

GENERAL PURPOSES COMMITTEE AGENDA PLAN

Published on 1st September 2017

Agenda Item No.15



Cambridgeshire
County Council

Notes

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 |
|-----------------|---|--------------|---------------------------|----------------------------|----------------------|
| 19/09/17 | 1. Minutes – 25/07/17 | M Rowe | Not applicable | 06/09/17 | 08/09/17 |
| | 2. Integrated Resources and Performance Report (July) | R Bartram | 2017/017 | | |
| | 3. Resources and Performance Report (July) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 4. Treasury Management Report – Quarter 1 | M Batty | Not applicable | | |
| | 5. Review of actions to target outstanding debt | C Law | Not applicable | | |
| | 6. Medium Term Financial Strategy* | C Malyon | Not applicable | | |
| | 7. Capital Strategy* | C Malyon | Not applicable | | |
| | 8. Strategic Framework* | C Malyon | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------------|---|-----------------------|----------------------------------|-----------------------------------|-----------------------------|
| | 9. County Council Consultation Strategy (recommendation from Communities and Partnership Committee) | S Grace | Not applicable | | |
| | 10. Transformation Fund Update | J Wilson | Not applicable | | |
| | 11. Draft Capital Programme including capital finance and prioritisation tables (CS&T and LGSS Managed) | R Bartram | Not applicable | | |
| | 12. Opus LGSS Recruitment Update | P White/ J Maulder | Not applicable | | |
| 24/10/17 | 1. Minutes – 19/09/17 | M Rowe | Not applicable | 11/10/17 | 13/10/17 |
| | 2. Integrated Resources and Performance Report (August) | R Bartram | 2017/023 | | |
| | 3. Resources and Performance Report (August) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 4. Service Committee Review of Draft Revenue Business Planning Proposals for 2018/19 to 2022/2023 | C Malyon | Not applicable | | |
| | 5. Draft 2018/19 Capital Programme and Capital Prioritisation | C Malyon | Not applicable | | |
| | 6. Commercial Investment Strategy | C Malyon | Not applicable | | |
| 28/11/17 | 1. Minutes – 24/10/17 | M Rowe | Not applicable | 15/11/17 | 17/11/17 |
| | 2. Integrated Resources and Performance Report (September) | R Bartram | 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* | M Batty | Not applicable | | |
| | 5. Capital Project – CREATE Update | M Gunn | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------------|---|---------------------|----------------------------------|-----------------------------------|-----------------------------|
| | 6. Second Review of Draft 2018-19 Capital Programme and Capital Prioritisation | C Malyon | Not applicable | | |
| | 7. Business Planning 2018-19 to 2022-23 – update | C Malyon | Not applicable | | |
| 19/12/17 | 1. Minutes – 28/11/17 | M Rowe | Not applicable | 06/12/17 | 08/12/17 |
| | 2. Integrated Resources and Performance Report (October) | R Bartram | 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 | | |
| 09/01/18 | 1. Minutes – 19/12/17 | M Rowe | Not applicable | 21/12/17 | 29/12/17 |
| | 2. Integrated Resources and Performance Report (November) | R Bartram | 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 | | |
| 23/01/18 | 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 | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|--|---------------------|----------------------------------|-----------------------------------|-----------------------------|
| | 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 |
| 27/03/18 | 1. Minutes – 23/01/18 | M Rowe | Not applicable | 14/03/18 | 16/03/18 |
| | 2. Treasury Management Report – Quarter 3 | M Batty | Not applicable | | |
| | 3. Integrated Resources and Performance Report (January) | R Bartram | 2018/002 | | |
| | 4. Resources and Performance Report (January) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| <i>[24/04/18] Provisional Meeting</i> | | | | 11/04/18 | 13/04/18 |
| 29/05/18 | 1. Minutes – 27/03/18 | M Rowe | Not applicable | 16/05/18 | 18/05/18 |
| | 2. Integrated Resources and Performance Report (March) | R Bartram | 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* | M Batty | Not applicable | | |

Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)

1. At least 28 clear days before a private meeting of a decision-making body, public notice must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

| Forward plan reference | Intended date of decision | Matter in respect of which the decision is to be made | Decision maker | List of documents to be submitted to the decision maker | Reason for the meeting to be held in private |
|------------------------|---------------------------|---|----------------|---|--|
| | | | | | |

Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

| Date of Chairman's agreement | Matter in respect of which the decision is to be made | Reasons why meeting urgent and cannot reasonably be deferred |
|------------------------------|---|--|
| | | |

For further information, please contact Quentin Baker on 01223 727961 or Quentin.Baker@cambridgeshire.gov.uk

| GENERAL PURPOSES COMMITTEE TRAINING PLAN | | | 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 | | | | |