

# **COUNCIL MEETING**

## **AGENDA**

**8th February 2022**

Burgess Hall,  
One Leisure St Ives,  
Westwood Road,  
St Ives  
PE27 6WU

# Cambridgeshire County Council Notice of Meeting

The meeting of the County Council will be held at the Burgess Hall, One Leisure St Ives, Westwood Road, St Ives PE27 6WU on Tuesday 8th February 2022 at 10.30a.m.

## Agenda

Apologies for Absence

1. Election of Chair of Council (oral)
2. Minutes – 9th November 2021 (previously circulated)  
and 25th January 2022  
[available at [County Council meeting 09/11/2021](#) and  
[County Council meeting 25/01/2022](#)]
3. Chair's Announcements (oral)
4. Declarations of Interests (oral)  
[\[Guidance for Councillors on declaring interests is available here\]](#)
5. Public Question Time (oral)  
  
To receive and respond to questions from members of the public  
in accordance with Council Procedure Rule 9.3.
6. Petitions (oral)  
  
To receive petitions from the public in accordance with  
Council Procedure Rule 9.4.
7. Report on urgent decisions taken by the Chief Executive (pages 5 -10)
8. Council's Business Plan and Budget Proposals (pages 11-20)  
for 2022-23 to 2026-27

Note: a copy of the report discussed by the Strategy and Resources  
Committee on 27th January 2022 is available via the following link:  
[Strategy and Resources meeting 27/01/2022](#)

9. Item for determination from Strategy and Resources Committee (oral)

Treasury Management Report – Quarter Two Update 2021-22

To consider the following recommendation arising from the  
Strategy and Resources Committee on 17th December 2021  
(minute no.38 refers):

To note the Treasury Management Quarter Two Report

for 2021/22 and forward to Full Council to note.

Note: a copy of the report discussed by the Strategy and Resources Committee and the minutes of the meeting are available via the following link: [Strategy and Resources meeting 17/12/2021](#)

10. Item for determination from Environment and Green Investment Committee (pages 21-22)

Review of the Climate Change and Environment Strategy

To consider the following recommendation arising from the Environment and Green Investment Committee meeting on 16th December 2021 (minute no.38 refers):

Recommend the Draft Climate Change and Environment Strategy to Council for adoption as corporate policy

Note: a copy of the report discussed by the Environment and Green Investment Committee and the minutes of the meeting are available via the following link:

[Environment and Green Investment Committee meeting 16/12/2021](#)

11. Item for determination from Audit and Accounts Committee (oral)

Arrangements for the appointment of external auditors from 2023-24 to 2027-28

To consider the following recommendation arising from the Audit and Accounts Committee meeting on 25th November 2021 (minute no.37 refers)

To recommend that Full Council accepts Public Sector Audit Appointments' invitation to opt into the sector-led option for the appointment of external auditors to principal local government and police bodies for five financial years from 1 April 2023.

Note: a copy of the report discussed by the Audit and Accounts Committee and the minutes of the meeting are available via the following link:

[Audit and Accounts Committee - 25 November 2021](#)

12. Audit and Accounts Committee Annual Report 2020-21 (pages 23-29)
13. Appointments to Outside Bodies (pages 30-33)

14. Questions

(a) Cambridgeshire and Peterborough Combined Authority (pages 34-61)  
and Overview and Scrutiny Committee  
(Council Procedure Rule 9.1)

(b) Written Questions (Council Procedure Rule 9.2) (oral)

To note responses to written questions from Councillors submitted under  
Council Procedure Rule 9.2.

Dated 31st January 2022

Fiona McMillan  
Monitoring Officer

The meeting will be streamed on the Council's website, given the current Covid restrictions if you wish to attend in person, please contact Michelle Rowe at the County Council's Democratic Services on Cambridge (01223) 699180 or by email at: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

## Report on urgent decisions taken by the Chief Executive

To: Council

Meeting Date: 8th February 2022

From: Director of Law and Governance and Monitoring Officer

Purpose: To notify the Council of two urgent decisions taken by the Chief Executive under Part 4 – Rules of Procedure, Part 4.4(a) – The Procedure for Taking Urgent Decisions of the Council's Constitution.

Recommendation: The Council is recommended to note the urgent decisions taken by the Chief Executive set out in Appendices 1 and 2.

### Officer contact:

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### Member contact:

Names: Councillor Sebastian Kindersley  
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Tel: 01223 706398

## 1. Background

- 1.1 On 13th December 2021, the Monitoring Officer in consultation with the Vice-Chair of Council took the decision to call off the meeting of Council scheduled for 14th December 2021 following advice from the Director of Public Health. Fears about the effect of rising numbers of the new Covid variant 'omicron' on Members, staff and residents who had not yet had their vaccination booster, and those vulnerable to poor Covid outcomes had informed the decision.

## 2. Main Issues

- 2.1. Under the Constitution, the Chief Executive may take a decision which is normally reserved to committee or another officer, where they believe the decision is urgent. Following the decision, a report will be submitted to the next available relevant committee meeting explaining: (i) The decision; (ii) The reasons for it; and (iii) Why the decision was treated as a matter of urgency.
- 2.2 The Appointment of Interim Chief Executive and Head of Paid Service is set out at Appendix 1 and Section 85 Local Government Act 1972 – Recommendation to Extend Six Month Rule is set out at Appendix 2. Appendices 1 and 2 include the decision, the reasons for the decision, and why the decision was treated as a matter of urgency.

## 3. Source documents

- 3.1 [County Council meeting 14/12/2021](#)

## Cambridgeshire County Council Record of Decision

### Urgent Decision taken by an officer of the Council

Option C – Decision by the Chief Executive, Section 10, Part 4.4(a) – The Procedure for Taking Urgent Decisions, Part 4 – Rules of Procedure, The Constitution

<b>Title of decision</b>	Appointment of Interim Chief Executive and Head of Paid Service
<b>Date decision taken</b>	16 December 2021  (this decision would have been taken by Council on 14 December 2021 (see agenda on Council's website <a href="#">County Council meeting 14/12/2021</a> ) but the meeting was called off by the Council's Monitoring Officer, in consultation with the Vice-Chair of Council, following advice from the Director of Public Health in the light of the rapidly increasing Omicron numbers).
<b>Decision maker</b>	Chief Executive (ordinarily it would be full Council)
<b>Details of decision taken</b>	To ratify the appointment of Amanda Askham as the Acting Chief Executive and Head of Paid Service as recommended by the Staffing and Appeals Committee, which interviewed candidates on Tuesday 7th December 2021.
<b>Reasons for taking decision</b>	Under Section 4 of the Local Government and Housing Act 1989 (as amended), the Council has a legal duty to appoint one of its officers as Head of Paid Service. Under the Council's Constitution this role is performed by the Chief Executive. The Local Authorities (Standing Orders) (England) Regulations 2001 and the Council's Constitution provide that Full Council must approve the appointment of the Council's Head of Paid Service.  The current Chief Executive retires on 31st December 2021, and therefore there is a seven-week period where an Acting Head of Paid Service is required before the new Chief Executive and Head of Paid Service, Stephen Moir, starts on 22 February 2022.
<b>Options considered</b>	None.  The Council is legally required to have a Chief Executive and Head of Paid Service.

<b>Details of any conflict of interests declared</b>	None
<b>Details of any disclosable pecuniary interest or non-statutory disclosable interest declared</b>	None

Signature of decision maker (if appropriate)

*Gillian Beasley*

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Chief Executive



## Cambridgeshire County Council Record of Decision

### Decision taken by an officer of the Council

Option C – Decision by the Chief Executive, Section 10, Part 4.4(a) – The Procedure for Taking Urgent Decisions, Part 4 – Rules of Procedure, The Constitution

<b>Title of decision</b>	Section 85 Local Government Act 1972 – Recommendation to Extend Six Month Rule
<b>Date decision taken</b>	16 December 2021  (this decision would have been taken by Council on 14 December 2021 (see agenda on Council's website <a href="#">County Council meeting 14/12/2021</a> ) but the meeting was called off by the Council's Monitoring Officer, in consultation with the Vice-Chair of Council, following advice from the Director of Public Health in the light of the rapidly increasing Omicron numbers).
<b>Decision maker</b>	Chief Executive (ordinarily it would be full Council)
<b>Details of decision taken</b>	Approved, for the purposes of Section 85 of the Local Government Act 1972, the absence of Councillor Derek Giles from any meeting of the Authority from the date of this decision for six months on the grounds of his ill health.
<b>Reasons for taking decision</b>	Under Section 85(1) of the Local Government Act 1972 if a Member fails throughout a period of six consecutive months from the date of his/her last attendance to attend any meeting of the Council or as a representative of the Council on an Outside Body he/she shall, unless the failure was due to some reason approved by the Council before the expiry of that period, cease to be a member of the Authority.  Due to ill-health, Councillor Derek Giles has not been able to attend any Council or Committee meetings since his attendance at full Council on 20th July 2021. A request was put forward to Council to approve an extension to the usual six-month rule to enable Councillor Giles to remain in office. If this request is not approved Councillor Giles will cease to be a member of the Council on 20th January 2022, and his constituents will be without an elected Member until an election can be arranged.

