

# COMMERCIAL & INVESTMENT COMMITTEE

## Minutes-Action Log



**Agenda Item no. 2**

Cambridgeshire  
County Council

### Introduction:

This is the updated action log as at **14<sup>th</sup> November 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> 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.	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. This would include the Council's land. This was considered by the Capital Prog. Board in July and will be reported to C&I and GPC in due course.	Ongoing
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### Minutes of 22<sup>nd</sup> March 2019

Item no.	Item	Action to be taken by	Action	Comments/Status	Estimated completion date/ Completed
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 (December 2019) and the end of MS6 (January 2021)	December 2019

### Minutes of 26<sup>th</sup> April 2019

225.	<b>Estates and Building Maintenance Inspections</b>	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.	November 2019
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### Minutes of 13<sup>th</sup> September 2019

271 (1)	<b>Shire Hall Disposal – draft Heads of Terms</b>	Chris Malyon	Presentation to be made to the Committee on plans for Shire Hall, with other key Members invited.	Provisionally booked for 22 November after C&I Committee. <b>Date confirmed and electronic Invitations sent 16/10/19.</b>	22/11/19
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### Minutes of 24<sup>th</sup> September 2019

274 (2)	<b>Resolutions for This Land AGM</b>	Cllr Schumann	Take legal advice on the representation on the This Land Board.		
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### Minutes of 18<sup>th</sup> October 2019

278.	<b>Approval for Grid connection down payments for Energy Investment Projects</b>	Cherie Gregoire	Historic Environment report for North Angle Farm would be copied to Councillors Jones and Schumann.	Information shared with Cllrs Jones and Schumann.	Completed.
278.	<b>Approval for Grid connection down payments for Energy Investment Projects</b>	Cherie Gregoire	Add cyber attacks/terrorism threat to Energy Investment projects to the Risk Register.	Team to track cyber attacks issue in Risk Register.	Completed.
279.	<b>Commercial Team</b>	Amanda Askham	Add regular reviews of the Risk Register to the C&I agenda plan.	To be included with the quarterly KPI report.	Completed.

<b>281.</b>	<b>Service Committee Review of draft Revenue Business Planning</b>	Dan Sage	Review the Business Case template, to possibly include financial information.	The Business Case documentation is reported directly out of Verto and is not able to hold multi-year financial information, therefore it is not possible to include figures within the Business Cases.	
<b>281.</b>	<b>Service Committee Review of draft Revenue Business Planning</b>	Dan Sage	Include some narrative on the main proposals in the covering report in future reports.	These reports have been refined and standardised across committees and over several Business Planning periods, and a deliberate decision has been made to remove duplication where possible. Therefore the narrative on the proposals is only located in the Business Case.	
<b>282.</b>	<b>Investment Strategy</b>	Ellie Tod	Update the draft Investment Strategy to reflect the comments raised by Members.		