

GENERAL PURPOSES COMMITTEE



Thursday, 14 May 2020

Democratic and Members' Services
Fiona McMillan
Monitoring Officer

10:00

Shire Hall
Castle Hill
Cambridge
CB3 0AP

COVID-19

During the Covid-19 pandemic Council and Committee meetings will be held virtually for Committee members and for members of the public who wish to participate. These meetings will be held via Zoom and Microsoft Teams (for confidential or exempt items). For more information please contact the clerk for the meeting (details provided below).

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

1. Apologies for absence and declarations of interest

*Guidance on declaring interests is available at
<http://tinyurl.com/ccs-conduct-code>*

2a). Minutes – 23rd April 2020 (to be circulated)

2b). Minutes - Action Log

3 - 4

3. Petitions and Public Questions

OTHER DECISIONS

4. **Covid-19 – Update on the Council’s Response (to follow)**

5. **General Purposes Committee Agenda Plan, Training Plan and Appointments to Outside Bodies and Internal Advisory Groups and Panels** **5 - 10**

The General Purposes Committee comprises the following members:

Councillor Steve Count (Chairman) Councillor Roger Hickford (Vice-Chairman)

Councillor Anna Bailey Councillor Ian Bates Councillor Simon Bywater Councillor Steve Criswell Councillor Lorna Dupre Councillor David Jenkins Councillor Sebastian Kindersley Councillor Elisa Meschini Councillor Lucy Nethsingha Councillor Tom Sanderson Councillor Josh Schumann Councillor Mathew Shuter and Councillor Joan Whitehead

For more information about this meeting, including access arrangements please contact

Clerk Name: Michelle Rowe

Clerk Telephone: 01223 699180

Clerk Email: michelle.rowe@cambridgeshire.gov.uk

GENERAL PURPOSES COMMITTEE

Minutes-Action Log – Agenda Item No.2 (b)



Introduction:

This log captures the actions arising from the General Purposes Committee on 23rd April 2020 and updates members on the progress on compliance in delivering the necessary actions. This is the updated action log as at 5th May 2020.

Minutes of 23rd April 2020

Item No.	Item	Action to be taken by	Action	Comments	Completed
239.	MINUTES – 28TH JANUARY 2020 AND ACTION LOG	S French S Wilkinson	Nearly Zero Energy Buildings Requirements for New Public Buildings: Requested that a confidential note be circulated to the Committee detailing the numbers and capital costs of those building projects post planning.	E-mail sent to GPC on 5 May 2020	Completed
241.	INTEGRATED FINANCE MONITORING REPORT FOR THE PERIOD ENDING 29TH FEBRUARY 2020	A Askham A Mailer	To investigate the reason for a reduction in health checks in Indicator 62.	E-mail sent to GPC on 29 April 2020.	Completed

242.	CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID-19	L Robin	The Director of Public Health to provide a written response on why Personal Protective Equipment could not be reused following sanitisation and disinfection.	National Public Health England guidance is now available on which PPE can be washed and re-used, at times when there is a shortage of PPE. Weblink: https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control/managing-shortages-in-personal-protective-equipment-ppe	Completed
		S Cox	The Executive Director: Place and Economy to provide a briefing note on the extension of range of Skanska activities.	E-mail sent to GPC on 5 May 2020.	Completed
		L Robin	The Director of Public Health to identify data for Cambridgeshire relating to infection rates.	<i>(Note – the following has been identified since the meeting</i> https://lginform.local.gov.uk/reports/view/lga-research/covid-19-case-tracker-area-quick-view-1?mod-area=E10000003&mod-group=AllCountiesInCountry_England&mod-type=namedComparisonGroup	Completed
243.	CAMBRIDGESHIRE LIFELINE PROJECT BUSINESS CASE	G Beasley	The need to identify the outcomes in all proposals rather than just the funding.	Policy and Service Committee Template updated on 28 April 2020.	Completed

