

# GENERAL PURPOSES COMMITTEE AGENDA PLAN

Published on 1st November 2017  
As at 17th November 2017



Cambridgeshire  
County Council

## Notes

## Agenda Item No.11

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

\* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public. Additional information about confidential items is given at the foot of this document.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
<b>28/11/17</b>	1. Minutes – 24/10/17	M Rowe	Not applicable	15/11/17	17/11/17
	2. Integrated Resources and Performance Report (September)	R Barnes	2017/024		
	3. Resources and Performance Report (September) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	4. Treasury Management Report – Quarter 2*	L Chingwaru	Not applicable		
	5. Second Review of Draft 2018-19 Capital Programme and Capital Prioritisation	C Malyon	Not applicable		
	6. Transformation Fund - 2018/19 Business Planning - Monitoring of Transformation Fund 2017/18	J Wilson	2017/056		
	7. E-Mail Policy	S Grace	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	8. ERP Gold	C Malyon	Not applicable		
<b>19/12/17</b>	1. Minutes – 28/11/17	M Rowe	Not applicable	06/12/17	08/12/17
	2. Integrated Resources and Performance Report (October)	R Barnes	2017/025		
	3. Resources and Performance Report (October) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	4. Amendments to Business Plan Tables (if required)	C Malyon	Not applicable		
	5. Draft Revenue and Capital Business Planning Proposals for 2018-19 to 2022-2023 (whole Council)	C Malyon	Not applicable		
<b>09/01/18</b>	1. Minutes – 19/12/17	M Rowe	Not applicable	21/12/17	29/12/17
	2. Integrated Resources and Performance Report (November)	R Barnes	2018/001		
	3. Resources and Performance Report (November) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	4. Local Government Finance Settlement	C Malyon	Not applicable		
	5. Overview of Business Planning Proposals	C Malyon	Not applicable		
	6. Workforce Strategy*	L Fulcher	Not applicable		
<b>23/01/18</b>	1. Minutes – 09/01/18	M Rowe	Not applicable	10/01/18	12/01/18
	2. Transformation Strategy/Strategic Framework	C Malyon	Not applicable		
	3. Capital Receipts Strategy	C Malyon	Not applicable		
	4. Treasury Management Strategy	C Malyon	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	5. Business Plan*	C Malyon	Not applicable		
	6. Consultation Report	S Grace	Not applicable		
<i>[27/02/18] Provisional Meeting</i>				14/02/18	16/02/18
<b>27/03/18</b>	1. Minutes – 23/01/18	M Rowe	Not applicable	14/03/18	16/03/18
	2. Treasury Management Report – Quarter 3	L Chingwaru	Not applicable		
	3. Integrated Resources and Performance Report (January)	R Barnes	2018/002		
	4. Resources and Performance Report (January) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	5. Transformation Fund Monitoring Report Quarter 3 2017-18	J Wilson	Not applicable		
<i>[24/04/18] Provisional Meeting</i>				11/04/18	13/04/18
<b>29/05/18</b>	1. Minutes – 27/03/18	M Rowe	Not applicable	16/05/18	18/05/18
	2. Integrated Resources and Performance Report (March)	R Barnes	2018/003		
	3. Resources and Performance Report (March) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	4. Treasury Management Report – Quarter 4 and Outturn Report*	L Chingwaru	Not applicable		
<i>[26/06/18] Provisional Meeting</i>					

