



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Reports from Constituent Council Representatives on the Combined Authority

The following meetings have taken place in February 2025

Combined Authority Board, 6 February 2025

Councillor S J Conboy

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

Audit and Governance Committee, 21 February 2025

Councillor P Hodgson-Jones

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

Skills and Employment Committee, 24 February 2025

Councillor S Wakeford

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

Environment and Sustainable Communities Committee, 26 February 2025

Councillor L Davenport-Ray

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



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 Apologies for Absence

Apologies were received from Councillor Sarah Conboy, with Councillor Sam Wakeford attending as substitute, and from Darryl Preston.

2 Minutes of the previous meeting

The minutes of the meeting on 22 January 2025 were approved with a small amendment and signed by the Mayor. The action log was noted.

3 Declaration of Interests

No interests were declared at this point. Councillor Chris Boden declared an interest at agenda item 8 as a trustee of FACT Community Transport.

4 Announcements

No announcements were made.

5 Public Questions

Two public questions were received for the meeting. The questions and responses are published [here](#).

6 Petitions

No petitions were received.

7 Forward Plan

It was resolved to:

- A Approve the Forward Plan for February 2025

8 Bus Reform [KD2024/067]

It was resolved to:

- A Note the completion of the bus reform consultation process, its extent and the responses received including the discussions and feedback from Transport and Infrastructure Committee and Overview & Scrutiny Committee in January 2025.
- B Note the Westco Consultation Report at Appendix 2
- C Approve the CPCA Consultation Response Report at Appendix 3.
- D To recommend to the Mayor that he makes a franchising scheme as set out at Appendix 5, complying with all associated statutory requirements
- E When the Mayor has decided whether or not to make a franchising scheme agree:
 - to adopt and publish the Combined Authority's response to the consultation, together with the Mayor's decision as the report to be published by the Combined Authority under section 123G (1) of the Transport Act 2000 (as

amended by the Bus Services Act 2017) (the “Act”);

- in accordance with section 123G(2) of the Act to give notice to the Traffic Commissioner

F If the Mayor decides to make a franchising scheme:

- to publish the scheme set out at Appendix 5 on behalf of the Mayor at the same time as the Westco Consultation Report (Appendix 2) and CPCA Consultation Response Report (Appendix 3) to be published under section 123G(1) of the Act;
- at the same time to publish a transitional notice in the terms set out in Appendix 6 and then within 14 days of the date upon which the transitional notice is published, to give notice to the Traffic Commissioner of its publication on behalf of the Mayor if the Mayor so decides (or alternatively CPCA) as required by the Public Service Vehicles (Registration of Local Services) (Franchising Schemes Transitional Provisions and Amendments) (England) Regulations 2018;
- to agree that, in conducting the procurement process for the provision of local services, the Combined Authority will facilitate the involvement of small and medium sized operators in the provision of local services as set out in the report “Bus Franchising: Facilitating the involvement of small and medium-sized operators” at Appendix 4 to enable compliance with section 123 G (3) of the Act;
- to commence with implementation and mobilisation of franchising, noting section 4.4 of this report (Next Steps in the event of a Mayoral decision to approve franchising).

G If the Mayor decides not to make a franchising scheme:

- to advance the process to implement an Enhanced Partnership in accordance with sections 138A to 138J of the Act, relevant statutory guidance and supporting legislation noting section 4.5 of this report (Next Steps in the event of a Mayoral decision not to make a franchising scheme).
- Approve the repurposing of the existing ‘development of bus franchising’ budget to be used for the initial development work for the Enhanced Partnership.

9a Further Education Cold Spots

It was resolved to:

- A approve the proposed Grant Funding approach to spend the £4.5m Capital Investment
- B delegate authority to the Assistant Director of Skills and Employment, in consultation with the Chief Finance Officer and Monitoring Officer, to enter into grant funding agreements with selected providers on behalf of the Combined Authority

9b Draft Adults Commissioning Strategy - KD2025/001

It was resolved to:

- A approve the proposed Adult Skills Commissioning Strategy 2025-2028
- B approve the implementation of the three-year plan-led grant funding agreements for FE Colleges and Local Authorities and the WEA subject to DfE funding for the period 2025 – 2028.
- C approve the procurement of Independent Training Providers (ITPs) under contracts for services, subject to DfE funding.
- D approve contracts for services to be issued over 3 years (2025 – 2028) to bring them in line with grant funding agreements and support sustainability and capacity building within the sector.
- E delegate authority to the Assistant Director for Skills & Employment, in

consultation with the Chief Finance Officer and Monitoring Officer, to enter into multi-year grant funding agreements and contracts for services for the Adult Skills Fund and Free Courses for Jobs Fund on behalf of the Combined Authority.

