

## **GENERAL PURPOSES COMMITTEE**

### **Minutes-Action Log**



#### **Introduction:**

This log captures the actions arising from the General Purposes Committee on 24th July 2018 and updates members on the progress on compliance in delivering the necessary actions. This is the updated action log as at 12th September 2018.

### **Minutes of 24th July 2018**

<b>Item No.</b>	<b>Item</b>	<b>Action to be taken by</b>	<b>Action</b>	<b>Comments</b>	<b>Completed</b>
<b>93.</b>	<b>Minutes – 24th May 2018 and Action Log</b>	T Barden/ L Robin	Requested that General Practitioners be informed of children not attending their Health Visiting mandated check at 2-2.5 years.	This has been raised with the provider of the Health Visiting Service – Cambridgeshire Community Services NHS Trust. There is no separate communication to GPs if a child does not attend for one of their checks, but the non-attendance is noted in the child's record on 'SystmOne' so should be visible to the GP, provided the GP practice uses 'SystmOne' for their electronic medical records. GP practices which do not use 'SystemOne' are not able to see the child's record. Children on the Universal Plus and Universal Partnership Plus Health Visiting pathways (the most vulnerable children) are always followed up if they miss a check.	Yes

95.	<b>Finance and Performance report – May 2018</b>	T Kelly	Requested information on the apportionment of interest to organisations where the Council was the accountable body for holding their funding.	E-mail circulated to GPC on 12 September 2018	Yes
96.	<b>Integrated Resources and Performance Report for the period ending 31st May 2018</b>	T Kelly	Deputy Section 151 Officer to consider the LGSS Operational Revenue Budget and report back to the Committee.	<p>Concern that period 2 outturn figures for LGSS were not available at the last Committee has been fed back, and related to a temporary staff shortage in that team.</p> <p>LGSS Revenue Budget figures are included in the report before the September GPC, as normal.</p>	Yes
		T Kelly/ L Robin	Highlighted the different accounting rules used to manage the Public Health budget. This budget comprised a £25.4m ring-fenced public health grant, which was subject to NHS accounting rules rather than the County Council's actual system. The Chairman requested a briefing for the Committee.	E-mail circulated to GPC on 12 September 2018	Yes

		S Grace	Agreed to provide the Committee with a briefing on target setting in relation to the Indicators set out on page 34 of the report.	A briefing note detailing progress will be sent to GPC week beginning 13 September 2018.	Ongoing
		Cllr Bates G Hughes	Agreed a report should be prepared for the E & E Committee detailing the Cambridge and Peterborough City and District Councils' approach to collection and agreeing distribution of CIL and Section 106 funding, and the approach of neighbouring districts, in order to provide a comparison.	This is being added to the October Economy and Environment Committee agenda.	Yes
		C Malyon T Kelly	To consider in future whether transformation bids should be considered as part of the finance papers, or as a separate report.	In the short term, it is proposed to retain transformation bids as separate proposals as those that are likely to come forward over the next 18 months will probably be significant investments that warrant their own report. This position can be reviewed in light of experience as part of the 19/20 business planning process.	Yes
<b>97.</b>	<b>Transformation Fund Monitoring Report Quarter 4 2017/18</b>	J Turner	Introduce RAG rating.	Will be incorporated in the next Transformation Fund Report which will be Q1 2018/19.	Yes
		J Turner Cllr Bates	The Chairman requested that work be carried out to identify the benefit of these transformation schemes to other organisations.	Will be incorporated in the next Transformation Fund Report which will be Q1 2018/19.	Yes

		T Kelly	The Deputy Section 151 officer agreed to circulate the criteria system for determining whether something should have a red or amber RAG rating [i.e. calculations of how the RAG ratings are calculated]	E-mail sent to GPC on 16 August 2018	Yes
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## Minutes of 29th May 2018

90.	<b>Treasury Management Quarter Four</b>	C Malyon	The CFO reported that he would pick up where funding to charitable organisations sat in the Strategy and report back to Committee.	<p>The treasury management strategy is scheduled for revision by the Committee as part of the policy review that commences the next round of business planning at GPC (in September).</p> <p>Loans to charitable organisations will be reported in the Q1 report to be received in September, with a protocol proposed for third party loan criteria and assessment as part of the treasury management strategy revision.</p>	Yes
		C Malyon	The CFO to meet with the Chairman to consider the balance of risk and cost in relation to loans.	The CFO and the Chairman have discussed this matter and have recognised both the upsides in retaining over saturation of a short dated loan portfolio but also the risks associated with this approach. Steps will be taken to smooth the repayment profile of the portfolio with a greater mix medium term dated loans. This will re-balance the duration of the book and spread the risk. However it was also recognised that converting all short term loans at this point would have a detrimental impact on the revenue budget so this would be a phased process.	Yes