



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**

No apologies for absence were received.

**2 Announcements**

The Mayor congratulated newly elected Members of Parliament and expressed keenness for future collaboration to advance shared goals. He reiterated how Mayoral Combined Authorities play a crucial role in regional regeneration and economic growth.

**3 Declaration of Interests**

No declarations of interest were made.

**4 Combined Authority Membership Update**

It was resolved to:

- A Note the temporary change in substitute member from Cambridge City Council on the Combined Authority's Audit and Governance Committee on 20 June 2024.
- B Note the change in substitute Member from South Cambridgeshire District Council on the Combined Authority's Audit and Governance Committee.
- C Note the appointment by Cambridgeshire and Peterborough Fire Authority of Councillor Edna Murphy as their representative on the Combined Authority Board, with Councillor Mohammed Jamil as the substitute.
- D Note the temporary change in substitute member from East Cambridgeshire District Council on the Combined Authority's Audit and Governance Committee on 18 July 2024.
- E Note the change in membership from Peterborough City Council on the Combined Authority's Skills and Employment Committee.
- F Note the temporary change in substitute member from Peterborough City Council on the Combined Authority's Overview and Scrutiny Committee on 11 July 2024.
- G Note the change in Membership from East Cambridgeshire District Council on the Combined Authority's Overview and Scrutiny Committee.**
- H Note the change in Membership from Cambridge City Council on the Combined Authority's Skills and Employment, and Overview and Scrutiny Committees.**

**5 Minutes of the previous meeting**

The minutes of the meetings held on 5 June 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 Questions**

No public questions were received.

**8 Forward Plan**

It was resolved to:

- A Approve the Forward Plan for July 2024.

**9 Audit and Governance Annual Report 2023-24**

It was resolved to:

- A Note the Annual Report of the Chair of the Audit and Governance Committee for 2023-24

**10 Combined Authority Chief Executive Highlight Report**

It was resolved to:

- A Note the contents of the report.

**11 UKREiiF Update**

It was resolved to:

- A Note the contents of the report.

**12 Bus Reform Outline Business Case [KD2024/032]**

It was resolved to:

- A Approve the Bus Reform Assessment (also known as the Outline Business Case or OBC Assessment) dated 1st July 2024, as provided to the independent auditor, in line with approvals received at the September 13th 2023 CPCA board and agree that the Bus Reform Assessment dated 1st July 2024 supersedes the Bus Reform Assessment dated September 2023.
- B Note the final Draft Audit Report, as provided to CPCA by the independent Auditor
- C Proceed with the proposed Bus Franchising Scheme following receipt by CPCA of the issued Audit Report from the Auditor in a form which is substantially the same as that of the final Draft Audit Report, by taking the following next steps in the statutory process by:
  - giving notice of the proposed Bus Franchising Scheme, and to make copies of the proposed Bus Franchising Scheme, Consultation Document, final Bus Reform Assessment and Audit Report available for inspection.
  - consulting with all statutory consultees as listed under section 123E(4) of the Transport Act 2000 (the Act), as well as the general public of the region.
- D Delegate authority to the Executive Director Place and Connectivity to agree and publish the final Bus Reform Assessment and to publish the issued Audit Report as received from the Auditor.

**13 Corporate Performance Report Q4 2023/24**

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.

#### **14 Risk Report Q4 2023/24**

It was resolved to:

- A note the risk register, dashboard and heat map in Appendix A-C.
- B note the update on progress of the Risk Software implementation
- C note the plan for risk deep dives

#### **15 Budget Monitor Update**

It was resolved to:

- A Note the restated 2024/25 revenue budget and capital programme updated for approved carry-forwards.
- B Approve the minor changes to the improvement plan budget as set out in section 3.4
- C Note variances forecast overachievement of Treasury Management Income

#### **16 Improvement Plan Update**

It was resolved to:

- A Note the progress in May against the identified areas of ongoing concern set out in the Best Value Notice received in January 2024.
- B Note the update from the Chair, Independent Improvement Board following the meeting held on 1 July 2024
- C Note the proposed ongoing arrangements for embedding continuous improvement

#### **17 Overview and Scrutiny Committee Annual Report 2023/24**

It was resolved to:

