

Agenda Item 3	Appendix
Minutes from Previous Meeting	A

Title:	Minutes Action Log
Report of:	Edwina Adefehinti, Interim Director Legal and Governance & Monitoring Officer
Lead Member:	Councillor Edna Murphy, Lead Member for Governance
Public Report:	Yes

Minute	Report Title	Lead Officer	Action	Response	Status
235.	OneCAM Ltd Audit report	Edwina Adefehinti	To take learning from the OneCAM Ltd audit report and raise the concerns expressed in the meeting, including around potential Officer conflicts of interest, with the Audit and Governance Committee.	<p>The Deputy Monitoring Officer is taking a report to the March meeting of the Audit and Governance Committee along with a new conflict guidance which has already been drafted and discussed with the Executive team. The guidance will be taken to a Leaders' strategy meeting, Audit and Governance Committee and Audits in June 2023.</p> <p>Also, our internal auditors have been commissioned to audit the companies of the CPCA.</p> <p>Deep dive audit completed in draft form. Audit will be reported to A& G and then CA Board in June and July.</p>	Open
336.	Climate and Strategy Business Case January 2023	Judith Barker	Cllr Bailey asked for an agreed definition of net zero as there were variances in definition. She would also like to understand what monitoring would be put in place and where was the performance element.	<p>An explanation of net zero was discussed at the June Environment and Sustainable Communities Committee (ESC), the alignment of targets will be a theme for the Climate Summit on 9th November. ESC noted that the project on Locally Determined Contributions has started in February following confirmation of Innovate UK funding and this will firm up the setting of targets and monitoring of progress. ESC have asked for an update on this work at their next meeting to feed into the Strategy refresh to ensure robust monitoring of progress.</p>	Closed

Minute	Report Title	Lead Officer	Action	Response	Status
				<p>This is the UK Government definition of net zero :</p> <p>The UK government announced a target of net zero for UK greenhouse gas (GHG) emissions by 2050 following recommendations made by the Committee on Climate Change. This change to legislation came into force on 27 June 2019 and amended the Climate Change Act 2008 target of an 80% reduction in GHG emissions compared with the 1990 levels.</p> <p>Source: Net zero and the different official measures of the UK's greenhouse gas emissions - Office for National Statistics</p>	

Meeting 31 January 2024

7	Chief Executive Highlights Report	Judith Barker	Board members queried the timeframe and cost of the interventions required to overcome the blockages identified by the infrastructure framework. Officers confirmed that work is progressing based on data provided by the constituent authorities. A report is planned to be brought to the Environment and Sustainable Communities in June which will set out the blockages and cumulative impacts.	The Investment Development Framework is due to be presented to ESC this summer. A steering group of local authorities continues to oversee the work reporting to Place Directors monthly.	Open
---	-----------------------------------	---------------	---	---	------

Meeting 20 March 2024

7	Chief Executive Highlights Report	Rob Bridge	The £4.5 million arts and culture funding for Cambridge was queried with further information requested on where the money is from and what it is specifically to be used for. Officers agreed to share further information with Board members directly.	<p>The £4.5m is split between £3m for Creative Industries, a project to develop the Cambridge Leisure/Junction area, and £1.5m for development of the Market Square and Guildhall.</p> <p>The funding is from the Combined Authority's unringfenced capital funds, predominantly made up of capital gainshare.</p> <p>While the funding has been ringfenced within the Combined Authority's Medium-Term Financial Plan the exact details will be set out when the business case is brought forward for approval to release the funds.</p>	Closed
---	-----------------------------------	------------	---	---	--------

Minute	Report Title	Lead Officer	Action	Response	Status
10	Bus Reform and Network Delivery Update	Judith Barker	Officers agreed to send a slide pack to Members which shows the metrics more clearly than the report appendix.	Further slide decks and information have been shared over the spring with members.	Closed
Meeting 5 June 2024 (Ordinary)					
4	Budget Outturn Report 2023-24	Rob Emery	Concerns were raised about the revenue slippage, questioning whether this is a systemic issue and how it compares with other Mayoral Combined Authority positions. Officers agreed to conduct a benchmarking exercise at service level.	Work on this is still underway and will be reported to a future meeting	Open
			More detail was requested on the slippage around the Net Zero Hub. Officers explained that of the £10.5m reported underspend, £4.6m was for the retrofit programme and the remaining £5.9m is receipts in advance so not actual underspend. A more detailed breakdown was agreed to be shared with Board members.	A performance and budget will come to ESC on 31 July.	Open