<b>Options considered</b>	None.
<b>Details of any conflict of interests declared</b>	None
<b>Details of any disclosable pecuniary interest or non-statutory disclosable interest declared</b>	None

Signature of decision maker (if appropriate)

*Guillaume Beasley*

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Chief Executive

## Council's Business Plan and Budget Proposals for 2022-23 to 2026-27

To: Council

Meeting Date: 8 February 2022

From: Amanda Askham, Interim Chief Executive  
Tom Kelly, Chief Finance Officer

Outcome:

- (a) To advise Council of any amendments and changes made to the Business Plan subsequent to the Strategy & Resources Committee meeting on 27 January 2022.  
([Link to committee papers here](#))

*The amendments are in accordance with the appropriate delegations and do not alter the recommendations by the Strategy & Resources Committee on 27 January 2022.*

- (b) To advise Full Council of the Strategy & Resources Committee's consideration and recommendations on the Business Plan.
- (c) To consider the Section 25 Statement from the Chief Finance Officer regarding the robustness of the budget proposals and position of the Council's reserves (given in Section 3).

Recommendation: It is recommended that Full Council:

1. Approve the Business Plan, including supporting budget, business cases, consultation responses and other material, in light of all the planning activities undertaken to date.
2. Following recommendations from Strategy & Resources Committee:
  - a) Approve the Service/Directorate budget allocations as set out in each Service/Directorate table in Section 3 of the Business Plan.
  - b) Approve a total county budget requirement in respect of general expenses applicable to the whole County area of £926,974,000, including a levy of £9,684,976 payable to the Cambridgeshire and Peterborough Combined Authority for the delivery of Transport Services and a levy of £433,000 payable to the Environment Agency for flood and coastal services.
  - c) Approve a recommended County Precept for Council Tax from District Councils of £346,551,526.36 (to be received in equal instalments in accordance with the fall-back provisions of the

Local Authorities (Funds) (England) (Amendment) Regulations 1995).

- d) Approve a Council Tax increase for each Band of property, based on the number of “Band D” equivalent properties notified to the County Council by the Districts (235,811.9), reflecting a 3% ASC precept increase and a 1.99% increase in Basic Council Tax Precept:

Band	Ratio	Amount
A	6/9	£979.74
B	7/9	£1,143.03
C	8/9	£1,306.32
<b>D</b>	<b>9/9</b>	<b>£1,469.61</b>
E	11/9	£1,796.19
F	13/9	£2,122.77
G	15/9	£2,449.35
H	18/9	£2,939.22

- e) Approve the Capital Strategy as set out in Section 6 of the Business Plan including:
- Commitments from schemes already approved;
  - Expenditure on new schemes in 2022-23 shown in summary in Section 2, Table 8.2 of the Business Plan.
- f) Approve the Treasury Management Strategy as set out in Section 7 of the Business Plan, including:
- i. The Council's policy on the making of the Minimum Revenue Provision (MRP) for the repayment of debt, as required by the Local Authorities (Capital Finance & Accounting) (England) (Amendment) Regulations 2008.
  - ii. The Affordable Borrowing Limit for 2022-23 (as required by the Local Government Act 2003).
  - iii. The Investment Strategy for 2022-23 and the Prudential Indicators as set out in Appendix 3 of Section 7 of the Business Plan.
3. Approve the Capital Strategy as set out in Section 6 of the Business Plan including:
- Commitments from schemes already approved,
  - Expenditure on new schemes in 2022-23 shown in summary in Section 2, Table 6.7 of the Business Plan.

4. Approve the Treasury Management Strategy as set out in Section 7 of the Business Plan, including:
  - i. The Council's policy on the making of the Minimum Revenue Provision (MRP) for the repayment of debt, as required by the Local Authorities (Capital Finance & Accounting) (England) (Amendment) Regulations 2008.
  - ii. The Affordable Borrowing Limit for 2022- 23 (as required by the Local Government Act 2003).
  - iii. The Investment Strategy for 2022-23 as required by the Ministry of Housing, Communities and Local Government (MHCLG) revised Guidance on Local Government Investments issued in 2018, and the Prudential Indicators as set out in Appendix 3 of Section 7 of the Business Plan.
5. Authorise the Chief Finance Officer, in consultation with the Leader and Deputy Leader of the Council, to make technical revisions to the Business Plan, including the foregoing recommendations to the County Council, so as to take into account any changes deemed appropriate. This includes updated information on District Council Tax Base and Collection Funds, Business Rates forecasts and Collection Funds and any grant changes, as well as appending the agreed budget submitted by the Greater Cambridge Partnership, in the County Council's role as the host authority.

Officer contact:

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## 1. Background and context for business planning

- 1.1 The Council's Business Plan sets out how we will spend the resources we have at our disposal to achieve our vision and priorities for Cambridgeshire, and the outcomes we want to achieve. It is a statutory requirement under the Local Government Finance Act 1992 for the Council to approve a balanced budget "before 1 March in the financial year preceding that for which it is set". In doing so, the Council undertakes financial planning covering a five-year timescale in order to align spending plans with the projected resources available and ensure that we recognise and provide for growth in demand for services.
- 1.2 The financial situation, detailed in previous Committee papers remains challenging. COVID-19 has resulted in increased costs for our supply chain, an increase in the complexity of needs for those we support, and the Council continues to be disadvantaged by an unfair central government funding distribution. The recent announcement that fairer funding may be implemented in 2023/24 is welcome, however it continues to leave Cambridgeshire at a disadvantage for at least another financial year. Despite this, we continue to strive to support our citizens to ensure Cambridgeshire is a place we are all proud to call home. The Council continues to take a central role in coordinating the response of public services to respond to the complex public health situation, impact on vulnerable people, education of our children and young people and economic consequences. We are in the middle of the winter pressures of a new variant coupled with other seasonal illnesses impacting hospital capacity, alongside delivery of an accelerated vaccine booster programme. We are already seeing the impacts of the pandemic on our vulnerable groups as well as those who have become vulnerable as a result of health or economic impact of the pandemic.
- 1.3 Longer term there will be significant increases and changes in the pattern of demand for our services alongside the economic aftereffects. In this proposed business plan, there are COVID-19 impacts across demand for services, pricing and supplier changes, and impacts on funding and income. Emerging work is shifting the Council's decision-making framework to prioritise sustainable development for our county, whereby our citizens' social foundations are strengthened in the context of pandemic recovery and ongoing ecological emergency.
- 1.4 The Joint Administration is committed to ensuring that it invests the limited funding available to the Council in the right functions to help create a greener, fairer and more caring Cambridgeshire. As a result, the Council will make major investments into improving outcomes for the county achieving the vision of a Just Transition. The Just Transition framework is internationally recognised and supports social, political and economic actions to tackle inequalities, improve lives for people in their local places and achieve greater environmental sustainability. The Just Transition Fund will enable a fairer and greener future for Cambridgeshire through a series of investments, across the term of the medium-term financial strategy. The Just Transition Fund will enable ongoing positive interventions and innovation, supported by investment cases, throughout the MTFs period. The first set of investments intended to be funded from the Just Transition Fund were brought to committees in December as investment proposals and are confirmed in this update as drawing down from that fund. Any investments already confirmed against the former transformation fund will continue to be funded from reserves, but no new transformation funding allocations will be made. The Just Transition Fund will begin with at least £14m of funding.

## 2. Overview of financial position and updates to position from January Strategy & Resources Committee

- 2.1 The draft business plan was considered by Strategy & Resources Committee on 27 January 2021. The report to committee highlighted that although significant progress had been made in identifying savings and additional income, as well as rebaselining budgets, there remained a budget gap across the Council of £16.7m for 2022/23. Substantial gaps were also reported in the later four years of the plan.
- 2.2 The provisional Local Government Finance Settlement in December 2021 confirmed some additional funding for Councils, including over £14m of grant funding for Cambridgeshire. Government headlines of an 8% increase in spending power for Cambridgeshire, however, included an assumption that Council Tax would be raised, and itself more than offset through the cost increases due to government policies such as the increase in national insurance, ending of the public sector pay freeze, and adult social care reforms. At least £4m of the announced funding was only confirmed for one year.
- 2.3 The Settlement confirmed that councils could increase Council Tax by up to 2% without a local referendum being called and could levy a further 1% of Adult Social Care Precept. In addition, councils that did not increase the ASC Precept by the full 3% allowable in 2021/22 would be able to levy the balance in 2022/23. For Cambridgeshire, this would be a further 2% increase in the ASC Precept. This equates to a maximum 4.99% increase in Council Tax.
- 2.4 Strategy & Resources Committee considered options to close the remaining budget gap, including a combination of applying new government grants, further savings, depletion of Council reserves and levying additional Council Tax. Committee resolved to recommend to Full Council that government grant funding be applied to close the budget gap, along with raising Council Tax by 4.99% in 2022/23:

£000	2022-23	2023-24	2024-25	2025-26	2026-27
Budget Gap	16,700	19,626	23,127	15,006	18,731
Ongoing grant funding changes from settlement	-6,823	-1,851	0	2,162	0
4.99% increase in Council Tax, versus 2% increase already assumed	-9,877	-379	-390	-386	-394
Remaining Budget Gap	0	17,396	22,737	16,782	18,337

- 2.5 The full context and impact of the final steps in closing the budget gap can be seen in the [S&R Committee paper](#).
- 2.6 In preparing the draft budget considered here, we have used estimates for the final outturn position for the Council as at the end of November. The pandemic continues to cause uncertainty in the Council's finances, as demand for services over the Winter period are not known, and government grants and specific support in-year are confirmed late. The draft Medium-Term Financial Strategy sets out how any general fund balance at the end of the year above or below its target level is dealt with.

2.7 Since the publication of the draft budget seen by Strategy & Resources Committee, no changes have been made to the draft budget.

