

# COMMERCIAL & INVESTMENT COMMITTEE

## Minutes-Action Log



**Agenda Item no. 2**  
Cambridgeshire  
County Council

### Introduction:

This is the updated action log as at **16<sup>th</sup> April 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 14<sup>th</sup> September

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.	A report on Building Inspections will be presented to Audit and Accounts in May and this will be presented to C&I Committee on 26/04/19.	26/04/19
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.		
147.	Update on Building Inspections	John Macmillan	Circulate note responding to the points raised during the discussion.		

### Minutes of 19<sup>th</sup> 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	Dawn Cave	Last two meetings of the Older People's Accommodation Strategy Working Group had been cancelled	Following discussions with lead officers, it is apparent that there have been no meetings since lead officer changes in 2018. The	24/05/19

			(concern that these issues were not being picked up).	<b>Working Group will be revived and included in the Appointments report at the May meetings of Adults and C&amp;I Committees.</b>	
163.	<b>Loans to Not for Profit organisations</b>	Chris Malyon	A report on loans granted to be provided on an annual basis to C&I Committee.	To be presented as part of an Annual Report on the Treasury Management Policy in April.	26/04/19.

### Minutes of 14<sup>th</sup> December 2018

183.	<b>Disposal of ransom strip at St Ives</b>	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.	Report scheduled for May 2019 Committee.	24/05/19.
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### Minutes of 18th January 2019

Item no.	Item	Action to be taken by	Action	Comments/Status	Estimated completion date/ Completed
196.(1)	<b>Cambridgeshire Catering and Cleaning Service</b>	Emma Fitch	Data not available from all suppliers to confirm the various accreditations. Officers agreed to provide further information to the Member on this point.	Victoria Stacey contacting the suppliers in question and once we have a collation of all the information this will be supplied by e-mail.	24/05/19
196.(2)	<b>Cambridgeshire Catering and Cleaning Service</b>	Emma Fitch	It was agreed that as the end of the process was approaching, Members would be kept updated on the final financial implications of the closure by email.	Kerry Newson will provide this information in two stages, the first will be the final year-end figures taking account of the final redundancy costs, and the second will be the costs of the C3 Unit once	24/05/19

				the break lease clause information and costs are known. This information will be supplied by e-mail once available.	
<b>Minutes of 22<sup>nd</sup> March 2019</b>					
<b>Item no.</b>	<b>Item</b>	<b>Action to be taken by</b>	<b>Action</b>	<b>Comments/Status</b>	<b>Estimated completion date/ Completed</b>
209.	<b>Property at Burwell and Soham – Transfer to This Land and financing (Phase 2)</b>	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 May / early June.	Ongoing  June 2019
209.	<b>Property at Burwell and Soham – Transfer to This Land and financing (Phase 2)</b>	Tom Kelly	Routine monitoring should include regular reports from Council’s own officers, providing a view on the This Land monitoring reports and performance.	Quarterly update due in July and to follow engagement of monitoring surveyor input	Ongoing  July 2019
211.	<b>Milestone 3 Report for the Alconbury Weald Civic Hub: Cambs 2020 Programme</b>	Andy Preston/ Kim Davies	Urban & Civic’s timescales for the town centre development at Alconbury Weald would be circulated to Committee Members.		
211.	<b>Milestone 3 Report for the Alconbury Weald Civic Hub: Cambs 2020 Programme</b>	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