration of interests made.
<b>3</b>	<b>Chair's Announcements</b>
	The Chair made the following announcements:  The Chair would be reordering the agenda so that the External Auditors item and the accounts would be taken first. The committee would then revert back to the original agenda order.
<b>4</b>	<b>Minutes of the previous meeting</b>
	The minutes of the meeting on 8 <sup>th</sup> November were approved as an accurate record.  The Action Log was noted by the Committee.
<b>5</b>	<b>CPCA Update</b>
	The Executive Director for Resources provided an update on recent CPCA activities including items that had been approved at CA Board; staff survey, bus consultation, visit from GMA Mayor and the CPCA response to the National Industrial Strategy.
<b>6</b>	<b>GDPR Policies</b>
	The Committee received the report from the Data Protection Officer which provided the updated GDPR policies.  The Committee noted the report.
<b>7</b>	<b>Corporate Risk</b>
	The Committee received the report which provided the corporate risk register for review and a deep dive into a specific risk.  The Committee agreed to:  A To endorse the Corporate Risk Register, Dashboard and Heatmap for November 2024. B To undertake a deep dive into Failure to deliver work programmes within budget and planned timeframes and Inflation risks.

<b>8</b>	<b>External Audit Results &amp; Value for Money Opinion</b>
	<p>The Committee received the report from the External Auditor which provided the results and value for money opinion for the year 22/23.</p> <p>The Committee noted the report.</p>
<b>9</b>	<b>Financial Accounts &amp; Annual Governance Statement</b>
	<p>The Committee received the report which provided the financial accounts and annual governance statement for the year 22/23.</p> <p>The Committee reviewed and approved the audited statement of accounts 2022/23.</p>
<b>10</b>	<b>Work Programme</b>
	<p>It was resolved to note the work programme and agree to extend the February meeting to allow time for the number of agenda items.</p>
<b>11</b>	<b>Date of Next Meeting</b>
	<p>The next meeting is scheduled for 21<sup>st</sup> February 2025. The meeting venue is CPCA Meeting Room, Pathfinder House, Huntingdonshire DC.</p>
<b>12</b>	<b>Code of Conduct Update</b>
	<p>The Committee received the report which provided an update on the code of conduct matters.</p> <p>The Committee resolved to note the report.</p>
<b>13</b>	<b>Exclusion of the Press and Public</b>
	<p>It was resolved that the press and public be excluded from the meeting on the grounds that the next 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. The public interest in maintaining the exemption must be deemed to outweigh the public interest in its publication.</p>
<b>14</b>	<b>Report of the Monitoring Officer</b>
	<p>The Committee received and noted the report from the Monitoring Officer.</p>