2.8 The draft business plan sets out the net revenue budgets for the Council's service departments, which are also shown in the table below:

	2022-23 £000	2023-24 £000	2024-25 £000	2025-26 £000	2026-27 £000
People & Communities	321,580	346,150	372,026	396,709	421,754
Place & Economy	66,101	65,711	68,154	70,189	72,314
Corporate Services	27,411	9,110	-11,449	-23,074	-38,197
Financing Debt Charges	34,044	36,750	40,465	41,121	42,628
Public Health (net budget of zero while grant funded)	-	-	-	26,571	26,571

2.9 Services' capital programme budgets are likewise set out in the business plan:

Scheme	Previous Years £000	2022-23 £000	2023-24 £000	2024-25 £000	2025-26 £000	2026-27 £000	Later Years £000	Total £000
People & Communities	133,658	98,357	121,728	66,240	71,635	36,138	41,259	569,015
Place & Economy	368,057	85,383	43,984	27,417	18,907	16,269	22,932	582,949
Corporate Services	173,395	8,505	3,404	2,426	1,260	800	13,600	203,390

### 3. Local Government Act 2003: Section 25 Statement by the Chief Finance Officer

3.1 The Local Government Act 2003 (Section 25) requires that when a local authority is agreeing its annual budget, and precept, the Chief Finance Officer must report to it on the following matters:

- the robustness of the estimates made for the purposes of the calculations; and
- the adequacy of the proposed financial reserves.

3.2 The estimates that support this budget have used all the data and supporting information that the Council has at its disposal at this point in time. When considering the budget each year, the assumptions that have been used in order to construct that budget and the uncertainties contained therein are made clear. Building a robust projection of the level of demand for services is always challenging, but the pandemic has greatly increased this difficulty. Both the future trajectory and the in-year position in 2021-22 are affected by the uncertainty, and the recent mutation of the virus have exacerbated this.

3.3 In formulating estimates for future demand for services, the Council has drawn on long-term and medium-term trend analysis of activity levels, local estimates of population growth as well as our in-year experience of spending levels, which are closely monitored from month-



to-month. Demand estimates are the result of collaboration and insight from commissioning and operational colleagues and financial professionals, quality assured by business intelligence specialists. Our estimates for inflation and cost increases refer to more than 60 individual indices relevant to different service activities. We have drawn on nationally published statistics, economic projections and our own experience of rising prices in local markets. As with demand, inflation is particularly volatile at the point of setting this budget because of the disruption caused by the pandemic.

- 3.4 This year, the Council enhanced its officer governance processes for scrutinising budget proposals and pressures. A governance board was established, chaired by a chief officer, comprising director level representation from all services, alongside finance and corporate challenge. This enabled a further layer of peer oversight and understanding to be applied to proposals to assure their robustness. Committee Chairs and Vice Chairs also participated in service specific scrutiny chambers.
- 3.5 In 2021-22, the Council is reporting a forecast underspend, reflecting appropriate risk planning alongside continuation of some government grant funding related to the pandemic. In this proposed budget I am satisfied that the Council is making reasonable estimates taking account of the experience this year, whilst continuing to recognise that are major uncertainties stemming from the pandemic. There are risks and uncertainties related to levels of demand (particularly for social care), supply of services and cost issues (such as construction costs and labour market pressures leading to rising costs of care), and economic impacts on our income (from local taxation and changing patterns of behaviour).
- 3.6 In that context, it is appropriate, in the Chief Finance Officer's view, to continue to hold the level of general reserve at 4% during 2022-23. The proposed medium term financial strategy sets out a number of material risks and sensitivities which justify holding the balance at that level, given the heightened uncertainty that the Council is currently facing. Through this budget, the Council will make a number of commitments to apply certain reserves that accumulated during the pandemic to expenditure. Rather than deploying all of these one-off funds more rapidly, the budget applies funds available to known pandemic related pressures and commitments to phase their deployment over several years, thereby creating a sustainable basis for budgeting and avoiding a "cliff edge" where expenditure levels would suddenly need to drop. In this way we see a planned reduction in the level of reserves occur across the medium term period, as set out in the MTFS, from the current levels accumulated in the first stage of the pandemic.
- 3.7 There are significant pressures and risks for the Council in funding high needs education, illustrated by a rapidly growing deficit in the high needs block. Whilst we expect local and national reforms to progress during 2022-23, it is prudent to set aside additional general funds by way of reserve to offset that growth in the deficit held on the balance sheet.

#### 4. Alignment with corporate priorities

The purpose of the Business Plan is to consider and deliver the Council's vision and priorities and section 1 of this paper sets out how we aim to provide good public services and achieve better outcomes for communities, whilst also responding to the changing challenges of the pandemic. As the proposals are developed, they will consider the corporate priorities:

- 4.1 Communities at the heart of everything we do
- 4.2 A good quality of life for everyone
- 4.3 Helping our children learn, develop and live life to the full
- 4.4 Cambridgeshire: a well-connected, safe, clean, green environment
- 4.5 Protecting and caring for those who need us

## 5. Significant Implications

### 5.1 Resource Implications

The proposals set out the response to the financial context described in section 4 and the need to change our service offer and model to maintain a sustainable budget. The full detail of the financial proposals and impact on budget will be described in the financial tables of the business plan. The proposals will seek to ensure that we make the most effective use of available resources and are delivering the best possible services given the reduced funding.

### 5.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications for the proposals set out in this report.

### 5.3 Statutory, Legal and Risk Implications

The proposals set out in this report respond to the statutory duty on the Local Authority to deliver a balanced budget. Cambridgeshire County Council will continue to meet the range of statutory duties for supporting our citizens.

### 5.4 Equality and Diversity Implications

Each business case will consider whether there are any impacts (positive or negative) to vulnerable, minority or protected groups and this information is included within each of the business cases in Section 4 of the Business Plan within the appendix.

Full Equality Impact Assessments that will describe the impact of each proposal, in particular any disproportionate impact on vulnerable, minority and protected groups have been developed or are being refreshed where identified / required.

### 5.5 Engagement and Communications Implications

Our Business Planning proposals are informed by the CCC public consultation and will be discussed with a wide range of partners throughout the process. The feedback from consultation will continue to inform the refinement of proposals. Where this leads to significant amendments to the recommendations a report would be provided to Strategy and Resources Committee.

### 5.6 Localism and Local Member Involvement

As the proposals develop, we will have detailed conversations with Members about the impact of the proposals on their localities. We are working with members on materials which will help them have conversations with Parish Councils, local residents, the voluntary sector and other groups about where they can make an impact and support us to mitigate the impact of budget reductions.

5.7 Public Health Implications

We are working closely with Public Health colleagues as part of the operating model to ensure our emerging Business Planning proposals are aligned.

5.8 Environment and Climate Change Implications on Priority Areas

The climate and environment implications will vary depending on the detail of each of the proposals. The implications will be completed accordingly within each business case in Section 4.

Have the resource implications been cleared by Finance? Yes

Name of Financial Officer: Stephen Howarth

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the CCC Head of Procurement? Yes

Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law? Yes

Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact?

Yes

Name of Officer: Beatrice Brown

Have any engagement and communication implications been cleared by Communications?

Yes

Name of Officer: Ken McErlain

Have any localism and Local Member involvement issues been cleared by your Service Contact? Yes

Name of Officer: Julia Turner

Have any Public Health implications been cleared by Public Health? Yes

Name of Officer: Jyoti Atri

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer? Yes

Name of Officer: Emily Bolton

## 6. Source Documents

Strategy and Resources Committee Agenda and Minutes for 27 January 2022

Business Plan contents:

- Section 1 Strategic Framework
- Section 2 Medium Term Financial Strategy
- Section 3 Finance Tables
- Section 4 Business Cases
- Section 5 Public Consultation
- Section 6 Capital Strategy
- Section 7 Treasury Management Strategy

[Link to committee papers from 27 January Strategy & Resources Committee](#)

[The Referendums Relating to Council Tax Increases \(Principles\) \(England\) Report 2022/23](#)

## Review of the Climate Change and Environment Strategy

To: Council

Meeting Date: 8th February 2022

From: Executive Director: Place and Economy

Purpose: To inform Full Council of the changes to the reviewed Climate Change Strategy at the meeting of Environment and Green Investment Committee on 16 December 2021.

Recommendation: Full Council is recommended to:

- a) note the updates to the reviewed Strategy document as suggested by the Environment and Green Investment Committee on 16 December 2021, which will be included in the final published strategy.
- b) adopt the Draft Climate Change and Environment Strategy as corporate policy.

### Officer contact:

Name: Sheryl French  
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Tel: 01223 728552

### Member contacts:

Names: Councillor Lorna Dupré / Councillor Nick Gay  
Post: Chair/Vice Chair of Environment and Green Investment Committee  
Email: [lorna.dupre@cambridgeshire.gov.uk](mailto:lorna.dupre@cambridgeshire.gov.uk); [nick.gay@cambridgeshire.gov.uk](mailto:nick.gay@cambridgeshire.gov.uk)  
Tel: 01223 706398

## 1. Background

- 1.1 On 16th December 2021, the Environment and Green Investment Committee considered the Review of the Climate Change and Environment Strategy for comment and to recommend to Full Council for adoption as a corporate strategy. In the discussion, a few points for consideration were raised by Committee members.