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
<b>24/07/18</b>	1. Minutes – 29/05/18	R Barnes			
	2. Resources and Performance Report (May) – Corporate and Customer Services and LGSS Managed		Not applicable		
	3. Integrated Resources and Performance Report - May 2017	R Barnes	2018/012		
<i>[21/08/18] Provisional Meeting</i>					
<b>20/09/18</b>	1. Minutes – 24/07/18				
	2. Resources and Performance Report (July) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	3. Integrated Resources and Performance Report – July 2017	R Barnes	2018/015		
	4. Treasury Management Report – Quarter 1	L Chingwaru	Not applicable		
	5. Medium Term Financial Strategy	C Malyon	Not applicable		
	6. Capital Strategy	C Malyon	Not applicable		
	7. Strategic Framework	C Malyon	Not applicable		
	8. Investigation into alternative office software	S Smith	Not applicable		
	9. Transformation Fund Monitoring Report Quarter 1 2018-19	J Wilson	Not applicable		
<b>23/10/18</b>	1. Minutes – 20/09/18				
	2. Resources and Performance Report (August) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	3. Integrated Resources and Performance Report - August 2017	R Barnes	2018/013		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	4. Service Committee Review of Draft Revenue Business Planning Proposals for 2019/20 to 2023/2024	C Malyon	Not applicable		
	5. Draft 2019/20 Capital Programme and Capital Prioritisation	C Malyon	Not applicable		
<b>27/11/18</b>	1. Minutes – 23/10/18				
	2. Resources and Performance Report (September) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	3. Integrated Resources and Performance Report - September 2017	R Barnes	2018/014		
	4. Treasury Management Report – Quarter 2*	L Chingwaru	Not applicable		
	5. Second Review of Draft 2019-20 Capital Programme and Capital Prioritisation	C Malyon	Not applicable		
	6. Business Planning 2019-20 to 2023-24 – update	C Malyon	Not applicable		
	7. Transformation Fund Monitoring Report Quarter 2 2018-19	J Wilson	Not applicable		
<b>18/12/18</b>	1. Minutes – 27/11/18				
	2. Resources and Performance Report (October) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	3. Integrated Resources and Performance Report - October 2017	R Barnes	2018/016		
	4. Amendments to Business Plan Tables (if required)	C Malyon	Not applicable		
	5. Draft Revenue and Capital Business Planning Proposals for 2019-20 to 2023-2024 (whole Council)	C Malyon	Not applicable		
<b>08/01/19</b>	1. Minutes – 18/12/18				

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	2. Resources and Performance Report (November) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	3. Integrated Resources and Performance Report - November 2017	R Barnes	2019/001		
	4. Local Government Finance Settlement	C Malyon	Not applicable		
	5. Overview of Business Planning Proposals	C Malyon	Not applicable		
<b>22/01/19</b>	1. Minutes – 08/01/19				
	2. Capital Receipts Strategy	C Malyon	Not applicable		
	3. Treasury Management Strategy	C Malyon	Not applicable		
	4. Business Plan*	C Malyon	Not applicable		
	5. Consultation Report	S Grace	Not applicable		
<i>[26/02/19] Provisional Meeting</i>					
<b>26/03/19</b>	1. Minutes – 22/01/19				
	2. Resources and Performance Report (January) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	3. Integrated Resources and Performance Report (January)	R Barnes	2019/002		
	4. Treasury Management Report – Quarter 3	L Chingwaru	Not applicable		
<i>[30/04/19] Provisional Meeting</i>					

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
<b>28/05/19</b>	1. Minutes – 26/03/19				
	2. Resources and Performance Report (March) – Corporate and Customer Services and LGSS Managed	T Kelly	Not applicable		
	3. Integrated Resources and Performance Report (March)	R Barnes	2019/003		
	4. Treasury Management Report – Quarter 4 and Outturn Report*	L Chingwaru	Not applicable		

<b>GENERAL PURPOSES COMMITTEE TRAINING PLAN</b>			The Training Plan below includes topic areas for GPC approval. Following sign-off by GPC the details for training and development sessions will be worked up.						
Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
1.	Emergency planning	The Council's roles and responsibilities, how do we respond in an emergency		25th July 2017	Stuart Thomas / Sue Grace		GPC	Bailey Bates Bywater Count Criswell Dupre Hickford Hudson Jenkins Nethsingha Schumann Shuter	80%
2.	Business Intelligence	Data / system integration Date sharing with other authorities. The importance of good governance and information management. <i>(pre reading material required)</i>		28th November 2017	Tom Barden/ Sue Grace		GPC		