**GENERAL PURPOSES
COMMITTEE
AGENDA PLAN**

Agenda Item No.5



Cambridgeshire
County Council

Notes

Committee dates shown in bold are confirmed.
Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
14/05/20	1. Minutes – 23/04/20	M Rowe	Not applicable	-	05/05/20
	2. Covid-19 Issues Report	G Beasley	Not applicable		
02/06/20	1. Minutes – 23/04/20	M Rowe	Not applicable	19/05/20	22/05/20
	2. Finance and Performance Report – Outturn 2019-20	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 31st March 2020	R Barnes	2020/003		
	4. Treasury Management Report – Quarter 4 and Outturn Report*	Kim Kent-Augustin	Not applicable		
	5. Corporate Directorates' Risk Register	T Barden	Not applicable		
	6. Covid-19 Issues Report	G Beasley	Not applicable		
	7. Guided Busway dispute update+	G Hughes	2020/005		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
14/07/20	1. Minutes – 02/06/20	M Rowe	Not applicable	01/07/20	06/07/20
	2. Finance and Performance Report (May)	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 31st May 2020	R Barnes	2020/016		
	4. Transformation Fund Monitoring Report Quarter 4 2019/20	K Allen	Not applicable		
	5. Performance Report – Quarter 4	A Mailer	Not applicable		
	6. Business Planning Update	T Adams	Not applicable		
	7. Transformation Fund Bid – Library Services	F Hernandez	Not applicable		
	9. Covid-19 Issues Report	G Beasley	Not applicable		
<i>[18/08/20] Provisional Meeting</i>	1. Minutes – 02/06/20	M Rowe	Not applicable		
	2. Covid-19 Issues Report	G Beasley	Not applicable		
22/09/20	1. Minutes – 02/06/20	M Rowe		09/09/20	14/09/20
	2. Finance and Performance Report (July)	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 31st July 2020	R Barnes	2020/017		
	4. Treasury Management Report – Quarter One Update 2020-21	Kim Kent-Augustin	Not applicable		
	5. Transformation Fund Monitoring Report Quarter 1 2020-21	K Allen	Not applicable		
20/10/20	1. Minutes – 22/09/20	M Rowe		07/10/20	12/10/20
	2. Finance and Performance Report (August)	T Kelly	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	3. Integrated Finance Monitoring Report for the Period Ending 31st August 2020	R Barnes	2020/018		
24/11/20	1. Minutes – 20/10/20	M Rowe		11/11/20	16/11/20
	2. Finance and Performance Report (September)	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 30th September 2020	R Barnes	2020/019		
	4. Treasury Management Report – Quarter 2*	Kim Kent-Augustin	Not applicable		
	5. Draft 2020/21 Capital Programme and Capital Prioritisation	C Malyon	Not applicable		
	6. Transformation Fund Monitoring Report Quarter 2 2020-21	K Allen	Not applicable		
	7. Corporate Directorates' Risk Register	T Barden	Not applicable		
	8. Performance Report – Quarter 1	A Mailer	Not applicable		
22/12/20	1. Minutes – 24/11/20	M Rowe		09/12/20	14/12/20
	2. Finance and Performance Report (October)	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 31st October 2020	R Barnes	2020/020		
	4. Amendments to Business Plan Tables (if required)	C Malyon	Not applicable		
	5. Draft Revenue and Capital Business Planning Proposals for 2021-22 to 2025-2026 (whole Council)	C Malyon	Not applicable		
	6. Treasury Management Strategy	Kim Kent-Augustin	Not applicable		
26/01/21	1. Minutes – 22/12/20	M Rowe		13/01/21	18/01/21

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	2. Finance and Performance Report (November)	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 31st November 2021	R Barnes	2021/001		
	4. Local Government Finance Settlement	C Malyon	Not applicable		
	5. Business Plan*	C Malyon	Not applicable		
	6. Consultation Report	S Grace	Not applicable		
	7. Transformation Fund Investments for Business Planning 2020-21 to 2024-25	A Askham	Not applicable		
	8. Performance Report – Quarter 2	A Mailer	Not applicable		
[23/02/21] Provisional Meeting					
23/03/21	1. Minutes – 26/01/21	M Rowe		10/03/20	15/03/20
	2. Finance and Performance Report (January)	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 31st January 2021	R Barnes	2021/002		
	4. Transformation Fund Monitoring Report Quarter 3 2019/20	K Allen	Not applicable		
	5. Treasury Management Report – Quarter 3	Kim Kent-Augustin	Not applicable		
[20/04/21] Provisional Meeting					
15/06/21	1. Minutes – 23/03/21	M Rowe		02/06/21	07/06/21
	2. Finance and Performance Report – Outturn 2020-21	T Kelly	Not applicable		
	3. Integrated Finance Monitoring Report for the Period Ending 31st March 2021	R Barnes	2021/003		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	4. Treasury Management Report – Quarter 4 and Outturn Report*	Kim Kent-Augustin	Not applicable		
	5. Performance Report – Quarter 3	A Mailer	Not applicable		