## 2. Main Issues

- 2.1 The reviewed Strategy document has been updated to reflect the points made at committee in the following areas. These will be included in the final published strategy.
- **Scope 3 emissions**  
A definition of scopes 1, 2 and 3 emissions has been included early in the Strategy document to help readers understand the different types of organisational carbon emissions and the control the Council has on those emissions for our targets. For example, the scope 3 emissions target is a science-based target developed using 2018 baseline as used for our Annual Carbon Footprint Report. Collaborations with our supply chain will be key to deliver emissions reductions.
  - **Inclusion of Non-Motorised users, particularly equestrian**  
The Technical Report has been updated under the low carbon transport section to include the following sentence 'Horse riders will be considered regarding the bridleway network with appropriate crossings and surfacing including impacts from road design.'
  - **Communications**  
Opportunities for engagement with our communities have been strengthened across the proposed Strategy and Technical Report and in particular references to our Single Equalities Strategy

## 3. Source document

- 3.1 [Environment and Green Investment Committee meeting 16/12/2021](#)

## Audit and Accounts Committee Annual Report 2020-21

To: County Council

Date: 8th February 2022

From: Chair of the Audit and Accounts Committee

Purpose: To present the Audit & Accounts Committee Annual Report 2020-21. The Audit and Accounts Committee issues an annual report to Council, summarising the Committee's annual work programme.

Recommendation: It is recommended that Full Council note the content of the report.

### Officer contact:

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### Member contact:

Names: Councillor Graham Wilson  
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# Audit and Accounts Committee Annual Report

## 1. Introduction

- 1.1 The Audit and Accounts Committee exists to provide independent assurance on the adequacy of the Council's risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes. Audit and Accounts Committees within Local Authorities are necessary to satisfy the wider statutory requirements for sound financial management as part of best practice so that the Council can meet its duties under the Accounts and Audit Regulations.
- 1.2 The Audit and Accounts Committee plays a vital role in ensuring that the residents of Cambridgeshire County Council are getting good-quality services and value for money, i.e. economy, efficiency and effectiveness.
- 1.3 The Audit and Accounts Committee currently has seven members and met 9 times in 2020-21. Following the local elections in May 2021, a new Committee was formed with a new Chair, and an induction and training session for the new Committee was held on the 1st June 2021. This period also saw the new Head of Internal Audit start in post from 1st January 2021, and the shared Chief Internal Auditor model with other Councils was discontinued.
- 1.4 2020/21 Audit & Accounts Committee meetings were held in public, other than three meetings which were scheduled in addition to the normal Committee calendar, on the 23rd December 2020 and the 5th and 26th March 2021. These meetings were held in private session, on the grounds that the agenda contained exempt information under Paragraphs 1, 2 & 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed.
- 1.5 The Committee has been structured around the following responsibilities:
  - Considering and approving the Annual Statement of Accounts;
  - Ensuring that the financial management of the Council is adequate and effective;
  - Ensuring that the Council has a sound system of internal control, which facilitates the effective exercise of the Council's functions and which includes arrangements for the management of risk;
  - Reviewing annually the Council's system of internal control and agreeing an Annual Governance Statement; and
  - Ensuring that the Council has an adequate and effective Internal Audit function.

## 2. The Committee's relationship with Internal Audit

- 2.1 A key part of the Committee's role is to both challenge and support the Internal Audit service. The Committee has supported a flexible approach from the Internal Audit team, which ensures that planned coverage is continually



re-assessed to direct audit resource towards areas of emerging risk, rather than a static plan agreed some months before. The Committee has taken a proactive role in this approach, both by suggesting pieces of work for Internal Audit, contributing ideas towards the detailed brief, and requesting updates from Internal Audit and Council services on implementation of actions.

- 2.2 In its role of overseeing the work of Internal Audit, every ordinary meeting of the Audit & Accounts Committee was provided with updates on progress in delivering the agreed Annual Audit Plan. In 2020/21, Cambridgeshire County Council was significantly impacted by the Covid-19 pandemic, and Internal Audit resource was redirected in-year to support the organisation's response to this critical emerging risk, in line with best practice. While the Internal Audit Plan was significantly revised to accommodate the need for this work, the work completed in-year remained sufficient to support an evidence-based opinion over the control environment. Internal Audit has produced an Annual Report where the Head of Internal Audit has provided his annual opinion as below:

*On the basis of the audit work undertaken during the 2020/21 financial year, a strong satisfactory assurance opinion has been reached. My opinion is derived from an assessment of the range of individual opinions arising from work completed in 2020/21 by the Internal Audit team, taking account of the relative materiality of each area under review, and considering management's progress in addressing control weaknesses.*

*I would particularly highlight the following key pieces of evidence on which my opinion is based:*

- *Review of the organisation's Code of Corporate Governance and the evidence supporting the Council's Annual Governance Statement, which demonstrate a sound core of organisational governance;*
- *Reviews of Key Financial Systems consistently demonstrating a good or satisfactory assurance across all systems;*
- *The organisational response to the Covid-19 pandemic, which demonstrated the strength of the Council's business continuity and risk management processes and the ability of senior management to respond effectively to unexpected challenges;*
- *In previous years, Internal Audit has highlighted a number of contract management issues in individual projects managed by the Major Infrastructure Delivery (MID) service. In 2020/21, at the service's request, Internal Audit implemented a full review of contract management in the service, including evaluating four major projects and assessing MID capital programme governance as a whole. This work identified significant areas for improvement; however the service has responded rapidly to these concerns, and action plans to address the issues are already underway.*

- *Although a high-profile issue relating to the tenancy of Manor Farm was reported publicly in 2020/21, this was first raised with the Internal Audit team in 2019. The affected service has responded positively to the issues identified, and the action plan to address the concerns is in the public domain. Additionally, it is noted that the organisation has completed a full review of the Whistleblowing Policy in light of the issues raised.*

*It should be noted that no systems of control can provide absolute assurance against material misstatement or loss, nor can Internal Audit give that assurance.*

- 2.3 During 2020/21, Key Financial Systems audits were again undertaken as joint reviews of the shared Cambridgeshire County Council, Milton Keynes and Northamptonshire County Council LGSS systems. Internal Audit colleagues based across the three Councils delivered reviews of the key financial systems, with the exception of the Payroll audit. This was due to be delivered by colleagues at Milton Keynes Council as part of these joint arrangements; however, Milton Keynes officers subsequently contacted the Head of Internal Audit to confirm that due to staff sickness, they were currently unable to complete the Payroll audit. Cambridgeshire Internal Audit staff therefore completed a piece of work on Payroll Analytics to review any trends, patterns or significant variances within full time equivalent (FTE) averages. As a result of this work, no significant variances or anomalies were identified.
- 2.4 Due to the exceptional pressures created by the Covid-19 pandemic, at the start of the 2020/21 financial year the former Chief Internal Auditor agreed a change to usual working practices, to create greater capacity to respond to the additional reactive work required of the Internal Audit team at this point. As such, follow-up of implementation of actions was also placed on hold at this time.
- 2.5 As Covid-19 pressures eased, Internal Audit completed a comprehensive review of all recommended actions to ensure that all business-critical actions were being implemented by services. This review re-evaluated the risk profile of each individual recommendation made, to identify where traditional audit follow-up was required for actions related to higher-risk areas and where actions related to lower-risk areas do not require full formal follow-up. The normal process of follow-up and reporting on implementation of agreed audit actions was reinstated by January 2021.

### 3. Proactive Work of the Committee

The following section provides a summary of the proactive work undertaken by the Committee over the last year. This aspect of the Committee's work is vital, and has assisted in improving the effectiveness of the Council's overall corporate governance arrangements.

### 3.1 Corporate Governance

- 3.1.1 The Council's Annual Governance statement is compiled on the basis of the findings of Internal Audit reviews throughout the year, assurance statements from executive and corporate directors and input from senior management and members of the Committee. The 2020/21 Annual Governance Statement was reviewed by the Committee in July 2021, prior to final sign-off and inclusion in the Council's annual Statement of Accounts.

### 3.2 Council Finance and Statement of Accounts

- 3.2.1 Throughout 2020/21, the Committee has maintained its oversight of Council finances, reviewing the quarterly Integrated Finance Monitoring Reports to assess progress in delivering the Council's Business Plan and review the status of the Council's Key Performance Indicators. The Committee regularly inquires and follows-up on areas which have overspends or other issues.
- 3.2.2 The Committee also considers and approves the annual Statement of Accounts both for Cambridgeshire County Council and the Pension Fund. During 2020/21, the Committee received and approved the Council's audited financial statements for the year ending 31 March 2020, the second year in which EY LLP had been our appointed external auditor. The draft Statement of Accounts 2020/21 was presented to Committee on 30th July 2020, ahead of the final review and delegation of approval at the Committee on 24 November 2020. This reflects the disruption caused by Covid-19.
- 3.2.3 The Committee has also received quarterly updates on debt management within the Authority, particularly focusing on the collection of large debts, and has provided review and challenge to income collection and debt recovery improvement activity.

### 3.3 External auditor's value for money conclusion 2017/18

- 3.3.1 During the 2020/21 year BDO LLP (the Council's former External Auditors) continued to consider objections received from a local elector in respect of the 2017/18 and 2016/17 public rights periods. At the meeting of the Audit & Accounts Committee on 25 November 2021, BDO's draft value for money conclusion for the year ended 31 March 2018 was received. BDO's full findings reported at that meeting and the Council's actions in response are available at: [Audit and Accounts Committee - 25 November 2021](#)
- 3.3.2 As part of its work on the value for money conclusion, BDO detected weaknesses with procurement arrangements for two items let in 2015 and 2016. The first relates to winter gritting and the second to consultancy services. Following legal advice, BDO concluded it is likely that the Council breached procurement law in these cases in 2015 and 2016. As a result, BDO expect to issue an "except for" conclusion on the Council's use of resources

and value for money arrangements for 2017-18, and the Audit & Accounts Committee brings this matter to the Full Council's attention through this report.

