

GENERAL PURPOSES COMMITTEE

Minutes-Action Log



Introduction:

This log captures the actions arising from the General Purposes Committee on 26th July 2016 and updates members on the progress on compliance in delivering the necessary actions.

This is the updated action log as at 8th September 2016.

Minutes of 26th July 2016

Item No.	Item	Action to be taken by	Action	Comments	Completed
239	FINANCE AND PERFORMANCE REPORT – MAY 2016	C Malyon	In response to a request from the Chairman, the CFO agreed to provide an update on progress at the next meeting detailing the timeline, changes and other areas to minimise the overspend.	This has been incorporated into the subsequent report.	Completed
		C Malyon	The CFO to provide a briefing note on the Renewable Energy Soham scheme contract	The Committee received a paper on the Solar Farm in May 2015. Within that report (para 2.5.3) the following statement was made: <i>"In addition, Savills have advised,</i>	Completed

				<p><i>and Bouygues have agreed, that some elements of the contract agreed in the next few months should be on an “open book” basis as there is a possibility that, towards the end of 2015, import tariffs on Chinese made panels will be removed possibly leading to a drop in unit costs.”, and within the confidential appendix (also attached) at para 1.5: “Analysis of the DTA highlighted that further potential cost savings could be made within operating costs, the cost of the grid connection and some materials because of the reduction in import tariffs identified at paragraph 2.5.3 above. We anticipate that these will be brought forward within the IGP and that the IGP will be on an open book basis to take advantage of any further savings that may be made between completing the construction contract and the work commencing in 2016.”</i></p> <p>Open Book items are, by definition, open to change until they are ordered formally and there is therefore a risk that they could go up and down – although the judgement of the advisors was that there was a greater likelihood that the price would decrease for the reasons set out at 2.5.3 in our original GPC report.</p> <p>The impact of a Brexit vote could not have been foreseen in either the original May 2015 GPC paper, nor the subsequent paper in November as, at that time, the prospect</p>	
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				<p>of an EU referendum was that it would be “before the end of 2017”, as stated in the Government’s election manifesto. The longstop date for the Contract for Difference is September 2017 – ie it was a reasonable supposition that the scheme would have been up and running before the referendum took place.</p> <p>At the time indicative hedging costs were sought. At the time these costs were estimated to be in the region of £80k-£100k. Against the backdrop of potentially and falling tariff prices, a significant additional cost associated with hedging, it would have been a little illogical to recommend to GPC to move from an open book approach to one of a fixed price.</p>	
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240	INTEGRATED RESOURCES AND PERFORMANCE REPORT FOR THE PERIOD ENDING 31ST MARCH 2016	C Malyon	The CFO to provide a briefing note on the application of Section 106 secondary school funding to a primary school scheme.	<p>As part of planning permission, S106 obligations are set out to mitigate the impact of the development. The obligations for education are set out specifically into Primary, Secondary and Education General headings. In 2012/13 and 2013/14 during the Roundhouse Primary build, S106 funding for Loves Farm development in St Neots was incorrectly applied to the Primary School capital scheme instead of the Secondary obligations.</p> <p>In 2015/16, as part of a Section 106 pooling reconciliation process the error was identified, which has now been corrected. The S106 master spreadsheet now shows the Secondary allocation as available to be applied for future scheme to increase the capacity of Secondary provision in St Neots although this error results in an additional borrowing requirement for this scheme the Council has effectively deferred what should have been the borrowing requirement.</p>	Completed
		G Beasley	The Chief Executive to raise directly with the Chairman of Staffing and Appeals Committee whether a pilot report on staff performance management would be helpful to the Committee.		Ongoing

		G Beasley	Letter to Government regarding Schools' Funding Formula to be co-signed by the County's MPs	Awaiting two signatures before letter can be sent.	Ongoing
		C Malyon	Delegate to the CFO, in consultation with the Chairman of General Purposes Committee, the approval of the changes to the Prudential Borrowing requirement in 2015/16, as set out in section 11.5, following clarification of the reasons for the reduction in Section 106 funding available.	<p>This delegation needs to be published to meet the requirements of the Openness Regulations. A copy to be sent to all members of the Committee.</p> <p>This relates to the borrowing for Loves Farm development above. Background has now been clarified, CFO to liaise with Chairman to approve changes.</p>	Ongoing

