



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

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

The following meetings have taken place in March 2025

### **Transport and Infrastructure Committee, 5 March 2025**

Councillor:

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

### **Investment Committee, 10 March 2025**

Councillor:

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

### **Overview and Scrutiny Committee, 12 March 2025**

Councillor:

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

### **Human Resources Committee, 14 March 2025**

Councillor:

Decision Summary Link: [Human Resources Committee \(March\)](#)

### **Combined Authority Board, 19 March 2025**

Councillor:

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



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<b>3</b>	<b>Minutes of the previous meeting</b>
	The minutes of the meeting of 24 January 2025 were approved as an accurate record. The Action Log was noted by the Committee.
<b>5</b>	<b>Combined Authority Forward Plan</b>
	<u>RESOLVED:</u> A. To note the Combined Authority Forward Plan.
<b>6</b>	<b>Bus Franchising Implementation Update</b>
	<u>RESOLVED:</u> A. To note the progress on the bus franchising scheme implementation following the mayoral decision on 7 February 2025.
<b>7</b>	<b>Bus Network Update</b>
	<u>RESOLVED:</u> A. To note the mapping work undertaken on the existing Cambridgeshire and Peterborough Bus Network and next steps B. To note the work commissioned to undertake more detailed surveys of existing bus passengers to inform passenger satisfaction metrics C. To note the initial findings from Tiger on Demand services D. To note the updates on the Tiger pass and Tiger bus route services E. To note the update on Bus Service Improvement Plan delivery F. To note the planned work on further metrics and key performance indicators for the bus network, during the implementation phase of bus franchising
<b>8</b>	<b>Community Transport Update</b>
	<u>RESOLVED:</u> A. To note the approach to delivering a research report and recommendations on Community Transport and its role in the region and note a final report will be brought to Committee in Autumn 2025. B. To note the recommended approach to a review of the Taxicard scheme during 2025 and provide any advice on the scope of this work.
<b>9</b>	<b>LTCP Sub-Strategies and Monitoring and Evaluation Update</b>
	<u>RESOLVED:</u> A To note the Local Transport and Connectivity Plan's sub strategy work B To note and comment on the Peterborough Transport Strategy update C To note and comment on the update to the Local Transport and Connectivity Plan's monitoring and evaluation. D To approve the commencement of an interim LTCP Monitoring and Evaluation Key Performance Indicators (KPI) report (as documented in Appendix A)

<b>10</b>	<b>Active Travel Update</b>
	<p><u>RESOLVED:</u></p> <p>A. To note the update the Committee on the Active Travel Community Grant</p> <p>B. To recommend to the Combined Authority Board to delegate authority to the Assistant Director for Transport in consultation with the Chief Finance Officer and Monitoring Officer to;</p> <ol style="list-style-type: none"> <li>1. Commence a procurement exercise to appoint a consultant to manage the Active Travel Community Grant and to enter into contract upon successful appointment.</li> <li>2. Following an appraisal process of the applications and review by the Investment Committee to enter into grant funding agreements with successful grant applicants.</li> </ol> <p>This is subject to approval of the business case for the £200k p.a. capital which is currently being progressed through the Single Assurance Framework.</p> <p>C. To note the Active Travel Capital reports presented to Investment Panel in February 2025.</p>
<b>11</b>	<b>Strategic Gateway Review of the Ely to Cambridge Corridor Study</b>
	<p><u>RESOLVED:</u></p> <p>A. To note the progress on the Ely to Cambridge Corridor Study.</p>
<b>12</b>	<b>Vision Zero Update</b>
	<p><u>RESOLVED:</u></p> <p>A. To note the progress on the Vision Zero (VZ) programme and raise any feedback or queries to the transport team.</p> <p>B. To note the proposal and business case for funding a programme of road safety projects which has been submitted to the Combined Authority's Single Assurance Framework (SAF) process on 5th February 2025. The total cost of the programme that will be delivered over a 3-year period is estimated to be £490,000. The proposal is described below, and the SAF business case document is attached in Appendix 1.</p>
<b>13</b>	<b>Budget and Performance Report</b>
	<p><u>RESOLVED:</u></p> <p>A. To note the financial position of the Transport Division for the Financial Year 24/25 to December 2024.</p> <p>B. To note the financial forecast to year-end, 31 March 2025 Strategic Objective(s): The proposals within this report fit under the following strategic objective(s)</p>
<b>14</b>	<b>Director's Highlight Report</b>
	<p><u>RESOLVED:</u></p> <p>A. To note the contents of the report.</p>
<b>15</b>	<b>Work Programme</b>
	<p><u>RESOLVED:</u></p> <p>A. To note the Work Programme.</p>