- 3.3.3 BDO have made twelve recommendations to the Council as a result of its work on procurement which the Council accepts. The Committee considered these recommendations and the steps the Council has already taken since 2017/18 to implement improvements so that the issues in these cases are avoided in future. The Committee agreed to follow-up and monitor progress in this area during Spring 2022. The Council has also obtained advice to ensure that the relevant ongoing contract continues on a lawful basis during the current year. With respect to sustainable use of resources and revenue generation, BDO did not detect any issues which impact on their final conclusions.

### 3.4 Whistleblowing Referrals

- 3.4.1 The Committee received periodic updates on all referrals received under the Whistleblowing policy. Whilst cases that remain ongoing cannot be reported publicly, it can be reported that no completed cases identified material control failures or fraud. In all completed cases the Committee was satisfied that robust action was taken as appropriate.

### 3.5 Farms Audit

- 3.5.1 The Committee received regular updates on the progress of this audit throughout 2020/21.
- 3.5.2 Following an Extraordinary meeting of the Audit & Accounts Committee on the 23rd December 2020, it had been agreed that the Chief Executive would appoint an independent auditor to complete the investigation into Manor Farm, as the former Chief Internal Auditor was unable, due to sickness, to complete the internal audit into this matter. The former Chair of the Committee met with Mazars LLP, the independent audit firm appointed in December 2020 to complete the audit.
- 3.5.3 The final report by Mazars was presented to the Committee on the 5th March. Due to legal advice received, the majority of the meeting was held in private session other than consideration of a detailed action plan relating to the management of the County Farms estate, which was discussed and published publicly. Subsequent to this meeting, the Committee has also received and approved an updated Whistleblowing Policy and a new Conflict of Interest Policy for Members.
- 3.5.4 Recommendations from the Mazars report regarding potential actions in respect of code of conduct issues were referred for consideration at a meeting of the Constitution and Ethics Committee on 27th July 2021.

### 3.6 Risk Management

- 3.6.1 The Audit & Accounts Committee also maintains oversight of risk management processes at the Council. Cambridgeshire County Council maintains an approved Risk Management Policy and Risk Management Procedures. During 2020/21, the Joint Management Team and Directorate Management Teams formally considered risk on a quarterly basis. However, as part of the Council's immediate response to the Covid-19 pandemic, a bespoke risk register and action tracker was created to help manage the challenges, and Joint Management Team (JMT) formally agreed a departure from the Council's business-as-usual risk management processes. This approach continued until November 2020, by which time risk controls had been put in place against all COVID risks and actions were being managed within Directorates and monitored by JMT.
- 3.6.2 The Audit & Accounts Committee received updates on the risk management approach adopted via reporting from Internal Audit, and the Annual Governance Statement presented to Committee in July 2021 gave a comprehensive overview of how the Council's risk management responded to the pandemic over the previous year.

## 4. Terms of Reference for the Committee

- 4.1 Having been fully reviewed and revised in 2016/17, the Terms of Reference for the Audit & Accounts Committee were reviewed by the Committee in May 2018 and retained with no changes. The Committee is advised that the document remains current and consistent with best practice.

## 5. 2020/21 Covid Pandemic

- 5.1 Covid 19 has had a major impact across the Council. As a result of the pandemic, the Committee met virtually for much of the 2020/21 financial year, with meetings focussed (as agreed across group leaders) on matters requiring decision.
- 5.2 This has impacted on the work of the Committee and the services that serve it, i.e. Finance, Legal, Internal and External Audit. The Committee has been kept informed and briefed by the relevant services, but often outside formal meetings, particularly in the early part of 2020/21 where formal meetings were deferred for some months.
- 5.3 The work of the Committee began returning to normality in the second half of 2020/21 and normal function has resumed as of 2021/22.

## 6. Source Documents

- 6.1 Audit and Accounts Committee agendas and minutes.  
[Audit and Accounts Committee - Agenda and Minutes](#)

## Cambridgeshire County Council

### Appointments to Outside Bodies: County Council Appointments

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
Cambridgeshire and Peterborough Combined Authority	11	1	<p>Leader of the Council – Councillor Lucy Nethsingha (LD)</p> <p>Substitute: Councillor Elisa Meschini (L)</p>	Other Public Body	<p>Democratic Services Room 117 Shire Hall Cambridge CB3 0AP</p> <p><a href="mailto:richenda.greenhill@cambridgeshire.gov.uk">richenda.greenhill@cambridgeshire.gov.uk</a></p>
Cambridgeshire and Peterborough Combined Authority – Overview and Scrutiny Committee	11	2	<p>Councillor Mark Goldsack (C) Councillor Michael Atkins (LD)</p> <p>Substitutes: Councillor Steve Count (C) Councillor Piers Coutts (LD)</p>	Other Public Body	<p>Anne Gardiner</p> <p>Cambridgeshire and Peterborough Combined Authority</p> <p><a href="mailto:anne.gardiner@cambridgeshire-ca.gov.uk">anne.gardiner@cambridgeshire-ca.gov.uk</a></p>
Cambridgeshire and Peterborough Combined Authority – Audit and Governance Committee	5	1	<p>Councillor Graham Wilson (LD)</p> <p>Substitute: Councillor Michael Atkins (LD)</p>	Other Public Body	<p>Anne Gardiner</p> <p>Cambridgeshire and Peterborough Combined Authority</p> <p><a href="mailto:anne.gardiner@cambridgeshire-ca.gov.uk">anne.gardiner@cambridgeshire-ca.gov.uk</a></p>

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
Cambridgeshire and Peterborough Fire Authority	3	13	<ol style="list-style-type: none"> <li>Councillor Simon Bywater (C)</li> <li>Councillor Ian Gardener (C)</li> <li>Councillor John Gowing (C)</li> <li>Councillor Mac McGuire (C)</li> <li>Councillor Kevin Reynolds (C)</li> <li>Councillor Mandy Smith (C)</li> <li>Councillor Sebastian Kindersley (LD)</li> <li>Councillor Peter McDonald (LD)</li> <li>Councillor Edna Murphy (LD)</li> <li>Councillor Philippa Slatter (LD)</li> <li>Councillor Bryony Goodliffe (L)</li> <li><del>Councillor Hilary Cox Condron</del></li> <li><b>Councillor Catherine Rae</b> (L)</li> <li>Councillor Simone Taylor (Ind)</li> </ol>	Other Public Body	Dawn Cave  Democratic Services  <a href="mailto:dawn.cave@cambridgeshire.gov.uk">dawn.cave@cambridgeshire.gov.uk</a>
Cambridgeshire Police and Crime Panel  The role of the panel is to scrutinise the Police and Crime Commissioner.	7	3	<ol style="list-style-type: none"> <li>Councillor Steve Tierney (C)</li> <li>Councillor Anna Bradnam (LD)</li> <li>Councillor Stephen Ferguson (Ind)</li> </ol> Substitutes <ol style="list-style-type: none"> <li>Councillor David Connor (C)</li> <li>Councillor Graham Wilson (LD)</li> <li>Councillor Tom Sanderson (Ind)</li> </ol> <i>Proportionality advised by Peterborough City Council</i>	Other Public Body representative	Jane Webb  Peterborough City Council  <a href="mailto:jane.webb@peterborough.gov.uk">jane.webb@peterborough.gov.uk</a>
County Councils' Network Council	3-4	4	<ol style="list-style-type: none"> <li>Councillor Steve Count (C)</li> <li>Councillor Lucy Nethsingha (LD)</li> <li>Councillor Elisa Meschini (L)</li> <li>Councillor Tom Sanderson (Ind)</li> </ol>	Unincorporated Association	Simon Edwards Local Government House, Smith Square, London, SW1P 3HZ

Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
East of England Local Government Association	1 minimum	1	Leader of the Council – Councillor Lucy Nethsingha (LD)	Unincorporated Association	Cheryl Davenport West Suffolk House Western Way Bury St Edmunds IP33 3YU
Greater Cambridge Partnership Executive Board	Quarterly	1	Councillor Elisa Meschini (L) (Substitute – Councillor Peter McDonald (LD))	Other Public Body	Wilma Wilkie  Greater Cambridge Partnership  <a href="mailto:wilma.wilkie@cambridgeshire.gov.uk">wilma.wilkie@cambridgeshire.gov.uk</a>
Greater Cambridge Partnership Joint Assembly	Quarterly	3	<i>Political proportionality of Cambridgeshire County Council seats on the Assembly shall reflect that amongst the Council's elected members for the divisions within South Cambridgeshire District Council and Cambridge City Council administrative boundaries and that the representatives shall be drawn from those divisions and will be appointed on the nomination of the relevant Group Leaders</i>  Currently: 1. Councillor Alex Beckett (LD) 2. Councillor Brian Milnes (LD) 3. Councillor Neil Shailer (L)	Other Public Body	Wilma Wilkie  Greater Cambridge Partnership  <a href="mailto:Wilma.Wilkie@cambridgeshire.gov.uk">Wilma.Wilkie@cambridgeshire.gov.uk</a>



Name of Outside Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Contact Details
<b>Local Government Association</b> National representative body of all Local Authorities	3-4	4	1. Councillor Steve Count (C) 2. Councillor Lucy Nethsingha (LD) 3. Councillor Elisa Meschini (L) 4. Councillor Tom Sanderson (Ind)	Unincorporated Association	Fatima de Abreu Member Services Assistant Local Government Association



## Cambridgeshire & Peterborough Combined Authority

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

Audit and Governance Committee  
17th December 2021  
Councillor Graham Wilson

Overview and Scrutiny Committee  
25 October, 22 November, and 13th December 2021  
Councillor Michael Atkins  
Councillor Mark Goldsack

Combined Authority Board  
27 October and 24 November 2021  
Councillor Lucy Nethsingha

The above meetings have taken place in October, November and December 2021.