- A **Defer this item until the next meeting of the Combined Authority Board.**

#### **18a Delegations to Officers**

It was resolved to:

- A Approve delegations to the Chief Executive (to be added to the constitution) to:
  - Engage with all mayoral candidates leading up to the election of a Mayor for the CPCA
  - Attend meetings with all mayoral candidates leading up to the election of a Mayor for the CPCA
  - Provide guidance and support to all mayoral candidates where required.
- B Approve delegations to the Assistant Director Human Resources (to be added to the constitution) to:
  - Update relevant parts of the constitution and policies relating to Human resources and employment issues due to changes in statute and case law
  - Amend errors relating to Human resources and employment issues in relevant parts of the constitution.
  - Make nonmaterial amendments to processes and policies relating to Human resources and employment issues

#### **18b Appointment to Outside Bodies Protocol**

It was resolved to:

- A Approve the Appointment to Outside Bodies Protocol for adoption by the Combined Authority and inclusion in the constitution **with additions as agreed at the meeting.**

## **19 Appointments to Outside Bodies**

It was resolved:

- A To approve the appointment of **the Mayor** as the Cambridgeshire and Peterborough Combined Authority representative on the Cambridge Growth Company Advisory Council.
- B That members appointed to external bodies provide updates to the CPCA Board at intervals agreed by the CPCA Board.

## **20 Allowance of Independent Persons**

It was resolved to:

- A Approve changes to the allowances to ensure that both Independent Persons receive the same.

## **21 Business Growth and Social Impact Investment Fund Update**

It was resolved to:

- A Note the progress updates contained within the report.

## **22 Appointment of a Director to CPCA Subsidiary Company**

It was resolved to:

- A Appoint David Moore, Assistant Director Business Trade and Investment, CPCA as a director of Peterborough Higher Education Property Company Ltd (PROPCo1)

## **23 Recommendations from the Skills and Employment Committee**

It was resolved to approve the recommendations as set out below:

AEB and FCFJ Commissioning and Funding Flexibilities (2024-25 Academic Year) [KD2024/035]

- A Approve CPCA's funding flexibilities for 2024-25 (permitted under the CPCA's devolved AEB powers)

## **24 Recommendations from the Environment and Sustainable Communities Committee**

It was resolved to approve the recommendations as set out below:

Local Nature Recovery Strategy [KD2024/028]

- A Delegate authority to the Environment and Sustainable Communities Committee to approve a draft Local Nature Recovery Strategy for public consultation

## **25 Recommendations from the Transport and Infrastructure Committee**

It was resolved to approve the recommendations as set out below:

Bus Service Improvement Plan [KD2024/033]

- A approve the revised Bus Service Improvement Plan (BSIP), as prepared by the Combined Authority at the instruction of the Department for Transport
- B (subject to approval of the Bus Service Improvement Plan) approve publication on the Combined Authority website and submission to the Department for Transport

Active Travel Plan [KD2024/023]

- A Note the five active travel strategic aims for 2024/25.
- B approve the request for redistribution of Medium-Term Financial Plan (MTFP) Transport revenue funding and the moving of £143,907 from subject to approval to approved. Details of proposed spending can be found in Appendix E.

- C Subject to approving recommendation B, approve the use of funds for a community Active Travel Grant.
- D Note the contents of the Active Travel Fund 4 (ATF4) Extension bid.
- E approve the drawdown of £1.1m from Active Travel Fund 4 Extension funding.
- F approve the delegation of authority to the Assistant Director, Transport to enter into a Grant Funding Agreement with Cambridgeshire County Council following consultation with the Chief Financial Officer and Monitoring Officer.

March Area Transport Study [KD2024/007]

- A approve the MATS Full Business Case 2 (FBC 2)
- B approve the drawdown of £7,000,000 of the Medium-Term Financial Plan (MFTP) from subject to approval to approved for the MATS project to be spent in Financial Years 2024/2025 and 2025/2026.
- C delegate authority to the Assistant Director of Transport in consultation with the Chief Finance Officer and Monitoring Officer to enter into Grant Funding Agreements with Cambridgeshire County Council.

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.