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<b>3</b>	<b>Minutes of the previous meeting</b>
	The minutes from the meeting held on 13 January 2025 were approved as an accurate record. The Action Log was noted.
<b>4</b>	<b>Single Assurance Framework Business Case Approvals - Chief Executive Decisions</b>
	<u>RESOLVED:</u> To note the Chief Executive business case decisions for projects less than £1m under the Single Assurance Framework.
<b>5</b>	<b>Single Assurance Framework Business Case Approvals - Investment Committee Decisions</b>
	<u>RESOLVED:</u> (Unanimous) A. To approve the Full Business Case and £1.6m for the Active Travel Fund 5 Programme. B. To approve the Full Business Case and £1.1m for the Climate Change Opportunity Fund Programme. C. To approve the Outline Business Case and £893,000 to develop the Active Travel Capital programme into a Full Business Case. D. To approve the Outline Business Case and £79,800 to develop the Youth Guarantee Trailblazer programme into a Full Business Case. E. To make recommendations to the CPCA Board for the approval of the Outline Business Case and to develop the Connect to Work programme into Full Business Case. F. <del>To make recommendations to the CPCA Board for the approval of</del> <b>To approve</b> the Full Business Case and £4,393,356 for the UKSPF Programme.  *Text in <b>bold</b> denotes a change to the published recommendation.
<b>6</b>	<b>Investment Committee Concept Papers - Cambridge Civic Quarter Project</b>
	<u>RESOLVED:</u> A. To note and comment upon the concept paper for Cambridge Civic Quarter Project prior to its presentation to the CPCA Board at its meeting on 19 March 2025.
<b>7</b>	<b>Single Assurance Framework: Reporting of Most Complex Programmes and Projects</b>
	<u>RESOLVED:</u> A. To note the performance report on the Most Complex Projects and Programmes.
<b>8</b>	<b>Work Programme</b>
	<u>RESOLVED:</u> A. To note the Work Programme.

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<b>1</b>	<b>Apologies for Absence</b>
	Apologies from Cllr Bradnam substituted by Cllr Atkins, Cllr Inskip substituted by temporary sub Cllr Whelan. New member Cllr Nic Wells who replaces Cllr Hunt from Huntingdonshire DC.
<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 16 <sup>th</sup> and 27 <sup>th</sup> January 2025 were approved as an accurate record.  The Action Log was noted by the Committee.
<b>5</b>	<b>Corporate Performance Report</b>
	The Committee received the report which provided the Committee with the Q3 2024/25 Performance Update.
<b>6</b>	<b>Mayor in Attendance</b>
	Mayor Nik Johnson was in attendance to answer questions from the committee.
<b>7</b>	<b>Bus Procurement &amp; Communications Strategy Working Group - Terms of Reference</b>
	The Committee reviewed the the terms of reference for the Bus Procurement & Communications Strategy and agreed the membership for the group.
<b>8</b>	<b>Overview &amp; Scrutiny Annual Report</b>
	The Committee received the draft annual report and approved it to be taken to the CA Board AGM.
<b>9</b>	<b>Rapporteur Update</b>
	The Committee received updates from the rapporteurs for the Thematic Committees.
<b>10</b>	<b>Recommendations/Questions to CA Board</b>
	The Committee did not make any recommendations for the CA Board.
<b>11</b>	<b>Forward Plan</b>
	The Committee noted the Forward Plan.
<b>12</b>	<b>Work Programme</b>
	The Committee approved the Work Programme.