#### Audit and Governance Committee – 17th December 2021

The Audit and Governance Committee met on 17th December 2021; the decision summary is attached as Appendix 1.

#### Overview and Scrutiny Committee – 25th October, 22nd November and 13th December 2021

The Overview and Scrutiny Committee met on 25th October, 22nd November and 13th December 2021; the decision summaries are attached as Appendices 2, 3 and 4.

#### Combined Authority Board – 27th October and 24th November 2021

The Combined Authority Board met on 27th October and 24th November 2021; the decision summaries are attached as Appendices 5 and 6.

The agendas and minutes of the meetings are on the Combined Authority's website  
– Link in the appendices.

## Audit and Governance Committee Decision Summary

Meeting: 17 December 2021

Agenda/Minutes: [Audit and Governance Committee – 17th December 2021](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1	<b>Apologies and Declarations of Interests</b>	<p>Apologies were received from Cllr Shaz Nawaz, Peterborough County Council who was substituted by Cllr Mohammed Haseeb.</p> <p>Apologies were also received from Cllr's Graham Bull and Mac Maguire, Huntingdonshire District Council; and Cllr Tony Mason, South Cambridgeshire District Council whose substitute Cllr Peter Fane joined the meeting remotely. No disclosable interests were declared.</p>
2	<b>Chair's Announcements</b>	<p>The Chair made the following announcements:</p> <ol style="list-style-type: none"> <li>1. Given this meeting was rearranged from the scheduled date on 26 November due to issues of quoracy the Chair encouraged members to have a dialogue with their named substitutes to avoid the risk of future meetings being inquorate and having to be abandoned.</li> <li>2. The Chair informed the Committee of the latest public health guidelines encouraging business at meetings to be reduced and to only consider items which require a timely decision. To that end the Chair proposed to</li> </ol>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>reduce the agenda for the meeting and suggested deferring items 4, 6, 10, 12 and 13 on the agenda to the next meeting of the Committee. This was agreed.</p> <p>3. The development session on the role of the Audit &amp; Governance Committee and projects would be rescheduled to 2022.</p> <p>4. The Chair informed the Committee that an Independent Person for the Authority's complaints procedure has been appointed and the decisions had been ratified by the Combined Authority Board. David Pearl had been appointed with the reserve Independent Person being Gillian Holmes.</p>
3	<b>Minutes of the Previous Meeting and Action Notes</b>	<p>The minutes from the meeting held on 24 September 2021 were agreed as a correct record.</p> <p>The Actions from the previous meeting were noted.</p>
4	<b>Combined Authority Update</b>	This item was deferred.
5	<b>Corporate Risk Register</b>	<p>The Committee received the report from the Monitoring Officer The Committee questioned whether risks 21 and 32, related to housing, should be increased and have the same scores, which is currently not the case. This Committee's concerns would be raised with the Director of Housing.</p> <p>The Committee noted the report.</p>
6	<b>Internal Audit</b>	This item was deferred.
7	<b>External Audit</b>	The Committee received the report from the Deputy Finance Officer and Mark Hodgson, from Ernst & Young.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		The Committee AGREED:  a) The management letter of representation for the external audit opinion.
8	<b>Annual Accounts and Annual Governance Statement</b>	The Committee received the report from the Deputy Chief Finance Officer.  The Committee AGREED:  a) to approve the annual accounts; b) to approve the Annual Governance Statement.
9	<b>Re-tendering Process</b>	The Committee were requested to consider a recommendation to opt into the national scheme for auditor appointments for the period 2023/24 to 2027/28. The Combined Authority Board would be considering this at their January 2022 meeting.  The Chair asked the Committee if they were content with the recommendation to opt into the national scheme and make a recommendation to the Combined Authority Board on that basis. The Chair moved to support the recommendation, and this was seconded by Cllr Brown.  The Committee AGREED: a) to support opting into the national scheme for auditor appointments for the period 2023/24 to 2027/28; b) to make a recommendation to the Combined Authority Board on this basis.
10	<b>Climate Change</b>	This item was deferred.
11	<b>Combined Authority Constitution Review</b>	The Committee received the report which asked them to review the amendments to the Combined Authority Constitution following the annual review.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>The Committee AGREED to:</p> <ul style="list-style-type: none"> <li>a) Approve the revisions following the annual review of the Constitution, subject to the amendment suggested in 11.3 above;</li> <li>b) Recommend the revisions to the Combined Authority Board.</li> </ul>
12	<b>Treasury Management Strategy</b>	This item was deferred.
13	<b>Trading Companies</b>	This item was deferred.
14	<b>Work Programme</b>	<p>The work programme was noted.</p> <p>With regard to the deferred item on Trading Companies, there was a request for further information and background on the Combined Authority Board oversight of the subsidiaries as well as a list of the Board members for each Company.</p>
15	<b>Date of next meeting</b>	<p>The Committee would next meet on Friday, 28 January 2022 at 10:00 at Sand Martin House, Peterborough.</p> <p>This was a change of venue from East Cambridgeshire District Council, Ely.</p>

## Overview and Scrutiny Committee Decision Summary

Meeting: 25 October 2021

Agenda/Minutes: [Overview and Scrutiny Committee – 25 October 2021](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	<b>Apologies</b>	Apologies were received from Cllr Rippeth, substituted by Cllr Fane. Apologies were received from Cllr Coles, Cllr Dew and Cllr Goldsack.
2.	<b>Declarations of Interest</b>	There were no declarations of interest.
3.	<b>Minutes of the Previous Meeting</b>	The minutes of the last meeting were agreed as an accurate record.
4.	<b>Public Questions</b>	There were no public questions received.
5.	<b>Transport Update</b>	The Mayor in his role as the Chair for Transport and Infrastructure Committee and the Transport Manager, provided the Overview and Scrutiny Committee with an update on the work being carried out by officers across the transport schemes requested by the committee.
6.	<b>Confirmation of Lead Member Appointments</b>	The Committee received the report which requested they confirm the appointment of the Lead Members for Housing, Skills and the Transport & Infrastructure Committees, the Business Board and Climate Change & Environment.



Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>The Committee agreed to;</p> <ul style="list-style-type: none"> <li>a) Confirm the appointments of members to the roles of Lead Members for the Housing, Skills and the Transport &amp; Infrastructure Committees, the Business Board and Climate Change &amp; Environment</li> <li>b) b) Appoint Cllr Hay as the Rapporteur for the Bus Reform Review and Cllr Davey as the Rapporteur for the CAM.</li> </ul>
7.	<b>Overview and Scrutiny Arrangements Update</b>	<p>The Committee received the report, which provided the Overview and Scrutiny Committee with an update on the work being carried out by officers in relation to the actions recommended by the Centre for Governance and Scrutiny.</p> <p>The Committee agreed to;</p> <ul style="list-style-type: none"> <li>a) Note the Action Log from officers.</li> <li>b) Approve the Information Sharing Protocol.</li> <li>c) c) Note the feedback from the Combined Authority Board meeting.</li> </ul>
8.	<b>O&amp;S Trading Companies – Terms of Reference</b>	<p>The Committee received the draft terms of reference report in relation to the Committee’s role in scrutinising the Combined Authority’s trading companies, and highlighted the main points raised and issues identified in the report.</p> <p>The Committee agreed to;</p> <ul style="list-style-type: none"> <li>a) Approve the terms of reference of the Committee in relation to the Combined Authority trading companies subject to the removal of part A as they found this sat within A&amp;G Committee’s terms of reference, and that part C be amended to state ‘Review any matter within the Committee’s power, pertaining to the Combined Authority’s trading companies and any future activities of those trading companies.</li> </ul>
9.	<b>Topics for Mayor’s Question Time</b>	<p>The Committee received the report, which requested the Overview and Scrutiny Committee discuss and agree the topic of questions for the Mayor’s Question Time scheduled for the 22nd November 2021.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		The Committee agreed the topics would be affordable housing and the Mayor's priorities.
10.	<b>Combined Authority Forward Plan</b>	The Committee received and noted the Forward Plan.
11.	<b>Overview and Scrutiny Work Programme</b>	<p>The Committee received the report which requested the Committee discuss and make suggestions on the suggested work programme and review any scoping reviews that have been received by the Scrutiny Officer.</p> <p>The Committee agreed to;</p> <ul style="list-style-type: none"> <li>a) approve the work programme.</li> <li>b) note the additional date in March to accommodate the second Mayor's Question Time.</li> <li>c) approved the scoping report for the Accommodation Strategy to be taken forward.</li> </ul>
12.	<b>Combined Authority Board Agenda</b>	The Committee agreed that no questions should be asked at the CA Board meeting.
13.	<b>Date and Time of Next Meeting</b>	The next meeting of the Committee would be on Monday, 22 November 2021 11:00am at Sand Martin House, Peterborough.

