

GENERAL PURPOSES COMMITTEE AGENDA PLAN

Published on 1st December 2016
As at 8th December 2016



Cambridgeshire
County Council

Notes

Agenda Item No.10

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	Spokes meeting date	Deadline for draft reports	Agenda despatch date
20/12/16	1. Minutes – 29/11/16	M Rowe	Not applicable		07/12/16	09/12/16
	2. Amendments to Business Plan Tables (if required)	C Malyon	Not applicable			
	3. Integrated Resources and Performance Report (October)	R Bartram	2016/053			
	4. Resources and Performance Report (October) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	5. Level of Outstanding Debt	C Malyon	Not applicable			
	6. Transformation Bids	C Malyon	2016/046			
	7. County Council Elections 2017	S Grace	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	8. A Corporate Energy Strategy for Cambridgeshire County Council	S Pledger/ S French	Not applicable			
10/01/17	1. Minutes – 20/12/16	M Rowe	Not applicable		28/12/16	30/12/16
	2. Local Government Finance Settlement	C Malyon	Not applicable			
	3. Draft Business Plan	C Malyon	Not applicable			
	4. Quarterly Risk Management Report	S Norman	Not applicable			
	5. Integrated Resources and Performance Report (November)	R Bartram	2017/001			
	6. Resources and Performance Report (November) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	7. Transformation Bids	C Malyon	2017/020			
	8. Changes to Arrangements for the Appointment of External Auditors*	J Lee	Not applicable			
24/01/17	1. Minutes – 10/01/17	M Rowe	Not applicable		11/01/17	13/01/17
	2. Transformation Strategy/Strategic Framework	C Malyon	Not applicable			
	3. Capital Receipts Strategy (if required)	C Malyon	Not applicable			
	4. Treasury Management Strategy	C Malyon	Not applicable			
	5. Business Plan*	C Malyon	Not applicable			
	6. Housing Development Agency - Approval to Set Up As A Company	C Malyon	2017/013			
	7. Tender for insurance cover for the Council	M Greenhall	2017/011			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
<i>[28/02/17] Provisional Meeting</i>					15/02/17	17/02/17
21/03/17	1. Minutes – 24/01/17	M Rowe	Not applicable		08/03/17	10/03/17
	2. Quarterly Risk Management Report	S Norman	Not applicable			
	3. Integrated Resources and Performance Report (January)	R Bartram	2017/002			
	4. Resources and Performance Report (January) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	5. Treasury Management Report – Quarter 3	M Batty	Not applicable			
	6. Transformation Bids	C Malyon	2017/016			
	7. Community Resilience and Cambridgeshire County Council's Innovation Fund – Monitoring Report	S Ferguson	Not applicable			
	8. Community Hubs	C May	2017/019			
	9. CREATE Project Investment	W Ogle-Welbourn	2017/018			
<i>[25/04/17] Provisional Meeting</i>					25/04/17	13/04/17
06/06/17	1. Minutes – 21/03/17	M Rowe	Not applicable		23/05/17	25/05/17
	2. Integrated Resources and Performance Report (March)	R Bartram	2017/003			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	3. Resources and Performance Report (March) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	4. Treasury Management Report – Quarter 4 and Outturn Report*	M Batty	Not applicable			
	5. Assistive Technology in Older People's Care & Assessments – Monitoring Report	C Black	Not applicable			
25/07/17	1. Minutes – 06/06/17	M Rowe	Not applicable		12/07/17	17/07/17
	2. Integrated Resources and Performance Report for the Period Ending 31st March 2017	R Bartram	2017/026			
	3. Integrated Resources and Performance (May)	R Bartram	2017/022			
	4. Resources and Performance Report (May) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	5. Medium Term Financial Strategy	C Malyon	Not applicable			
	6. Capital Strategy	C Malyon	Not applicable			
	7. County Council Consultation Strategy	S Grace	Not applicable			
[22/08/17] Provisional Meeting						
19/09/17	1. Minutes – 25/07/17	M Rowe	Not applicable			
	2. Integrated Resources and Performance Report (July)	R Bartram	2017/017			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	3. Resources and Performance Report (July) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	4. Treasury Management Report – Quarter 1	M Batty	Not applicable			
	5. Corporate Risk Register	S Norman	Not applicable			
24/10/17	1. Minutes – 19/09/17	M Rowe	Not applicable			
	2. Integrated Resources and Performance Report (August)	R Bartram	2017/023			
	3. Resources and Performance Report (August) – Customer Service and Transformation and LGSS Managed	S Heywood	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			
28/11/17	1. Minutes – 24/10/17	M Rowe	Not applicable			
	2. Integrated Resources and Performance Report (September)	R Bartram	2017/024			
	3. Resources and Performance Report (September) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	4. Treasury Management Report – Quarter 2*	M Batty	Not applicable			
19/12/17	1. Minutes – 28/11/17	M Rowe	Not applicable			
	2. Integrated Resources and Performance Report (October)	R Bartram	2017/025			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	3. Resources and Performance Report (October) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	4. Amendments to Business Plan Tables (if required)	C Malyon	Not applicable			
09/01/18	1. Minutes – 19/12/17	M Rowe	Not applicable			
	2. Integrated Resources and Performance Report (November)	R Bartram	2018/001			
	3. Resources and Performance Report (November) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	4. Local Government Finance Settlement	C Malyon	Not applicable			
	5. Draft Business Plan	C Malyon	Not applicable			
	6. Quarterly Risk Management Report	S Norman	Not applicable			
23/01/18	1. Minutes – 09/01/18	M Rowe	Not applicable			
	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			
	5. Business Plan*	C Malyon	Not applicable			
<i>[27/02/18] Provisional Meeting</i>						
27/03/18	1. Minutes – 23/01/18	M Rowe	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	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) – Customer Service and Transformation and LGSS Managed	S Heywood	Not applicable			
	5. Quarterly Risk Management Report	S Norman	Not applicable			
<i>[24/04/18] Provisional Meeting</i>						
29/05/18	1. Minutes – 27/03/18	M Rowe	Not applicable			
	2. Integrated Resources and Performance Report (March)	R Bartram	2018/003			
	3. Resources and Performance Report (March) – Customer Service and Transformation and LGSS Managed	S Heywood	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.