<b>13</b>	<b>Report of the O&amp;S Housing Working Group</b>
	The Committee reviewed the O&S Housing Working Group report. The Committee discussed and noted the report.
<b>14</b>	<b>Date of Next Meeting</b>
	O&S Induction: 10 <sup>th</sup> June Informal O&S Committee: 12 <sup>th</sup> June O&S Committee meeting: 24 <sup>th</sup> June Meeting Venue: Pathfinder House, Huntingdonshire District Council

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<b>1</b>	<b>Apologies for Absence</b>
	Apologies were received from Cllr Taylor substituted by Cllr Tierney; and from Cllr Anna Smith substituted by Cllr Simon Smith.
<b>2</b>	<b>Declaration of Interests</b>
	There were no declaration of interests made.
<b>3</b>	<b>Minutes of the previous meeting</b>
	The minutes of the meeting on 13 <sup>th</sup> and 14 <sup>th</sup> March 2024 were approved as an accurate record.
<b>4</b>	<b>Pay Policy</b>
	The Committee reviewed and approved the updates to the Pay Policy listed in the report.
<b>5</b>	<b>Family Leave Policy - Paternity Section</b>
	The Committee approved the updates to the Family Leave Policy as set out in the report.
<b>6</b>	<b>Exclusion of the Press and Public</b>
	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 1,2 & 5 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.
<b>7</b>	<b>Report of the Monitoring Officer</b>
	The Committee noted the report.

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**1 Apologies for Absence**

Apologies were received from Councillor Chris Boden, with Councillor Jan French substituting.

**2 Minutes of the previous meeting**

The minutes of the meeting on 6 February 2025 were approved as an accurate record and signed by the Mayor. The action log was noted.

**3 Declaration of Interests**

There were no declaration of interests made at the start of the meeting, but the Mayor, Councillor Bridget Smith and Al Kingsley all declared a non-pecuniary interest at item 11 as board members for the Oxford-Cambridgeshire Pan Regional Partnership.

**4 Announcements**

The Mayor took some time to reflect on his tenure, thanking his family and friends for their support.

**5 Public Questions**

One public question was received for the meeting. The question and response are published here.

**6 Petitions**

No petitions were received.

**7 Forward Plan**

It was resolved to:

- A Approve the Forward Plan for March 2025

**8 Combined Authority Membership Update**

It was resolved to:

- A Note the change in substitute member from East Cambridgeshire District Council on the Combined Authority's Environment and Sustainable Communities Committee.
- B Note the change in member from Huntingdonshire District Council on the Combined Authority's Overview and Scrutiny Committee.
- C Note the temporary change in substitute members on the Combined Authority's Human Resources Committee on 14 March 2025.
- D Note the temporary change in substitute member from the Liberal Democrat Group at East Cambridgeshire District Council on the Combined Authority's Overview and Scrutiny Committee on 12 March 2025.

## 9 Referral from Audit & Governance Sub-Committee

It was resolved to:

- A Note the decision to publish the decision notice of the Audit & Governance Sub-Committee Hearing Panel confirming a finding of a breach of the Combined Authority's Member Code of Conduct by Councillor Steve Tierney following a hearing on 28 January 2025.
- B Accept the recommendation to ask Fenland District Council to not consider Councillor Steve Tierney again as a nominee for any position within the Combined Authority before municipal year 2026/27
- C ~~Consider the further recommendation that "The Board consider how greater clarity can be provided on the respective roles of members of constituent authorities within the Authority, in particular when they are using social media", and decide whether to direct the Monitoring Officer to undertake further actions in this area of member conduct.~~

**Recommend to the Audit & Governance Committee to instruct the Monitoring Officer to:**

- explore with the Monitoring Officers from the constituent authorities the potential for joined up/co-ordinated delivery of member training across constituent authorities particularly around the use of social media,
- explore the Combined Authority signing up to the Local Government Association's "debate not hate" campaign,
- explore issues of jurisdiction regarding Code of Conduct complaints for elected members who represent more than one local authority.

## 10 Combined Authority Chief Executive Highlights Report

It was resolved to:

- A Note the contents of the report.

## 11 Delegations to Officers

It was resolved to:

- A Delegate authority to the Director of Policy and Engagement, in consultation with the Chief Executive, Monitoring Officer, ~~and the Executive Director Resources, and the Board to enter into negotiations concerning the potential conclude the~~ transfer of some, or all of the Oxford- Cambridge Pan Regional Partnership legacy work to the Combined Authority ~~including provisional agreement of the terms of any transfer subject to final ratification by the Combined Authority Board.~~
- B Delegate authority to the Executive Director for Place and Connectivity in consultation with the Monitoring Officer and Chief Financial Officer for the tendering of any bus routes which an operator gives notice that it will cease to provide (delegation to be in place until 4 June 2025) and enter into contracts following the conclusion of the procurement, with successful operators.

