

**GENERAL PURPOSES
COMMITTEE**

Minutes-Action Log



Introduction:

This log captures the actions arising from the General Purposes Committee on 21st March 2017 and updates members on the progress on compliance in delivering the necessary actions. This is the updated action log as at 5th June 2017.

Minutes of 21st March 2017

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Item No.	Item	Action to be taken by	Action	Comments	Completed
317.	Minutes – 24th January 2017 and Action Log	G Beasley	Chief Executive to raise the issue of partnership contributions to transformation proposals at a future Cambridgeshire Public Service Board meeting. There was a need for a methodology to capture this information. There was also a need to raise the possibility of creating a transformation funding pot by each public service contributing 1% of its budget.		

Item No.	Item	Action to be taken by	Action	Comments	Completed
		C Malyon	Information was still awaited from central government on the details of what the £6m funding for East Cambridgeshire and Fenland schools could or could not be used for.	No further information has been received from Government. Discussions were put on hold when the General Election was announced, to resume afterwards.	Ongoing
320.	Integrated Resources and Performance Report for the Period Ending 31st January 2017	T Kelly	More background information needed on the sudden additional nursing home places needed in Fenland.	Following the monthly fluctuation apparent to GPC, we have reviewed Fenland OP nursing placements across the year which is a more stable picture. Placement numbers varied between 54 and 58. There were 41 new placements during the year. The average price for new placements was £619, whereas ended placements cost £572. Block beds have been purchased to mitigate this pricing trend.	Yes
		T Kelly	Requested information on how much debt would be written off.	The amount of debt written off in 2016/17 was £353k. Better write off procedures have been implemented during 2016/17. Write-offs only occur when all economic recovery action has been exhausted.	Yes

Item No.	Item	Action to be taken by	Action	Comments	Completed
		S Grace	The need to investigate the issue of mailboxes getting full very quickly.	Standard mailbox allocation for all employees/councillors is 100mb. This can be increased to 200mb on request. Increases above 200mb can be requested if this limit proves to be inhibitive to effective working.	Yes
		C Malyon	The Chairman requested that the Capital Programme Project Board should report to the next Committee meeting.	On agenda for 13 June 2017.	Yes
		C Malyon	Requested a report back on any grants such as the Education Services Grant or additional funding received after budget sign off by Council. It was important that the Committee was aware of whether there was more or less money.	On agenda for 13 June 2017.	Yes
		C Malyon	Requested a briefing note on what the £200k for the development of LED was being used for.	Response detailed below.	Yes
		C Malyon	Queried whether the early stage feasibility studies for Strategic Transport should be undertaken by the Combined Authority. The CFO highlighted the need to look at roles in relation to this work.	Response detailed below.	Yes

Item No.	Item	Action to be taken by	Action	Comments	Completed
321.	Transformation Fund Investment Proposals	SMT	If an item had been considered by a Policy and Service Committee before GPC, an extract of the minutes should be included in future reports.	The Deputy Chief Executive's direct reports informed.	Ongoing
		C Malyon	Highlighted the additional Government funding for Adult Social Care of £8.33m. The Chairman asked for General Purposes Committee and Adults Committee to receive a briefing on the limits attached to this funding.	Response detailed below.	Ongoing
		S Grace	The Chairman requested more information on the benefits and savings associated with community interventions	Further work to be done on this with colleagues in Transformation and Business Intelligence so we have a clear approach to monitoring social and financial benefits.	Ongoing
322.	Capital Project - Create	M Rowe	Report back to Committee in September.	Included on Agenda Plan.	Yes
		M Gunn/ M Rowe	<p>Agree to establish a Member Working Group to oversee progress and act as a steering group driving outcomes.</p> <p>Agree subject to approval of release of site by Assets and Investments Committee</p>		