Appendix 2

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
	Background to services provided by Customer Service & Transformation	Members will gain an insight into the range of frontline and back-officer services provided across CS&T: <ul style="list-style-type: none"> Consultation 		24 Nov	Sue Grace Mike Soper / Elaine O'Connor	Presentations & Q&A.	Cllrs Schumann, Count, Leeke, Kavanagh, Rouse, Orgee, Hickford, Bates. Criswell, Cearn, Tew, Reeve, Bullen, Jenkins, Nethsingha & McGuire	GPC	94%
	Equality and Diversity responsibilities	Understanding the responsibilities the Committee has to comply with equality legislation and to provide services for all Cambridgeshire communities		20 Oct 2015	LGSS Law / CS&T		Cllrs Bailey, Bates, D Brown, Count, Criswell, Hickford, Hipkin,	GPC	82%

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
							Jenkins, McGuire, Reeve, Tew, Walsh, Divine, Williams		
	Background to services provided by Customer Service & Transformation	Members will gain an insight into the range of frontline and back-officer services provided across CS&T: Information Security & Sharing		22 Dec 2015	Sue Grace Dan Horrex. (CS&T)	Presentati on & Q&A.	Cllrs Bailey, Bates, D Brown, Bullen, Cearn, Count, Criswell, Hickford, Jenkins, McGuire, Orgee, Reeve, Tew, Whitehead	GPC	82%
	Emergency Planning	Members will gain an insight into the role of Emergency Planning		14 Jan 2016	Sue Grace Stuart Thomas	Presentati on & Q&A.	Cllrs Bailey, Bates, D Brown, Cearn, Count, Criswell, Divine, Hickford, Hipkin, Orgee, Reeve,		

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
							Rouse and Tew		
	Open Data & Cambridgeshire Insight Training			15 March 2016	M Soper	Presentati on & Q&A.	Cllrs Bailey, Bates, D Brown, Bullen, Cearns, Count, Criswell, Hickford, Hipkin, Jenkins, Nethsingha, Reeve, and Tew	GPC	76%
	An overview of information management at CCC including the new data protection regulations			29 November 2016	D Horrex	Presentati on & Q&A	Cllrs Bailey, Bates, D Brown, P Bullen, E Cearns, S Count, A Dent, R Hickford, D Jenkins, L Nethsingha, T Orgee, P Reeve and J Schumann	GPC	76%