## Overview and Scrutiny Committee Decision Summary

Meeting: 22 November 2021

Agenda/Minutes: [Overview and Scrutiny Committee – 22 November 2021](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	<b>Apologies</b>	Apologies received from Cllr M. Davey by Cllr S. Smith
2.	<b>Declarations of Interest</b>	There were no declarations of interest.
3.	<b>Minutes of the Previous Meeting</b>	The minutes of the last meeting were agreed as an accurate record.
4.	<b>Mayor's Opening Statement</b>	There were no public questions received.
5.	<b>Questions to the Mayor from Members of the Committee</b>	The Chair referred the Committee to the pre-submitted questions for which the written responses had now been published on the website, which are available to view at <a href="#">Mayor's Questions and Responses</a> . Supplementary questions were asked of the Mayor and he responded accordingly.
6.	<b>Closing Statement from the Mayor and Chair</b>	Following the Mayor's contribution, the Chair opened discussion around areas that the Committee might wish for the work programme either in the short-, medium-, or longer-term or for future briefings. The following were raised as areas the Committee could consider moving forward:

Item	Topic	Decision [ <i>None of the decisions below are key decisions</i> ]
		<ul style="list-style-type: none"> <li>• Domestic/commercial waste: delivering similar processes across all constituent authorities</li> <li>• Growth Ambition Statement: when the indicators are revealed the Committee to consider these</li> <li>• Affordable and Social Housing: the issue of developers not being accommodating to build such housing and developers not meeting their affordable housing targets; and the issue of funding from central government and the Mayor's ongoing discussions with the DLUHC</li> <li>• Retrofitting and insulation: the ability of the Mayor to push his authority downwards to constituent authorities to spend money on this; and support and advice for residents across all tenures</li> <li>• Flooding and water management: what influence can the Mayor bring to these with constituent authorities?</li> <li>• The Mayoral philosophy: reflecting on how the Committee understands the developing metrics and how these are applied to skills, transport, and housing</li> </ul>
7.	<b>Overview &amp; Scrutiny Committee Work Programme</b>	<p>The two scoping documents presented to the meeting were noted. Cllr Atkins stated he would be presenting a complementary timeline to the Committee on the Climate Change scoping document.</p> <p>The Chair stated she would bring a report on the Devolution Deal to the next meeting of the Committee.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		Cllr Goldsack as rapporteur for the work on the Combined Authority's Accommodation Strategy agreed to prepare an update for the Committee's next meeting.
8.	<b>Date and Time of Next Meeting</b>	<p>The next meeting of the Committee would be on Monday, 13 December 2021 at 11:00 at New Shire Hall, Alconbury.</p> <p>There was some discussion over the use of New Shire Hall as a future venue for Committee meetings as concern was raised to its accessibility for those travelling by public transport or active travel. It was agreed that the December meeting would remain at the venue but the scheduled Committee meetings in February and April be moved to alternative venues.</p>

## Overview and Scrutiny Committee Decision Summary

Meeting: 13 December 2021

Agenda/Minutes: [Overview and Scrutiny Committee – 13 December 2021](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	<b>Apologies</b>	Cllr M Goldsack, Cambridgeshire County Council, substituted by Cllr S Count Cllr S Corney, Huntingdonshire District Council substituted by Cllr E Butler.
2.	<b>Declarations of Interest</b>	Cllr D Baigent declared an interest as a member of the Cambridgeshire Cycling Campaign.
3.	<b>Minutes of the Previous Meeting</b>	The minutes of the last meeting were agreed as an accurate record.
4.	<b>O&amp;S Arrangements Update</b>	<p>The Committee received the report from the Interim Head of Governance who provided an update to the Committee on the Overview and Scrutiny Committee arrangements.</p> <p>The Committee considered the Conflicts Protocol presented to them. Whilst there was some consensus on the need for such a protocol, there was agreement that, as presented, it should not be approved.</p> <p>It was agreed that the comments of Members be taken into account and a revised protocol be presented in the new year.</p> <p>The action log was noted, and Members were content with progress.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
5.	<b>Draft Sustainable Growth Ambition Statement and 2022/23 Draft Budget and Medium-term Financial Plan (MTFP) 2022 to 2026</b>	<p>The Committee received the report from the Chief Finance officer and Director for Delivery and Strategy.</p> <p>Following the comments of the Committee the Chair stated she would make representation to the Combined Authority Board on the lack of completeness on the budget as it goes out to public consultation.</p> <p>The Chief Finance Officer confirmed a formal note of the questions asked by the Committee and its comments would be part of the formal consultation process and that responses would be provided to the Committee at its meeting in January 2022.</p>
6.	<b>Devolution Deal</b>	<p>The Committee received the report from the Chair, Cllr Lorna Dupre. It was agreed to forward the report received by the Committee to the Combined Authority Board in its entirety to provide the Board with the opportunity to consider revisiting the Deal. It was agreed to frame a question on the Devolution Deal for the public Mayor's Question Time in March 2022.</p> <p>It was agreed to reconsider the Deal at the Committee on a six-monthly basis commencing in June 2022 so that the Committee might make recommendations to inform development.</p>
7.	<b>Accommodation Strategy</b>	<p>The Committee received the report from the rapporteur, Cllr Mark Goldsack in his absence.</p> <p>It was agreed to receive an update at the next meeting of the Committee with responses to these questions as well as receiving any additional information that will be, by then, known.</p>
8.	<b>Combined Authority Forward Plan</b>	The Forward Plan was noted.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		As Lead Member for Skills Cllr Coles stated that any changes on who will be the lead officer for Skills in the new year will need to be reported to the Committee as soon as known.
9.	<b>Work Programme</b>	The Committee noted the work programme.
10.	<b>Date and Time of Next Meeting</b>	The next meeting of the Committee is on Monday, 24 January 2022 at 11:00 at Fenland Hall.



## Combined Authority Board Decision Summary

Meeting: 27 October 2021

Agenda/Minutes: [Combined Authority Board - 27 October 2021](#)

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

### Part 1 - Governance Items

#### 1.1 Announcements, Apologies for Absence and Declarations of Interest

Apologies were received from Councillor Lewis Herbert, substituted by Councillor Martin Smart, and Councillor Chis Boden, substituted by Councillor Jan French.

There were no declarations of interest.

#### 1.2 Minutes of the Combined Authority Board meeting on 29th September 2021

The minutes of the meeting on 29 September 2021 were approved as an accurate record, subject to some factual corrections in relation to comments attributed to Councillor Bailey.

#### 1.3 Petitions

No petitions were received.

## 1.4 Public Questions

One public question was received. The question and written response (once published) can be viewed [here](#).

## Part 2 – Combined Authority Decisions

### 2.1 Future Proposals for One CAM Ltd and Local Transport Plan Refresh

It was resolved to:

- a) Note progress on the Local Transport Plan (LTP) refresh;
- b) Provide feedback on the development of the Local Transport and Connectivity (LTCP) programme, outlining key areas to be addressed within the Soft Launch engagement, in relation to the overarching vision, aims and objectives as well as key challenges and opportunities;
- c) Note that the Transport and Infrastructure Committee has invited officers to review the relevance of the LTP CAM Sub-Strategy following a decision on the ONECAM SPV, and to report back to a future Transport and Infrastructure Committee;
- d) Permanently stop the development of the CAM programme and agree that One CAM Limited can permanently cease work; and
- e) Agree to a programme of initial public engagement for four weeks in November 2021, followed by a six-week consultation in January 2022 of the framework document, with the Final Plan delivered to Board March 2022 meeting.

In respect of One CAM LTD, to:

- a) Agree that the company be placed into dormancy, followed by strike off from the register of companies;

- b) Approve that the costs associated with the closure of One CAM Limited (as set out in this report) be met;
- c) Agree the remaining shareholders' funds repaid by One CAM Limited be returned to the Recycled Growth Fund as partial reimbursement for the Business Board's £995k investment in the project; and
- d) Agree to transfer funds from the Combined Authority's Capital Single Pot to the Recycled Growth Funds to reimburse any shortfall between the £995k invested by the Business Board and the shareholder's funds received by the Combined Authority from One CAM Limited.

## 2.2 Bus Service Reform

It was resolved to:

- a) Delegate authority to the Head of Transport, in consultation with the Chair of the Transport and Infrastructure Committee, the Monitoring Officer and the Chief Finance Officer, to submit the Authority's Bus Service Improvement Plan to the Department for Transport no later than 29th October 2021;
- b) Delegate authority to the Head of Transport, in consultation with the Chair of the Transport and Infrastructure Committee, the Monitoring Officer and the Chief Finance Officer, to progress at the earliest opportunity the designated BSIP activities should the funding from Department for Transport (DfT) be approved; and
- c) Approve public engagement on the Bus Reform proposals following completion of the independent audit of the Outline Business Case.

## 2.3 OxCam Arc Spatial Framework Position Statement

It was resolved to:

- a) Note the response to the government's consultation attached at Appendix 1;
- b) Note the issues raised by constituent authorities, parish councils and other respondents to the consultation in Cambridgeshire and Peterborough; and

- c) Mandate the Mayor, Lead Members and officers to engage proactively in discussions with government as it enters the next phase of developing its proposed spatial framework.

## 2.4 Strategic Water Issues

It was resolved to:

- a) Agree that the Combined Authority should send a senior representative to the Sponsor Group of the Future Fens Integrated Adaptation Initiative, and approve a financial contribution of £40,000 in 2021-22 from the Non-Strategic Spatial Framework budget line to support the initiative in developing a business case for investment in water management and climate change adaptation in the Fens;
- b) Agree that the Combined Authority should join the Water Resources East (WRE) Board and approve the expenditure of £7,500 in 2021-22 from the Non-Statutory Spatial Framework budget as a subscription to WRE membership; and
- c) Subject to recommendation (b) being approved, delegate authority to the Chief Executive to nominate a senior officer to represent the Combined Authority on the Water Resources East Board.

