



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
5 March 2021
Councillor Mark Goldsack

Overview and Scrutiny Committee
22 February 2021
Councillor David Connor
Councillor Jocelyne Scutt

The above meetings have taken place in February and March 2021.

Audit and Governance Committee – 5th March 2021

The Audit and Governance Committee met on 5th March 2021; the decision summary is attached as Appendix 1.

Overview and Scrutiny Committee – 22nd February 2021

The Overview and Scrutiny Committee met on 22nd February 2021; the decision summary is attached as Appendix 2.

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: 5th March 2021

Agenda/Minutes: [Audit and Governance Committee – 5 March 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 | Apologies and Declarations of Interests | No apologies received. There were no declarations of interest. |
| 2 | Chair's Announcements | The Committee noted announcements made by the Chair. |
| 3 | Minutes of the Previous Meeting and Action Notes | The Minutes were approved as a correct record and the actions from the previous meeting noted. |
| 4 | Assurance Framework | <p>The Committee received the Assurance Framework report which asked members to approve and recommend the revised draft of the Assurance Framework to the Combined Authority Board, and to delegate to the Chief Legal Officer and Monitoring Officer (in consultation with the Chair of Audit and Governance, the making of any minor amendments following any further comments received from MHCLG</p> <p>The Committee RESOLVED:</p> <p>i) to approve and recommend the revised draft of the Assurance Framework to the Combined Authority</p> |

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|------|---|--|
| | | <ul style="list-style-type: none"> ii) request that the concerns of the committee were noted around the Business Board adherence to the Nolan Principles as outlined within the document with reference to holding their meetings in private unless determined by the Chair and would recommend that the word 'not' be removed at point 4.1.7 to change the statement to read: 4.1.7: All other meetings of the Business Board shall be open to the public unless determined otherwise by the Chair. iii) that a proposal outlining how the Combined Authority would address the oversight arrangements for Trading Companies going forward and demonstrate how these would be effective; drawing on real examples from Nottingham and Croydon Councils would be brought to the next meeting. iv) to request that how internal controls around trading companies would operate should be included within the Annual Governance Statement. |
| 5 | Revision to Constitution – Housing Committee | <p>The Committee received the report which requested that the Audit and Governance Committee as the custodians of the Combined Authority Constitution consider and comment on a recommendation from the Housing and Communities Committee.</p> <p>The Committee RESOLVED:</p> <ul style="list-style-type: none"> i) That all amendments to the constitution should be received and reviewed when the committee reviewed the constitution which would be done in July. ii) That the committee would feedback that it felt that the Culture and Tourism portfolio would be better placed within the Combined Authority |

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|------|--|--|
| | | Board or an alternative executive committee rather than the Business Board. |
| 6 | Capital Investment Strategy | <p>The Committee received the report which asked them to review the proposed Capital Strategy for 2021/22</p> <p>The Committee noted Capital Strategy for 2021/22.</p> |
| 7 | External Audit – Outline Audit Plan | <p>The Committee received the report which provided the Committee with EY’s outline audit plan for the 2020/21 financial statements.</p> <p>The Committee noted the report.</p> |
| 8 | Information Governance Update | <p>The Committee received the report which advised the Audit and Governance Committee of the Information Governance report including findings and recommendations for implementation.</p> <p>The Committee RESOLVED:</p> <ul style="list-style-type: none"> i) to note the findings and recommendations of the report on Information Governance, which will be implemented at the Combined Authority. ii) to agree 6 monthly reporting into the Committee on information governance matters |
| 9 | Standing Enquiries | <p>The Committee received the report which set out the proposal for how the Committee should consider updates on whistleblowing, fraud and complaints.</p> <p>The Committee RESOLVED:</p> |

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|-----------|--|--|
| | | i) to note the report ii) that a report be brought on a six-monthly basis which would provide an update on whistleblowing, fraud, and complaints. |
| 10 | Work Programme for the Audit & Governance Committee | The work programme was received and noted. |
| 11 | Date of next meeting | Tuesday 6 th April 2021 from 10.00 a.m. via the Zoom platform. |

