

GENERAL PURPOSES COMMITTEE

Minutes-Action Log



Introduction:

This log captures the actions arising from the General Purposes Committee on 25th October 2016 and updates members on the progress on compliance in delivering the necessary actions.

This is the updated action log as at 21st November 2016.

Minutes of 25th October 2016

Item No.	Item	Action to be taken by	Action	Comments	Completed
267.	Finance and Performance Report – August 2016	S Grace	Request to find out how many of the Freedom of Information requests detailed on page 31 had been received from Councillors.	As at 8 November, there were 6 cases recorded as coming from Councillors since the start of 2016.	Yes
		S Grace	Request to receive more information on what other actions were being taken to achieve savings in the LGSS Cambridge Office.	This savings target has been reallocated across LGSS services to ensure the LGSS Cambridge Office comes in on budget	Yes

Item No.	Item	Action to be taken by	Action	Comments	Completed
		S Grace	<p>The need to review the performance measurement for Deprivation measure – Number of physically active adults (narrowing the gap between Fenland and other) which did not provide any information about narrowing the gap and was measured as a percentage rather than a number.</p> <p>This measure should be reported monthly or quarterly in order to monitor progress and target action effectively.</p> <p>The need to clarify whether this measure should be monitored by Health Committee or General Purposes Committee.</p>	<p>This measure is based on the Active People Survey undertaken by Sport England. It is also reported to the Health Committee. The Public Health Finance and Performance report Sep 2016 (reported to the Health Committee meeting 10 Nov 2016 App 7) provides further information, including expressing the gap between Fenland and Cambridgeshire.</p> <p>The main work that affects this indicator is overseen by Health Committee and delivered by Public Health directorate. The Health Committee approved the delivery of a new locality based programme to increase physical activity called 'Cambridgeshire Let's Get Moving' on 10 Nov 2016.</p> <p>It is therefore recommended for clarity that this indicator is removed from the Corporate Services and LGSS Cambridge Office scorecard and overseen by the Health Committee.</p>	Yes
268.	Integrated Resources and Performance Report for the Period Ending 31st August 2016	K Grimwade/ C Malyon	Requested a short briefing note detailing the issues such as transport in relation to the proportion of children in year 12 taking up a place in learning to	There is no evidence from parental or school feedback that the slight reduction in the proportion of children in year 12 taking up a place in learning as a result of the cost of transport. In February 2017 we will receive data from, and about, this	Yes

			establish whether there was a need for substantive work.	group of children that will give us objective evidence. We will report back to GPC at this point.	
270.	Transformation Fund Bids	C Malyon	Requested that the monitoring process for Transformation Bids should be identified.	<p>GPC will ensure fit with the Council's strategic framework and transformation programme, approve investment and monitor delivery of agreed financial return via a savings tracker.</p> <p>Service committees will own initiatives, driving pace and providing support and challenge to ensure delivery of intended benefits.</p> <p>Monitoring reports on delivery and benefits realisation will be available to all members through the transformation pipeline dashboard and underlying documentation.</p>	Yes
272.	Service Committee Review of Draft Revenue Business Planning Proposals for 2017/18 to 2021/22	C Malyon	Briefing note to be prepared on the Multi-Year Settlement and Efficiency Plan		Yes

	Service Committee Review of Draft Revenue Business Planning Proposals for 2017/18 to 2021/22	C Malyon	<p>Officers to work up a proposal to increase the amount to be accessed from the pool so that it at least balanced out the funding the Council was paying as part of the levy.</p>	<p>Work is progressing well with the Apprenticeship levy in Cambridge. Services have started to identify where potential apprentices could be placed, and work is taking place to map these roles against the national apprenticeship framework to determine the training that will be required.</p> <p>The government will be releasing more information on how the levy will be calculated in December. This will give us a definitive answer on how to calculate the cost of the levy payments. LGSS Learning and Development are developing in house courses and also sourcing external training providers to fill the gaps in training provision. Training providers will receive confirmation from the government if they have been successful in gaining apprenticeship accreditation in March, so it is expected that training against the new apprenticeships frameworks will be available from May 2017 onwards.</p> <p>In terms of the money, the first levy payments will be taken from payroll at the end of April with digital accounts being available to pull upon from May 2017. The actual levy payments paid each month will vary according to the pay bill that month, but we have 24 months to pull back from the levy before this money is lost. This does mean that it is likely that</p>	Yes
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		C Malyon	Requested information regarding the savings identified for the Total Transport project on page 139.	<p>we will build up some money in the account at the start of the financial year. However, the Workforce Planning and Strategy team will continue to work with services on an ongoing basis to develop apprenticeship routes so we maximise the amount of money that we pull back from the levy.</p> <p>The original business case for a limited investment in smartcard technology indicated savings at 5% over the next three years. The proposal was produced prior to Phase 1 of the Total Transport pilot, and used some of the approach taken in that pilot. The figures shown in the GPC agenda pack relate to this business case.</p> <p>The initial evaluation of Phase 1 of the pilot indicated a saving of 18.7% from Phase 1 – whilst this may be eaten into over the rest of the school year, it is significantly higher than the 5% referred to above.</p> <p>It was suggested a more ambitious business case could be developed, targeting more savings more quickly – closer to the 18% in one “big bang”, rather than 5% phased.</p> <p>Therefore an updated business case that would look to deliver a 15% saving in one go, from September 2017 has been</p>	Yes
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				produced. This replaces the original business case, therefore the figures in the GPC agenda pack are no longer current.	
273.	Draft 2017-18 Capital Programme and Capital Prioritisation	C Malyon Cllr Bates B Menzies	Requested information in relation to the deflation in building costs together with the benchmarking on schools report considered by Assets and Investments Committee be circulated to the Committee. Also asked for information detailing why there had been an increase in the cost of borrowing for schools detailed in section 4.5. It was agreed to take a report to the Capital Board and then circulate the response. The Chairman of Economy and Environment Committee to provide a briefing note on the provision of CIL funding to the Cambridgeshire County Council.	Benchmarking report and details on the increased costs shown in section 4.5 were emailed to GPC Members on 7 Nov and circulated to Capital Programme Board members.	Yes
274.	Level of Outstanding Debt	C Malyon	Report withdrawn to the December meeting.	On agenda for December meeting.	Yes