## 2.5 Net Zero Compliant Policies: Making an Immediate Difference

It was resolved to:

- a) Endorse the proposed framework for an Action Plan as set out at Appendix 1, and ask the Climate Working Group to prepare by 28 February 2022, for subsequent consideration by the Board on 30 March 2022, a more ambitious, comprehensive and public friendly Action Plan setting out how the Combined Authority will take action to implement the recommendations of the Cambridgeshire and Peterborough Independent Commission on Climate, or if agreement cannot be reached among partners by that time, to report on the outstanding issues; and thereafter, ensure an updated Action Plan is brought to the Board before the end of March each year.
- b) Note the setting up of the Climate Working Group to bring partners together to provide system-wide leadership in implementing the wider elements of the Commission's recommendations;

- c) Mandate officers to take forward actions with CPCA budget implications through the Medium-Term Financial Plan refresh process and in line with the Assurance Framework requirements for expenditure decisions;
- d) Mandate officers to review the Assurance Framework and project management guidance to ensure that future Board decisions at project gateways can take into account evidence of their climate impact; and
- e) Mandate officers to prepare a procurement policy for consideration by the Board that would set out criteria for applying climate change considerations to the procurement of goods, services, and to future funding agreements with delivery partners. This policy to include:
  - a. appropriate scoring criteria for climate change in tendered goods and services;
  - b. any minimum standards to be applied for suppliers;
  - c. an assessment of impacts on supply chain.

## 2.6 OxCam Arc Environment Principles

It was resolved to:

Endorse the OxCam Arc Environment Principles.

## Part 3 – Combined Authority Governance Reports

### 3.1 Annotated Forward Plan

It was resolved to:

Approve the annotated Forward Plan.

### 3.2 Appointment of Independent Persons

It was resolved to:

- a) Approve the appointment of David Pearl as the Independent Person for the Combined Authority for a four-year term; and
- b) Approve the appointment of Gillian Holmes as the reserve Independent Person for the Combined Authority for a four-year term.

### 3.3 Information Governance: Updated GDPR Policies

It was resolved to:

- a) Approve and adopt the new GDPR policies set out at Appendix 1 to 7; and
- b) Delegate authority to the Monitoring Officer to make consequential amendments to the GDPR policies as required.

## Combined Authority Board Decision Summary

Meeting: 24 November 2021

Agenda/Minutes: [Combined Authority Board - 24 November 2021](#)

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

### Part 1 - Governance Items

#### 1.1 Announcements, Apologies for Absence and Declarations of Interest

Apologies for absence were received from Darryl Preston, Police and Crime Commissioner (substituted by John Peach, Deputy Police and Crime Commissioner) and Councillor Edna Murphy, Chair of the Cambridgeshire and Peterborough Fire Authority.

There were no declarations of interest.

#### 1.2 Minutes of the Combined Authority Board meeting on 27 October 2021

The minutes of the meeting on 27 October 2021 were approved as an accurate record and signed by the Mayor.

#### 1.3 Petitions

No petitions were received.

#### 1.4 Public Questions

One public question was received. The question and written response (once published) can be viewed here - [Public Question and Written Response](#)

## Part 2 – Finance

### 2.1 Budget Monitor Report November 2021

It was resolved to:

- a) Note the financial position of the Combined Authority for the year to date.
- b) Approve the reinstatement of the £750k budget for Cambridge South Station.

### 2.2 Draft Sustainable Growth Ambition Statement and 2022-23 draft budget and medium-term financial plan 2022 to 2026

It was resolved to:

- a) Approve the Draft Sustainable Growth Ambition Statement for consultation.
- b) Approve the Draft Budget for 2022/23 and the Medium-Term Financial Plan 2022/23 to 2025/26 for consultation.
- c) Approve the timetable for consultation and those to be consulted.

## Part 3 – Combined Authority Decisions

### 3.1 Cambridgeshire and Peterborough Independent Commission on Climate Full Report

It was resolved to:



- a) Thank the Commissioners for their work in developing the climate recommendations.
- b) Support the Commission's call for more devolved funding to implement the recommendations.
- c) Agree the development of actions to implement the CPCA recommendations in Appendix 2, subject to appropriate funding and business case assessments.
- d) Request the Climate Working Group consider the additional recommendations for other stakeholders in Appendix 3 as part of its work on the action plan due in February 2022.
- e) Note the recommendation on the future of the Commission and invite officers to develop revised terms of reference with the Chair of the Commission.

### 3.2 Capability Fund 2021-22 Grant Award

It was resolved to:

Approve the release of the Capability Fund grant from Department for Transport (DfT) to Peterborough City Council and Cambridgeshire County Council, as set out in Paragraph 3.1, to deliver against the bid the Combined Authority submitted in April 2021.

### 3.3 St Neots Future High Streets Fund Scheme - Combined Authority Co-Funding Business Case

It was resolved to:

- a) Accept the Business Case produced for Combined Authority match funding towards the St Neots Future High Streets Fund Scheme.
- b) Authorise the Chief Legal Officer and Monitoring Officer to complete the funding agreement with the grant recipient.

### 3.4 Market Towns Programme Investment Prospectus – Approval of recommended projects - November 2021

It was resolved to:

Approve project proposals received under the Market Towns Programme received from East Cambridgeshire District Council for the town of Ely to the sum of £344,000.

### 3.5 Cambridgeshire and Peterborough Business Growth Company Limited - Appointment of new Director

It was resolved to:

Consent to the appointment of Alan Downton, Deputy Chief Officer of the Business Board at the Cambridgeshire Peterborough Combined Authority, as a director of Cambridgeshire and Peterborough Business Growth Company Limited (Growth Co)

### 3.6 Community Renewal Fund Award

It was resolved to:

- a) Note the award of £3,393,851 from Department for Levelling Up, Housing and Communities (DLUHC) jointly with Department for Work and Pensions (DWP) in relation to the Community Renewal Fund
- b) Following acceptance of the grant, delegate authority to the Director of Business and Skills in consultation with the Chief Finance Officer and Monitoring Officer to enter into grant funding agreements on behalf of the Combined Authority with the two approved providers.

By recommendation to the Combined Authority Board

Part 4 – Transport and Infrastructure Committee recommendations to the Combined Authority Board

#### 4.1 March Area Transport Study Outline Business Case

It was resolved to:

Approve the drawdown of **£1.51** million for production of the Full Business Case and detailed design.

#### 4.2 A1260 Nene Parkway Junction 15

It was resolved to:

- a) Approve the Full Business Case.
- b) Approve an allocation of £3.014m from its capital reserves to increase the current subject to approval budget from £5m to the forecast construction cost of £8.014m.
- c) Approve the total £8.014m for the construction phase of the project including the re-profiling of the project budget.

### Part 5 – Skills Committee recommendations to the Combined Authority Board

#### 5.1 Adult Education Budget Commissioning Approach and Statement for 2022-23 onwards

It was resolved to:

- a) Approve the proposed commissioning approach for the devolved Adult Education Budget from 2022-23 academic year onwards, to procure Independent Training Providers under contracts for services for up to £3m per year, subject to Department for Education (DfE) awarding the funding.
- b) Approve the implementation of three-year Plan-Led Funding, for the commissioning of Further Education Colleges and Local Authorities, operating under grant funding, from 2022-23 academic year onwards, subject to DfE funding awards.

- c) Delegate authority to the Director of Business and Skills in consultation with the Chief Finance Officer and Monitoring Officer, to enter into multi-year grant funding agreements with providers on behalf of the Combined Authority, following approval of three-year Plans
- d) Delegate authority to the Director of Business and Skills in consultation with the Chief Finance Officer and Monitoring Officer, to enter into contracts for services with Independent Training Providers on behalf of the Combined Authority, following conclusion of the commissioning process outlined in this report.

## Part 6 – Business Board recommendations to the Combined Authority Board

### 6.1 Strategic Funding Management Review November 2021 and Project Change Request

It was resolved to:

- a) Approve the project change request for the University of Peterborough Phase 2 Car Park infrastructure project.
- b) Approve the proposed strategy for investing Business Board recycled funds, and for the Monitoring Officer to make any relevant changes to the Local Assurance Framework.

### 6.2 Agri-Tech Sector Strategy

It was resolved to:

Approve the adoption of the Agri-Tech Sector Strategy/ Action Plan.

### 6.3 Business Board Annual Report 2020-21

It was resolved to:

- a) Note the Business Board Annual Report 2020-2021.

- b) Note the need for further funding beyond the current allocation for the Annual Report to develop the Business Board microsite, and the intention to request a virement from the forecast underspend on the Business Board Effectiveness Review to meet this need.

## Part 7 – Governance Reports

### 7.1 Combined Authority Committee Membership Changes and Business Board Substitutes November 2021

It was resolved to:

- a) Ratify the appointment by Fenland District Council of Councillor Samantha Hoy as its substitute member on the Housing Committee for the remainder of the municipal year 2021/2022.
- b) Ratify the appointment by East Cambs District Council of Councillor Ian Bovingdon as its member on the Transport and Infrastructure Committee for the remainder of the municipal year 2021/2022.
- c) Approve the reappointment of the nominated substitute member for the Mayor and Lead Member for Economic Growth for the Business Board (Councillor Anna Bailey).
- d) Note the appointment by Peterborough City Council of Councillor Amjad Iqbal as one of its members on the Overview and Scrutiny Committee for the remainder of the municipal year 2021/2022.

### 7.2 Annotated Forward Plan

It was resolved to approve the Forward Plan.

### 7.3 Performance Report

It was resolved to:

Note the latest Performance Dashboard