Overview and Scrutiny Committee Decision Summary

Meeting: 22 February 2021

Agenda/Minutes: [Overview and Scrutiny Committee – 22 February 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. | Apologies | Apologies received from Cllr Jordan (Huntingdonshire District Council) substituted by Cllr Mike Humphrey. |
| 2. | Declarations of Interest | There were no declarations of interest. |
| 3. | Minutes of the Previous Meeting | The minutes of the last meeting were agreed as an accurate record. |
| 4. | Public Questions | There were no public questions received. |
| 5. | Combined Authority Director of Delivery and Strategy | The Committee received the report from the Director for Delivery and Strategy which provided an update on the Delivery and Strategy Directorate's work programme. The Committee RESOLVED: |

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|------|--|---|
| | | <p>In response to a question about the MTFP budget for Delivery and Strategy; the Director agreed to provide the committee with a breakdown of the figures.</p> <p>In response to a question about the allocation of projects across the county the Director agreed to circulate the Local Transport Plan map of projects to highlight the spread of projects across the county.</p> |
| 6. | EU Update Paper | <p>The Committee received the report from the Director for Business and Skills which provided an update to the Committee on work that had been undertaken over the past 12 months, plus ongoing and future work, to support business leaders to prepare for and adapt to changes resulting from the UK's departure from, and more recently, the new Trade Deal with the European Union.</p> <p>The Committee RESOLVED:</p> <p>The Director agreed to provide the committee with a breakdown of the sectors which had contacted the team for support and in particular to check if Arts and Service sectors had been particularly effected.</p> <p>In response to a question about whether there had been a reduction in the amount of freight through the county in particular on the A14 since the new trade deal officers agreed to look at whether we hold this information and would provide the detail to the committee .</p> |
| 7. | Bus Review – Task and Finish Group Update | <p>The Committee received the report which provided an update on the work of the Bus Review – Task and Finish Group.</p> <p>The Committee RESOLVED:</p> <p>i) Note the report.</p> |

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|------|---|--|
| | | <p>ii) That the Bus Review Task and Finish Group be closed and that the new committee post-election consider when to reconstitute the group in light of further work being undertaken by the Combined Authority.</p> |
| 8. | <p>Business Board Lead Member Report</p> | <p>The Committee received the report which outlined the role description for the Lead Member for the Business Board and asked the committee to recommend to the Business Board the adoption of this role as part of their scrutiny arrangements.</p> <p>The Committee RESOLVED:</p> <ul style="list-style-type: none"> i) that information be provided on what scrutiny arrangements other LEP's across the country have; with some case studies to be provided. ii) that scrutiny of the Business Board be added to the programme for the training session with CfGS. <p>The Committee requested a recorded vote and RESOLVED with 11 votes in favour and 2 abstentions to:</p> <ul style="list-style-type: none"> a) Invite the Business Board to agree a Lead Member from the Overview and Scrutiny Committee to shadow the Business Board as part of the Scrutiny arrangements for the Business Board; subject to the agreement of the Combined Authority Board. b) Invite the Business Board to agree the role description for the Lead Member shadowing the Business Board, subject to the agreement of the Combined Authority |

| Item | Topic | Decision <i>[None of the decisions below are key decisions]</i> |
|------|---|---|
| | | c) Propose Cllr Murphy for the role as Lead Member for the Business Board |
| 9. | Combined Authority Forward Plan | The CA Forward Plan was noted. |
| 10. | Overview and Scrutiny Committee Work Programme | The Work Programme was noted. |
| 11. | Date of Next Meeting | Friday 5 th March 2021 at 2pm – Training Session with CfGS Monday, 22 March 2021 at 11.00 a.m. with a pre-meeting for Members at 10.00 a.m. |