

GENERAL PURPOSES COMMITTEE MINUTES-ACTION LOG

This is the updated action log as at 28th June 2021 and captures the actions arising from the most recent General Purposes Committee meeting and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 23rd March 2021					
Minute number	Item title	Responsible officer(s)	Action	Comments	Completed
311	Minutes – 26th January 2021 and Action Log	Steve Cox Graham Hughes	Requested, in relation to the action at item no. 305, the timescale for improving the IT system, and whether there were any plans to change the coding to differentiate between gully or drainage work.	Corporate IT, with support from the Highways service, are leading the development and procurement of a new IT system to replace the current system (Insight). The specification is currently being developed with procurement commencing Autumn 2021. It is anticipated that the procurement and implementation will take approximately 18 months, with an estimated 'go live' date of Spring 2023. At this stage there are no plans to change the current coding, however a new asset management system is being implemented (Kaarbontech) which will significantly improve the management and reporting of gully work.	Completed
		Steve Cox Graham Hughes	Requested, although not directly related to the Action Log, the need to remind Skanska to carry out good housekeeping following the completion of roadworks. It was important that the performance of its operators was monitored in relation to this issue.	Confirmation that Interim Director of Highways & Transport had discussed this with Skanska.	Completed

313	Integrated Finance Monitoring Report for the period ending 31 January 2021	Tom Kelly	<p>The Chairman of C&IC confirmed that the Committee had debated for some time the issues raised in relation to recommendation g). An amendment had been agreed at the meeting which set out that as Fund D was moving towards withdrawing investment in natural gas then the Committee should review the situation in six months' time. He added that the investment was so fluid that the Committee could then either withdraw or increase its funding in the Fund. The Chairman asked officers, if the recommendation was passed, to circulate the report from C&IC on the review to GPC to enable it to re-examine the investment if necessary.</p>	<p>Following the recent constitutional changes, S&R will monitor the investments and receive the report in the first instance, as the Committee with responsibility for treasury management.</p> <p>With respect to fund D, which had been politically divisive, due diligence and onboarding checks had not been completed as at the change of administration. In accordance with the treasury management strategy the Council must also consider the borrowing/refinancing requirement alongside investment. With this in mind, there is currently opportunity to defer further investment in favour of refinancing debt, and an investment in fund D would not proceed unless there was medium/long term support from the administration.</p>	Completed
314	Covid-19 Update Report	Amanda Rose Christine Birchall	<p>The possibility of Communications providing messages through local medical centres and vaccination centres. The Service Manager for Communications reported that she would liaise with the Communications Team at the CCG regarding what guidance was given to people.</p> <p>The need to explore all other communication opportunities</p>	E-mail sent to the Committee on 16 April 2021	Completed

			such as GP and District Councils contacting people via the e-mail addresses they held on record, and village magazines. The Service Manager for Communications confirmed that she would also pick the issue of GP e-mail addresses up with the CCG.		
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