

COMMERCIAL & INVESTMENT COMMITTEE

Minutes-Action Log



Agenda Item no. 2

Cambridgeshire
County Council

Introduction:

This is the updated action log as at **13th November 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 22nd June

125.	Programme Highlight report – progress of sales to This Land	tbc	It was agreed that it would be interesting for the Committee to visit a site in the future.	tbc	
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Minutes of 20th July

131.	This Land financing arrangements, portfolio sale and construction financing	Tom Kelly/ This Land	Identify whether This Land would pay for the construction of the access road.	Details to be circulated to Committee	
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Minutes of 14th September

145.	Loan to Estover Playing Field Community Interest Company	Chris Malyon/ Tom Kelly	<i>“A Member commented that it would be helpful for officers to look at how net present value was calculated for the Authority”</i>		
147.	Update on Building Inspections	John Macmillan	Request the Regional Schools Inspector supports the Council in asking Academies to provide details of their building inspections.	Meeting proposed with Legal, Education and Property to establish best course of action.	In progress

147.	Update on Building Inspections	John Macmillan	Future leases of property to Academies should require them to provide the Council with inspection reports on a specified basis.	Meeting proposed with Legal, Education and Property to establish best course of action	In progress
147.	Update on Building Inspections	John Macmillan	Circulate note responding to the points raised during the discussion.	Will follow on from meeting with Legal, Education and Property.	In progress
150.	Committee Agenda Plan, Training Plan and Appointments to Outside Bodies	Amanda Askham/ Tom Kelly/Ellie Tod /Dawn Cave	Reschedule training on Finance and Performance Indicators	Scheduled for 03/12/18 (1pm)	Completed.
153.	Rural Estates Outcome Focused Review	John Macmillan	Review how Rural Estates was provided (i.e. external/in-house)	This will be part of a paper going to Committee in November.	Completed.
154.	Land Promotion Agreements	Chris Malyon/ Dawn Cave	Arrange Training Session on Members' duties and obligations in considering Promotion Agreements.	Training session arranged for 02/11/18 (12.30pm)	Completed.
154.	Land Promotion Agreements		Consult Local Members where Council leading on developments or promotions.		Ongoing

Minutes of 10th October 2018

157.	Resolutions for This Land EGM	Chris Malyon	Officers to revisit a number of points in the Articles, including the termination of directors' appointments, and having a quorum of three rather than two (including at least one Non-Executive Director).		
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Minutes of 19th October 2018

161.	Service Committee Review of draft revenue Business Planning proposals for 2019-20 to 2023-24		Commercial Investment Working Group to explore Commercial Investments Business Case and report back to the Committee.		
161.	Service Committee Review of draft revenue Business Planning proposals for 2019-20 to 2023-24	Amanda Askham	Contracts Register to be emailed to Committee.	Emailed to Committee 07/11/18.	Completed.
162.	Service Committee Review of the draft 2019-20 Capital Programme		Last two meetings of the Older People's Accommodation Strategy Working Group had been cancelled.	Issue raised with Jackie Galwey/Shaula Torrance – awaiting response.	In progress.
162.	Service Committee Review of the draft 2019-20 Capital Programme	Sheryl French/ Dawn Cave	Re-run the Energy Projects team presentation (presented to C&I Committee on 18/10/18) at a Member Seminar.	Scheduled for November (16 th) Member Seminar.	Completed.
163.	Loans to Not for Profit organisations	Chris Malyon	Include in the policy a statement that if the Committee Chairman was conflicted (e.g. Local Member), decisions would be delegated to the Vice-Chair.	Included in policy revisions.	Completed.
163.	Loans to Not for Profit organisations	Chris Malyon	A report on loans granted to be provided on an annual basis to C&I Committee.		
163.	Loans to Not for Profit organisations	Chris Malyon	Enhance the introductory paragraph of the Policy to reflect the expectations that applications were in line with the Council's corporate priorities and should support its outcomes.	Included in policy revisions.	Completed.
163.	Loans to Not for Profit organisations	Chris Malyon	Chris to circulate revised draft of Policy before it is submitted to GPC.	Chris emailed Committee on 12/11/18	Completed

164.	Finance and Performance Report – August 2018	Ellie Tod	Enhance the narrative accompanying the Income and Expenditure table in para 2.1 of Appendix A.	Now included.	Completed.
165.	Agenda Plan, Training Plan and Appointments to Outside Bodies	Dawn Cave	Circulate date for Finance and KPIs training session/workshop.	Electronic invitation sent to Committee on 23/10/18 for session on 03/12/18 (1pm)	Completed