

**GENERAL PURPOSES
COMMITTEE**

Minutes-Action Log



Introduction:

This log captures the actions arising from the General Purposes Committee on 1 July 2014 and updates members on the progress on compliance in delivering the necessary actions.

This is the updated action log as at 1 September 2014.

Minutes of 1st July 2014

Item No.	Item	Action to be taken by	Action	Comments	Completed
14.	Business Planning – Capital Strategy	Chris Malyon			
	1. Update on the total investment for housing provision, which was greater than the total net return.		E-mail sent to General Purposes Committee on 2 July 2014.		Yes
	2. The Chief Finance Officer agreed to provide a detailed report on the Schools' Capital Programme for the next cycle.		To be reported to Children and Young People Committee.	On the agenda for 16 September 2014.	Yes

Item No.	Item	Action to be taken by	Action	Comments	Completed
15.	<p>Business Planning Process</p> <p>A brief analysis of the cost of the consultation.</p>	Chris Malyon	To e-mail the General Purposes Committee the cost of the consultation.	E-mail sent to General Purposes Committee on 5 August 2014.	Yes
17.	<p>Business Planning Overview – Customer Service and Transformation and LGSS Managed</p> <p>To investigate why the 2019/20 figure for ‘Reserves’ of -556 had been included in the table on 2.16.</p> <p>Officers to work with Group Leaders and members of the General Purposes Committee to develop more detailed proposals to be presented to the 9th September meeting</p>	Chris Malyon	Added to the Business Plan item for 9 September.	<p>E-mail sent to General Purposes Committee on 11 August 2014.</p> <p>Included on the agenda for 9 September 2014 meeting. Informal workshop with Group Leaders to take place in August to discuss CS & T budget proposals in preparation for the Oct General Purposes Committee.</p>	Yes

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18.	<p>Scheme of Financial Management</p> <p>To receive a report detailing the total number of debt write offs per service for each year.</p> <p>To delegate to the Chief Finance Officer, in consultation with the Chairman, the need to incorporate the revisions proposed at the meeting in the scheme.</p>	<p>Chris Malyon</p> <p>Chris Malyon</p>	<p>To e-mail the General Purposes Committee.</p> <p>To finalise the revised Scheme of Financial Management.</p>	<p>A report will be produced at the end of September in order to capture 6 months worth of data.</p>	<p>In progress</p>
19 (b)	<p>Customer Service and Transformation and LGSS Managed Finance and Performance Report – Outturn 2014</p> <p>Requested a briefing paper on the use of capital financing underspends.</p>	<p>Chris Malyon</p>	<p>To e-mail the General Purposes Committee.</p>		
20.	<p>Integrated Resources and Performance Report – May 2014</p> <p>To include a proposed revision in the review of performance targets.</p>	<p>Sue Grace</p>	<p>To include an amendment to performance targets in the review of performance targets.</p>	<p>Work underway on revising performance targets.</p>	

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21.	<p>Customer Service and Transformation & LGSS Managed Finance and Performance Report</p> <p>To investigate whether there were any outstanding contractual requirements relating to Carbon Trading Provision.</p>	C Malyon	To e-mail the General Purposes Committee.	E-mail sent to General Purposes Committee on 5 August 2014 and follow up e-mail 27 August 2014.	Yes
22.	<p>Proposed Northstowe Joint Venture</p> <p>To investigate how much longer it would take the Council to realise its full return if adopted Option 2.</p> <p>To investigate whether any proposal to build on land the Council owned was actually on the green belt.</p>	B Menzies B Menzies	To e-mail the General Purposes Committee. To e-mail the General Purposes Committee.	<p>The period of return for Option 2 (A full corporate joint version) will only be known with any degree of certainty when the detailed financial analysis has been completed by the HCA and reviewed by our own experts. This will be an important part of the information that will be needed before the decision to invest is made. Likewise the period of return for investment made under Option 1 would be shorter but the duration would be dependent on the individual investments being made.</p> <p>None of the land that Northstowe is being built on, whether Council owned, or owned by other parties, is in the Green Belt.</p>	Yes Yes

Item No.	Item	Action to be taken by	Action	Comments	Completed
30.	General Purposes Committee Agenda Plan Add three reports to the September meeting.	M Rowe	Added to agenda for 9 September.	Included on the agenda for 9 September 2014 meeting.	Yes