Item No.	Item	Action to be taken by	Action	Comments	Completed
323.	A Corporate Energy Strategy for Cambridgeshire County Council	S Pledger	The need to investigate why Impington Parish Council had not responded to the consultation.	An e-mail about the Strategy consultation was sent to Histon and Impington Parish Council.	Yes
		S Pledger	Requested information on how the Council's Solar Farm Project at Soham was performing.	Estates are finalising the contract for the sale of the electricity which should be done in early April. This is a specialist market, and has taken longer than they would have liked to get an appropriate party to take this forward. Farm Estates also have to finalise six technical Operational Conditions Precedents and expect them to be completed and agreed by the end of April, at which point the financial payments for generating electricity will start.	Yes
		M Rowe	The need to make sure that Committee Members that delegated powers to an officer in consultation with a chair were updated by email on how and when those powers had been exercised	Delegated decisions are published on the Council's website see link https://cmis.cambridgeshire.gov.uk/ccclive/Committees/tabid/62/ctl/ViewCMIS_CommitteeDetails/mid/381/id/30/Default.aspx Democratic Services Officers will list this information in the relevant Committee Action Log, which will required an update.	Yes
326	Corporate Risk Register	S Grace	The difficulty of reading and identifying which points applied to which trigger, these to be separated and identified.	The content and layout of the Risk Register is being reviewed at a GPC workshop on 22 June and an update on this review will be reported to GPC in July	Ongoing

Action: Requested a briefing note on what the £200k for the development of LED was being used for.

The planned LED lantern replacement programme will see 2675 older style, less energy efficient street lighting lanterns replaced with more energy efficient LED lanterns, which will deliver energy savings of up to 60%. This project was delayed in 2016/17 due to difficulties obtaining information and a revised quotation from the County Council's service provider Balfour Beatty. The delay meant that the project has had to be rolled forward into 2017/18. Officers have now worked with Balfour Beatty's legal and commercial team to develop a robust programme for the lantern replacement programme which includes programmed dates for all the required stages. The project stages include the writing and agreement of the required contract deed of variation, various approval stages from Balfour Beatty's senior management team and the project funders through to the final installation which is planned for late 2017 with completion in early 2018.

The revised estimated project cost has increased to £736K, this figure will be confirmed shortly and it is not expected that this cost will increase. This investment is expected to see a payback period of 8 years, with ongoing energy savings through the life of the lanterns (20-25 years). The funding for the project is being provided by capital investment via prudential borrowing (this was originally forecasted to be £705k); the increase in capital investment required to £736k (an increase of c. £31k), will be requested from GPC as part of a separate paper on the re-phasing and roll forward of the current capital programme. Therefore, the revenue budget figure of £200K for the development of LED should not be required for this project as originally expected.

Action: Queried whether the early stage feasibility studies for Strategic Transport should be undertaken by the Combined Authority. The CFO highlighted the need to look at roles in relation to this work.

Responsibility for developing feasibility studies for strategic transport projects rests with the Combined Authority. However the Combined Authority has no staff of its own to undertake this work and it is therefore anticipated that the Combined Authority will commission this work from the County Council. As the Combined Authority programme will represent a significant increase in workload, on top of the additional work already being undertaken for the Greater Cambridge City Deal, officers have been developing resource plans for discussion and agreement with the Combined Authority. The County Council may also want to undertake feasibility studies directly in order to demonstrate the case for a particular scheme or proposal to the Combined Authority, in which case the County Council will need to continue to directly fund a level of resource for this purpose.

Action: Highlighted the additional Government funding for Adult Social Care of £8.33m. The Chairman asked for General Purposes Committee and Adults Committee to receive a briefing on the limits attached to this funding.

The final guidance has not yet been issued. Draft conditions for use of the grant are as follows.

1. Grant paid to a local authority under this determination is to be spent on adult social care and used for the purposes of meeting adult social care needs, reducing pressures on the NHS - including supporting more people to be discharged from hospital when they are ready - and stabilising the social care provider market.
2. A recipient local authority must:
 - a. pool the grant funding into the local Better Care Fund, unless the authority has written Ministerial exemption;
 - b. work with the relevant Clinical Commissioning Group(s) and providers to meet National Condition 4 (Managing Transfers of Care) in the Integration and Better Care Fund Policy Framework and Planning Requirements 2017-19; and
 - c. provide quarterly reports as required by the Secretary of State.
3. The Government has made clear that part of this funding is intended to enable local authorities to quickly provide stability and extra capacity in local care systems. Local authorities are therefore able to spend the grant, including to commission care, subject to the conditions set out in the grant determination, as soon as plans have been locally agreed.