

COMMERCIAL & INVESTMENT COMMITTEE

Minutes-Action Log



Agenda Item no. 2
Cambridgeshire
County Council

Introduction:

This is the updated action log as at **4th July 2019** 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 19th October 2018

Item no.	Item	Action to be taken by	Action	Comments/Status	Estimated completion date/ Completed
162.	Service Committee Review of the draft 2019-20 Capital Programme	Oliver Hayward/ Will Patten	Last two meetings of the Older People's Accommodation Strategy Working Group had been cancelled (concern that these issues were not being picked up).	See response from Service Director (appended). Cllr Rogers to request an update from the Adults Committee Chair.	Ongoing

Minutes of 14th December 2018

183.	Disposal of ransom strip at St Ives	John Macmillan	The ownership of different parts of the site to be fully detailed in the revised report, and the planning application for the residential development be included in that report.	The Education Capital team have been carrying out feasibility work to extend school capacity at St Ives and are preparing a Justification of Need with regard to acquiring additional land at the St Ivo school which will come to the Capital Programme Board for review and a decision. This would include the Council's land.	Sept 2019
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Minutes of 22nd March 2019

Item no.	Item	Action to be taken by	Action	Comments/Status	Estimated completion date/ Completed
209.(1)	Property at Burwell and Soham – Transfer to This Land and financing (Phase 2)	Tom Kelly	With regard to the “standardisation of routine monitoring” referred to in the report, it was noted that this referred to regular Member meetings with This Land, and it was agreed that these should be diarised quarterly, going forward.	This Land have advised that the next shareholder update is being scheduled for late July.	Ongoing Late July
209.(2)	Property at Burwell and Soham – Transfer to This Land and financing (Phase 2)	Tom Kelly	Routine monitoring should include regular reports from Council’s own officers, providing a view on the This Land monitoring reports and performance.	The publication deadline for the July agenda (04/07/19) is too tight a turnaround for the production of a monitoring report for the quarter ending 30/06/19, so this will be provided at the next meeting.	Ongoing Sept 2019
211.	Milestone 3 Report for the Alconbury Weald Civic Hub: Cambs 2020 Programme	Andy Preston/ Kim Davies	Project Risk Register would be shared as part of future reports.	This will be included in future C&I Committee papers as planned. Currently these are proposed for the end of MS4 (October 2019) and the end of MS6 (January 2021)	October 2019

Minutes of 26th April 2019

225.	Estates and Building Maintenance Inspections	Alex Gee/ John Macmillan	Action Plan and related KPIs and timescales to be brought to a future meeting	This will form part of a broader Estates Strategy being worked on jointly by the Estates and Transformation teams.	Autumn 2019
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Minutes of 24th May 2019

235.(1)	Finance & Performance Report	Tom Kelly/ Ellie Tod	It was agreed that ways of reporting capital financing to the Committee would be explored further outside the meeting.	Report to be considered at the 13th September 2019 meeting.	13/09/19
235.(2)	Finance & Performance Report	Hazel Belchamber / Matthew Gunn	It was agreed that an officer from that team would be asked to attend the meeting to explain the noting the 2268% variance for Cambridgeshire Music overspend when the Finance & Performance report was next presented to Committee.	Representatives invited to attend 12 th July meeting.	12/07/19

Minutes of 21st June 2019

242.(1)	Commercial Strategy and Action Plan	Amanda Askham/ Dan Sage	Provide a clearer definition of the term 'political appetite'.	Updated version of Action Plan emailed to Committee on 04/07/19.	Completed.
242.(2)	Commercial Strategy and Action Plan	Commercial Board/Dan Sage/ Amanda Askham	Commercial Board to review scaling of contracts/ engagement with smaller businesses alongside KPIs.		
242.(3)	Commercial Strategy and Action Plan	Dan Sage/ Amanda Askham	Change the wording to 'delivered' and not 'launched' in the action plan.	Updated version of Action Plan emailed to Committee on 04/07/19.	Completed.
242.(3)	Commercial Strategy and Action Plan	Dan Sage/ Amanda Askham/ Dawn Cave	Report to be produced for a future meeting on cost of the Commercial team.	To be scheduled.	

244.	Babraham Smart Energy Grid – Investment Grade Proposal Stage 1 Update	Sheryl French/ Cherie Gregoire	Officers to revisit discussions with the new Stagecoach management team about electric buses.		
244.	Babraham Smart Energy Grid – Investment Grade Proposal Stage 1 Update	Sheryl French/ Cherie Gregoire	Officers to look in to approaching organisations on the Biomedical Campus.		
248.	Investment Acquisition	Tom Kelly	More information to be included on risk before the report was presented to GPC.	To be included in report to GPC (16/07/19).	July 2019.
248.	Investment Acquisition	Tom Kelly	Officers to review 'Other Information' in the Capital Business Case prior to submission to GPC.	To be included in report to GPC (16/07/19).	July 2019.

Response from Service Director – Commissioning (Will Patten):

A key theme of the accommodation strategy is to increase capacity in residential based care.

This included the potential to develop a strategic and commercial relationship with a provider(s) and include land and capital options. This work was banded under workstream 3.

As part of this strategy, we have also been working with the market and pursuing two other options and activity. These are:

1. Extending existing block contracts (workstream 1)
2. Working with the market to develop and release further existing capacity onto block contract arrangements in specific geographical areas (workstream 2)

The outcome of workstream 1 & 2 are likely to deliver the capacity we require and as a result, held workstream 3.

Once the dust has settled from the workstream 1 & 2 work, we will have a much clearer picture of what, if anything is required under workstream 3.

I would be very happy to bring a detailed report to the C&I committee if helpful.