## 12 Local Growth Plan Update

It was resolved to:

- A Note progress with the preparation and development of the Local Growth Plan for Cambridgeshire and Peterborough

## 13 English Devolution White Paper

It was resolved to:

- A Note the publication of the English Devolution White Paper and its implications for the Cambridgeshire and Peterborough Combined Authority.

- B Endorse the approach taken by the CPCA in responding to the White Paper, including workstreams that will deliver throughout 2025/2026.
- C Note that Local Authority Chief Executive Officers and other appropriate officers will be asked to join Combined Authority Devolution workstreams, with progress reported through Leaders Strategy meetings and formal reports to the Board.

#### **14 Budget Monitoring Update Report 2024/25 - end of Quarter 3 and 2025/26 Financial Strategies**

It was resolved to:

- A Note the financial performance of the Combined Authority using actual expenditure as at 31 December 2024.
- B Approve the provisional carry-forward requests from 2024/25 into 2025/26 as set out in paragraphs 3.7 and 4.11.
- C Approve the additional funding announcements into the budget from 2025/26 as set out in paragraph 5.4
- D 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.
- E Approve the financial strategies for 2025/26 following review by the Audit and Governance Committee as summarised in section 7 and attached as Appendix 4.

#### **15 Corporate Performance Report Q3 2024/25**

It was resolved to:

- A Note performance information relating to the Combined Authority's Corporate Key Performance Indicators.
- B Note performance information relating to the Combined Authority's Most Complex Programmes and Projects.
- C Note 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.

#### **16 Monitoring and Evaluation Framework**

It was resolved to:

- A Approve the refreshed Monitoring and Evaluation Framework.

#### **17 Corporate Risk Report**

It was resolved to:

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

#### **18 Review of Investment Concept Papers and Business Cases [KD2024/003/009/063/065]**

It was resolved to:

- A Agree the Full Business Case (FBC) for the Peterborough Station Quarter which is being submitted to Department for Transport. With their approval, this would then enable the drawdown of funding from the £47.85m capital investment from HM Government's Levelling Up Fund.
- B Note that subject to the Department for Transport's approval of the Final Business Case

(FBC), a Grant Funding Agreement will be executed with Peterborough City Council, in accordance with the delegations granted by the Combined Authority Board in March 2023.

- C Approve the Connect to Work Outline Business case to develop the Connect to Work programme into Full Business Case.
- D Approve the concept paper for Cambridge Civic Quarter.
- E Note the Chief Executive Approval Decisions from February 2025.
- F Note the decisions from Investment Committee held on 13 January 2025 and 10 March 2025.

## 19 Region of Culture Programme Update

It was resolved to:

- A Note progress made on the Region of Culture Programme.
- B Note progress made in developing a Local Visitor Economy Partnership for Cambridgeshire & Peterborough and approve the submission of an Expression of Interest for a Local Visitor Economy Partnership for Cambridgeshire & Peterborough to Visit England.
- C Note that the Full Application for a Local Visitor Economy Partnership will be presented to Combined Authority Board ahead of submission in July 2025.

## 20a Skills Bootcamp 2025-26 FY (Wave 6 ) Plan

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 and to enter into a grant funding agreement for delivery of this funding.
- B 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 Completion and Progression outcomes
  - iii. Enter into, sign and award grant agreements
  - iv. Carry out a relevant procurement exercise for the delivery of Wave 6 Skills Bootcamps funding and award and sign contracts with successful providers.

## 21a Active Travel Update

Subject to approval of the business case for the £200k p.a. capital which is currently being progressed through the Single Assurance Framework, it was resolved to:

- A delegate authority to the Assistant Director for Transport in consultation with the Chief Finance Officer and Monitoring Officer to:
  - i. Commence a procurement exercise to appoint a consultant to manage the Active Travel Community Grant and to enter into contract upon successful appointment;
  - ii. Following an appraisal process of the applications and review by the Investment Committee to enter into grant funding agreements with successful grant applicants.

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