

**GENERAL PURPOSES
COMMITTEE****Minutes-Action Log****Introduction:**

This log captures the actions arising from the General Purposes Committee on 20th December 2016 and updates members on the progress on compliance in delivering the necessary actions. This is the updated action log as at 9th January 2017.

Minutes of 20th December 2016

Item No.	Item	Action to be taken by	Action	Comments	Completed
293.	Integrated Resources and Performance Report for the period ending 31st October 2016	C Malyon	To write to Thomas Clarkson Academy to ask it to use the funding to raise standards in order to achieve improvements.	A letter has been sent to the Academy with details of the funding available. Keith Grimwade will follow up with the school on use of the funds.	Yes
			To write to the Schools Forum to ask it to use its contribution to support disadvantaged pupils.	A report to Schools Forum asking it to support this recommendation is due to go to the next meeting on 27 January.	Yes
			To check whether the £1.8m overspend included the £3m extra increment for Look After Children.	The CFO sent a note to GPC Members explaining that the £3m overspend within LAC is included in the overall £1.8m overspend figure.	Yes

Item No.	Item	Action to be taken by	Action	Comments	Completed
294.	Transformation Fund Bids	C Malyon	Highlighted the fact that returns on investment were not consistent across the requests for investments. The Chairman suggested demonstrating returns over a five year period.	A request was made for the returns on investment to be calculated over the 5 years of the MTFS. The current calculation is using the full annual saving compared to the total investment. We can of course use the savings total achieved over the 5 period but this will significantly inflate the returns delivered. The 5:1 ratio that we discussed when setting up the Transformation Fund was a £20m investment to reduce the Council's annual operating expenditure by £100m. The current calculation therefore does reflect the original intent.	Yes
			Requested early sight of the savings tracker.		Ongoing
			The need to include examples in the CIAs. The Chief Executive agreed to take action.		Ongoing
			The need to communicate the impact and importance of the decisions made as part of the Transformation Fund. The Chief Executive acknowledged the need to bring it to life with case studies.	Some case studies have already been developed and shared in various forums. We are building a full set of studies and will link these to the proposals on the Council's web pages. This will also be part of a wider communication strategy that is being developed for the Transformation Programme as a whole.	Ongoing

			<p>Recouping under-used direct payment budget allocations from service users Expressed concern that no action had been taken in response to an Internal Audit carried out in 2015. The CFO agreed to investigate.</p> <p>Street Lighting Synergies Queried how the estimate of the Break Cost of £800,000 had been achieved. The CFO was asked to provide more information in the form of a briefing note to clarify this figure.</p>		<p>Ongoing</p> <p>Ongoing</p>
295.	Service Committee Review of Draft Revenue and Capital Business Planning Proposals for 2017/18 to 2021/22	C Malyon	The Chairman reminded the Committee that it had received a briefing note from the CFO detailing the 6% Council Tax increase over three years. He asked for more information in a table detailing what this would mean.	Please see the table below which shows cumulative income based on various combinations of the Adult Social Care precept and the Council Tax precept over the life of the Medium Term Financial Strategy.	Yes
296.	Level of Outstanding Debt	C Malyon	The need to bear in mind the reputational risk to the Council particularly in relation to using an external debt collection agent to collect debt of less than £250. The Chairman raised the need to circulate the filter process to Members. Another also required a briefing on the external debt collection agencies being used.		Ongoing

		M Rowe	Add to Agenda Plan for September - Review of actions to target outstanding debt.		Yes
297.	A Corporate Energy Strategy for Cambridgeshire County Council	S Pledger	<p>Officers to provide a link to a website detailing costings of fuel types.</p> <p>Officers to send an e-mail to Members detailing trail blazing schemes.</p>		<p>Ongoing</p> <p>Ongoing</p>
298.	General Purposes Committee Agenda Plan, Training Plan and Appointments to Outside Bodies, Partnership Liaison and Advisory Groups and Internal Advisory Groups and Panels and	S Grace	Provide details of election costs in the new year		Ongoing

Table for note 295:

	2017-18	2018-19	2019-20	2020-21	2021-22
	£K	£K	£K	£K	£K
ASC Precept 2% pa for all 5 years	5,135	10,610	16,407	22,156	28,061
ASC Precept 3%, 3%, 0%, 2%, 2%	7,712	16,074	16,262	22,009	27,912
ASC Precept 2% pa for 5 years plus 1% Council tax for 5 years	7,712	16,074	24,393	32,940	41,719
ASC Precept 2% pa for 5 years plus 2% Council tax for 5 years	10,270	21,220	32,814	44,312	56,121