

COMMERCIAL & INVESTMENT COMMITTEE

Minutes-Action Log



Agenda Item no. 2
Cambridgeshire
County Council

Introduction:

This is the updated action log as at **15th March 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 20th October 2017

51. (1)	Service Committee Review of the draft Revenue Business Plan proposals 2018-19 to 2022-2023	Chris Malyon	In May there had been a request of all County Council assets by electoral division.	Emailed to Committee by Chris on 02/03/18.	Completed
55. (2)	Programme Highlight Report	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.	Meeting arranged for 12/03/18.	Completed

Minutes of 24th November 2017

58.(4)	ESPO Trading Company Ltd	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.
--------	---------------------------------	---------------------------	---	--	--------------

Minutes of 15th December 2017

68.	Business Planning Proposals	Julia Tuner/ Claire Barrett	Invite Cllr Jones to County Farms Working Group meetings.	The County Farms Member Working Group meetings are currently on hold pending the design stage of the rural assets outcome focused review, it is expected that when the options have been fully worked up the review will re-establish this group to work alongside officers in assessing the options for a recommendation to C & I Committee.	Ongoing
70.	Programme Highlight Report	John Macmillan	Check with CHIC if any public consultation had taken place re: Soham Eastern Gateway application.	Consultation had commenced in Soham.	Completed.

Minutes of 26th January

77.(1)	Outcome Focused Reviews - Update	Amanda Askham/ Owen Garling	Requested that presentation of financial data within OFR reports be standardised in future in Committee reports.	Transformation officers have noted the requirement to present financial information consistently in the OFR reports and will apply this to all future reports.	Completed
77.(2)	Outcome Focused Reviews – Update (Property Services OFR)	Chris Malyon/ John Macmillan?	Provide an explanation regarding recorded surplus assets of 5.5M	In accounting terminology 'surplus assets' were assets likely to be retained for more than a year	Completed.

				before being disposed, whilst 'assets held for sale' were those which an organisation plans to sell within a year.	
80.	Programme Highlight Report	John Macmillan	Following the 23/02/18 meeting of the Committee it was suggested that a working group session be arranged regarding reporting data.		
Minutes of 23rd February					
83.	Sale of Portfolio of properties to Cambridgeshire Housing & Investment Company	Tom Kelly/ John Macmillan	Review how valuations were assessed for future sites (i.e. second valuation proposal)		
85.	Finance & Performance Report	Ellie Tod/ Tom Kelly	Cambridgeshire Music Reserve to be amended.	Report updated.	Completed
85.	Finance & Performance Report	Ellie Tod/ Tom Kelly	Identifying deliverables lost following substantial decrease in staffing from ICT Service (Education)	The service is currently holding vacancies whilst a restructure is pending; this will remove back office staff and also excess capacity, created by the changing demand for the service (including the tailing off of work related to the Building Schools for the Future programme, and also the transfer of schools to Academies that provide their own IT service).	

85.	Finance & Performance Report	Ellie Tod/ Tom Kelly	Officers agreed to check an anomaly in Appendix 6 relating to County Farms investment, which appeared to imply that £197K additional investment would produce £55K additional revenue.	The £55K is the additional revenue income generated per annum by the total County Farms Investment budget of £818K. The additional £197K budget included within that will contribute £13K of the £55K. The report has been updated to make this clearer.	Completed.
-----	---	-------------------------	--	--	------------