241	INTEGRATED RESOURCES AND PERFORMANCE REPORT FOR THE PERIOD ENDING 31ST MAY 2016	C Malyon	Remedial action to address overspends to be included in future reports.	Same as first action, 239.	Completed
		C Malyon	The CFO to provide a written explanation regarding the reasons for the delay in Wyton Primary and any possible financial impact on the Council.	<p>Wyton Primary was identified some time ago as a school that required significant work to ensure that the building was of a suitable standard for primary education. The school was constructed over 40 years ago and is beyond its economic repair life and requires replacement within the next two years.</p> <p>There are plans for significant housing development at Wyton to provide approx. 4500 new homes, two new primary schools and a secondary school. Delivery of a 3 form replacement school was planned into the capital plan and discussions with the developer took place on the possibility of offering additional school places at one of the new schools; however this was not possible due to:</p> <p>a) Timing of the Wyton housing development; as this has not progressed as quickly as anticipated and commencement date remains uncertain, it is therefore uncertain as to when the new places would be available.</p> <p>b) The developer is reluctant to offer a larger site for additional primary places</p>	Completed

		C Malyon	<p>The CFO agreed to provide a briefing note detailing why the Council was revising phasing Highways Maintenance.</p>	<p>without financial compensation for the resulting housing loss.</p> <p>Due to these challenges the decision was made to split out the scheme in the capital plan to construct a new 1 form replacement school on the existing site and rephase the 2 form new school.</p> <p>An estimated budget of £14.5m was programmed into the Business Plan for the original school plans. This has now been revised to £6.5m and £10m for the replacement and new schools respectively. Therefore an increase of £2m. These schemes are in the early stages and costs are an estimate.</p> <p>Historically the County Council has had to spend Local Transport Plan money in year and were not permitted to carry it forward, therefore LTP spend has generally always been prioritised. In addition the Highways Service has struggled to recruit to key posts involved in scheme delivery. This lack of resource, coupled with the general challenges of delivering a large number of relatively low value local schemes alongside local communities, has had a knock-on effect in the Service's ability to deliver schemes and therefore spend the 2015/16 budget allocation.</p> <p>In all £1.5million has been carried forward from 2015/16, however again due to</p>	Completed
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		C Malyon	The CFO to provide a report on action to address credit control as detailed in section 8.1	<p>resource pressure it is not practical to add this carry forward in its entirety to 2016/17. If this were to be the case there would be a high likelihood that we would be in the same position as 2015/16. Therefore it was felt more realistic to spread the £1.5million across the remaining years associated with the terms and conditions of the prudential borrowing. The Highways service is proactively seeking to increase its resource, through a combination of wider recruitment, apprenticeships and in partnership with our Highways Service provider, Skanska and therefore will review the programme in light of resource capacity on an ongoing basis.</p> <p>Report to be provided for October GPC.</p>	Ongoing
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251	TOTAL TRANSPORT PROPOSAL	T Parsons	Report to a future meeting detailing dates for moving forward if the pilot was felt to be working or pulling out.	A report will be presented to GPC on adult social care and special education needs integration at the November meeting, as requested at the July meeting. The decision GPC takes on that and the experience of bringing in the Flexible Minibus Service in January 2017 will mean that a full report would realistically be possible in March 2017.	Completed
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Minutes of 31st May 2016

224	MINUTES – 15TH MARCH 2016 AND ACTION LOG	C Malyon T Parsons M Miller	The Chief Finance Officer agreed to provide a written update on the progress of Communications Strategy to promote the rationale behind the Total Transport Pilot Scheme project.	Communications Strategy sent to GPC via e-mail on 9 September 2016.	Completed
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