

# COMMERCIAL & INVESTMENT COMMITTEE

## Minutes-Action Log



**Agenda Item no. 2**

Cambridgeshire  
County Council

### Introduction:

This is the updated action log as at **18<sup>th</sup> January 2018** and captures the actions arising from the most recent Commercial & Investment Committee meeting and updates Members on the progress on compliance in delivering the necessary actions.

### **Minutes of 31<sup>st</sup> March 2017 (Assets & Investment Committee)**

<b>86.</b>	<b>Finance and Performance report</b>	Ellie Tod	Requested work be carried out to improve the presentation of the figures and improve the relationship between the narrative of the report and the figures provided.	A Member/officer workshop was held on the 27th November to discuss the format of the report. As a result, a new format is currently being drafted and is anticipated to be implemented for the November report, which will be presented to committee in January.	Completed
------------	---------------------------------------	-----------	---	--	-----------

### **Minutes of 20<sup>th</sup> October 2017**

<b>51. (1)</b>	<b>Service Committee Review of the draft Revenue Business Plan proposals 2018-19 to 2022-2023</b>	Chris Malyon	In May there had been a request of all County Council assets by electoral division.	S151 officer to identify resource and cost to complete task and then consult Chair/Vice-Chair	Ongoing
<b>55. (2)</b>	<b>Programme Highlight Report</b>	John Macmillan/ Chris Malyon	Agreed that there would be a workshop on how the reporting back from CHIC (re: progress with sites) would work in practice.		

## Minutes of 24<sup>th</sup> November

58.(4)	<b>ESPO Trading Company Ltd</b>	Paul White/ Cllr Bates	Paul White and Cllr Bates would look at how the new trading company would report back to its constituent authorities.	The proposal is to update the Committee quarterly using the update report that will be provided to the Shareholder Member representatives after each ESPO Joint Committee meeting.	In progress.
60.	<b>Finance and Performance Report</b>	Ellie Tod	A Member asked that future reports to separate out original budget pressures and those from new service areas: Officers agreed to review the formatting of the report.		Completed
61.(1)	<b>Programme Highlight Report</b>	John Macmillan	Provide a covering report to Programme Highlight schedule.	This will be implemented for the January Committee.	Completed.
62.(2)	<b>Committee Agenda Plan and Appointments to Outside Bodies</b>	Dawn Cave	Develop a Training Plan and present regularly to Committee.	This will be implemented for the January Committee.	Completed.

## Minutes of 15<sup>th</sup> December

64/ 66.	<b>Minutes and Action Log/ Portfolio Sales of sites</b>	David Bethell	Date of relaunch event to be circulated to Members ASAP.	Business Plan launch event scheduled for Monday 5 <sup>th</sup> February.	Completed.
66.	<b>Portfolio Sale of sites</b>	Dawn Cave	Local Member Engagement Protocol to be circulated to Members.	Circulated 08/01/18	Completed.
68.	<b>Business Planning Proposals</b>	John Macmillan/ Hugo Mallaby	Invite Cllr Jones to County Farms Working Group meetings.	Working Group not currently meeting because	

				of the Outcome Focused Review.	
<b>68.</b>	<b>Business Planning Proposals</b>	Tom Kelly/ Emily Gutteridge	Provide Cllr Raynes with further information on the proposed operation of the Lottery.	Information emailed to Cllr Raynes by Emily Gutteridge on 08/01/18.	Completed.
<b>70.</b>	<b>Programme Highlight Report</b>	John Macmillan	Check with CHIC if any public consultation had taken place re: Soham Eastern Gateway application.		
<b>70.</b>	<b>Programme Highlight Report</b>	John Macmillan	Deduct 10 units (Ramsey St Marys) from overall indicative number of units.		Completed.
<b>71.</b>	<b>Agenda Plan</b>	Dawn Cave	List standing items in header rather than against each meeting.		Completed.