Notes:

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1	Apologies for Absence
	Apologies received from Cllr Todd-Jones substituted by Cllr Smart.
2	Declaration of Interests
	There were no declaration of interests made.
3	Chair's Announcements
	<p>The Chair made the following announcements:</p> <ol style="list-style-type: none"> 1) Interviews carried out to appoint a new Independent Member appointed; the successful candidate has experience of chairing in Yorkshire recommend to CA Board at AGM appointed as new Independent Member and Chair for the Committee. 2) There had been two Sub Committee – Hearing Panels held in January and February; decision notices from those are appended to minutes. Thank colleagues who joined me on panel – challenging process and grateful for the support of members.
4	Minutes of the previous meeting
	<p>The minutes of the meeting on 28th November were approved as an accurate record.</p> <p>Committee requested that actions 10.2 and 8.3 were combined.</p> <p>Committee requested that paragraph 6.3 from the minutes were added to the action log.</p> <p>The Action Log was noted by the Committee</p> <p>The decision notices from the two sub committee panel hearings were noted.</p>
5	Corporate Risk & Deep Dive into Climate Risk
	<p>The Committee RESOLVED to:</p> <ol style="list-style-type: none"> a) To endorse the Corporate Risk Register, Dashboard and Heatmap for February 2025. b) Agreed the proposed 2025/26 schedule of Deep Dives <p>The Committee undertook a deep dive into Climate Change CPCA role and its wider direct impact on Cambridgeshire & Peterborough</p>
6	Performance Framework
	The Committee RESOLVED to note the progress made in the implementation of the Performance Management Framework (PMF) and next steps.

7	Equality Policy
	The Committee reviewed and noted the draft new Equality Policy for Service Provision
8	Monitoring & Evaluation Framework
	The Committee RESOLVED to comment on the Monitoring & Evaluation Framework and endorsed it for consideration at the Combined Authority Board.
9	Draft Financial Strategies
	The Committee reviewed and commented upon the Draft Capital, Non-Treasury Investment and Treasury Management Strategies for 2025-26 and the draft 2025-26 Minimum Revenue Provision (MRP) statement
10	Internal Audit - Progress Report
	The Committee noted the Internal Auditors progress report.
11	Internal Audit Plan
	The Committee noted the Internal Audit plan for 2025/26.
12	External Audit
	The Committee noted the external auditors report.
13	Final Accounts & Annual Governance Statement 23/24
	<p>The Committee RESOLVED to:</p> <ul style="list-style-type: none"> a) Review the Annual Governance Statement 2023/24 b) Approve the audited Statement of Accounts 2023/24 c) Authorise the Chair of the Audit and Governance Committee to sign off any further immaterial changes required to the Statement of Accounts and Annual Governance Statement for 2023/24 prior to publication
14	Information Governance Update
	The Committee received and noted the Information Governance Update.
15	Procurement Update
	Committee RESOLVED to note the report which provided an update to the Audit & Governance committee on the procurement behaviour.
16	Local Government Standards Consultation
	Committee RESOLVED to support the proposed consultation response on the government consultation entitled "Consultation: Strengthening the Standards and Conduct Framework for Local Authorities in England", to MHCLG subject to a review by officers on the responses.

17	A&G Draft Annual Report
	Committee received and approved the draft annual report.
18	Work Programme
	It was resolved to note the work programme.
19	Date of Next Meeting
	The next meeting is scheduled for 10am on 19 th June 2025. The meeting venue is Huntingdonshire DC.

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3	Minutes of the previous meeting
	The minutes of the meeting on the 20 January 2025 were approved as an accurate record. The Action Log was noted by the Committee.
5	Forward Plan
	<u>RESOLVED:</u> A To note the CPCA's Forward Plan.
6	Director's Highlight Report
	<u>RESOLVED</u> A. To note the report.
7	Skills and Employment Board: Update and Revised Terms of Reference
	<u>RESOLVED:</u> A. To approve the revised terms of reference for the Skills & Employment Board as attached at Appendix A.
8	Combined Authorities (Adult Education Functions) (Amendment) Order 2025
	<u>RESOLVED:</u> (Unanimous) A. To approve the amendment proposed to the Combined Authorities (Adult Education Functions) (Amendment) Order 2025. B. To confirm the Order does not place any additional burdens on the Combined Authority.
9	Skills Bootcamp 2025-26 FY (Wave 6) Plan
	<u>RESOLVED:</u> (Unanimous) A. To receive an update on the bid submitted to DfE to secure funding for Skills Bootcamps for FY 2025/26 B. Subject to confirmation of grant funding of £3,511,946 from Department for Education (DfE), to recommend to the Combined Authority Board to accept the grant funding to deliver Wave 6 Skills Bootcamp for FY 2025/2026 and to enter into a grant funding agreement for delivery of this funding. C. Subject to confirmation of grant funding approval from Department for Education (DfE), to recommend 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. Extend Wave 5 contracts with existing providers where appropriate; ii. Vary Provider contracts and apply 'Flex' to Wave 5 providers that will allow them to enroll Learners into Wave 6 and utilise the Wave 6 grant to fund Learner

	<p>Completion and Progression outcomes</p> <p>iii. Enter into, sign and award grant agreements</p> <p>iv. Carry out a relevant procurement exercise for the delivery of Wave 6 Skills Bootcamps funding and award and sign contracts with successful providers</p>
10	Connect to Work Service
	<p><u>RESOLVED</u></p> <p>A. To note the formal business case which has been submitted into the Combined Authority's Single Assurance Framework process to enable the development and delivery of a Connect to Work service for the region as part of the Governments 'Get Britian Working' strategy</p>
11	UK Shared Prosperity Fund (SPF) Transitional Fund (People and Skills)
	<p><u>RESOLVED</u></p> <p>A. To note the proposal to utilise UKSPF Transitional Funds to enable the continuation of services currently delivered under the CPCA 'growth works with skills service' into 25/26 financial year, which has been submitted into the Combined Authorities Single Assurance Framework process</p>
12	Youth Guarantee Trailblazer
	<p><u>RESOLVED</u></p> <p>A. To note the formal business case which has been submitted into the Combined Authority's Single Assurance Framework process to enable the development and delivery of the 'Youth Guarantee Trailblazer' opportunity area granted to Cambridgeshire and Peterborough as part of the Government's 'Get Britian Working' strategy.</p> <p>B. To note the proposal that has been submitted by the Authority to the DfE/DWP to secure funding.</p>
13	Budget & Performance Report
	<p><u>RESOLVED</u></p> <p>A. To note the financial position of the Skills Division for the financial year 24/25 to December 2024.</p>
14	Work Programme
	<p><u>RESOLVED:</u></p> <p>A. To note the Committee's Work Programme</p>

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3	Minutes of the previous meeting
	The minutes of the meeting on 29 January 2025 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	Action on Energy Cambridgeshire
	RESOLVED: A. To note the presentation from Action on Energy Cambridgeshire.
7	Cambridge and Peterborough Waste Partnership (RECAP)
	RESOLVED: A. To note the presentation from Cambridgeshire & Peterborough Waste Partnership (RECAP)
8	Director's Highlight Report
	RESOLVED: A. To note the Director's Highlight Report.
9	Local Nature Recovery Strategy (LNRS) Update
	RESOLVED: A. To note the progress on the LNRS.
10	Budget, Performance and Expenditure Review
	RESOLVED: A. To note the financial position of the Environment and Sustainable Communities Division for the financial year 24/25 to the end of the third quarter, December 2024. B. To recommend to the Investment Committee that up to £100k additional capital funding be allocated from the Climate Capital fund to the Opportunity Fund to ensure the original £1m is fully allocated as set out in section 5. C. To note the financial forecast to year end in 31 March 2025.
11	Work Programme
	RESOLVED: A To note the Committee's Work Programme.

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