

## Assets and Procurement Committee Minutes - Action log

This is the updated action log as at 13<sup>th</sup> March 2024 and captures the actions arising from the most recent Assets and Procurement Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

### Assets and Procurement Committee minutes of 18<sup>th</sup> October 2023

Minute	Item	Officer	Action	Comments	Status
6.	Reinforced Autoclaved Aerated Concrete (RAAC) school buildings	Chris Ramsbottom	It was suggested that it may be worth lobbying central government, possibly through CCN, on the additional burden the RAAC surveys of Academies had placed on Councils.	The DfE wrote to all councils confirming they would pay for RAAC surveys carried out between certain dates: due to CCC's proactive approach, the large majority of our surveys were completed before this timeframe and as such could not be claimed for. A claim to the DfE has been made for those surveys within the timeframe.	Complete
9.	Procurement Governance and Performance Report	Clare Ellis	Waivers: Member asked if a list could be provided by quarter, to cover the previous eight quarters, so any trends could be monitored, and that information was provided on (i) number of waivers as a percentage of contracts let in the period, and (ii) the value of contracts subject to waiver, grouped in bands.	The waiver information will be provided to the March meeting.	In progress

### Assets and Procurement Committee minutes of 28<sup>th</sup> November 2023

Minute	Item	Officer	Action	Comments	Status
20.	This Land – publication of Shareholders Agreement	Michael Hudson	A Member asked officers to carefully consider the governance issues and potential conflict of responsibility that	Officers are meeting at the end of January to review the governance arrangements and Committee will be	Ongoing

			existed as a result of having a Councillor as a Director.	updated in one of the next two upcoming meetings with options.	
21.	Provider Selection Regime	Clare Ellis	Officers to check whether Adults & Health Committee would receive a report on this issues.	Scheduled for January Adults & Health Committee meeting.	Complete
22.	Major Energy Projects – Progress Update	Sheryl French	A Member asked if there were benchmarks for payback periods. Officers advised costs for 1 MW of installed capacity across equivalent solar farms could be provided as a benchmark.		
22.	Major Energy Projects – Progress Update	Sheryl French	Request to provide the Business Plan, time/cost metrics and current position of energy projects for Members.	Annual forecasts for income for each of the large projects could be provided. Forecasts for 2024/25 for the large energy projects will be sent through by the end of February 2024. However, please note, figures will go up and down according to the market and global pressures on energy supplies. We will provide updates annually at year end, comparing forecast to actuals.	In progress
22.	Major Energy Projects – Progress Update	Sheryl French	Actual income figures for Triangle Farm and St Ives to be provided once those schemes started generating.	Triangle Farm/North Angle information circulated to Committee on 08/01/24. St Ives info to be circulated when available.	In progress
23.	Procurement Performance Report	Clare Ellis	Update on review of risk management of the Council's largest/highest risk contract to be provided in a future Committee report.		Ongoing

## Assets and Procurement Committee 16<sup>th</sup> January 2024

29.	East Barnwell Community Centre and library redevelopment	Emma Duncan	Request that the Monitoring Officer reviews the Constitution with regard to amendments.	<p>The Monitoring Officer advised that the current position on amendments at Committee is as follows: Amendments at Committee are required to be notified in advance. No other amendment may be moved at the meeting except where the chair may permit, at their absolute discretion, in exceptional circumstances and to ensure the efficient or proper discharge of the Council's business, a further amendment or amendments to be moved.</p> <p>Committee Chairs will be advised of this requirement and the matter considered at Constitution and Ethics Working Group and Committee as a future agenda item.</p>	Complete
30.	Business and Financial Plan 2024-29	Chris Ramsbottom/ John Macmillan	Ensure relevant local issues were communicated with Local Members, including confidential information, where relevant, e.g. rural estate developments.	This is being undertaken as part of the Member engagement protocol.	Complete
31.	Asset Management and the Maintained Schools Estate	Councillor Hathorn/ Jonathan Lewis	Letter from Committee Chair to government regarding penalisation of the Council due to its proactive approach on RAAC.	Letter sent to the Secretary of State for Education on 27/02/24.	Complete
31.	Asset Management and the Maintained Schools Estate	Sheryl French	Queried a reference to the school decarbonisation programme being delivered to 9 schools, and asked for further information on the timescales.	Nine CCC maintained schools have had low carbon heating projects delivered using Public Sector Decarbonisation Scheme (PSDS) Phase 2 and Phase 3a grant funding. All nine are practically complete and the heat pumps are operational. Formal completion has been signed off (one project in March 2023,	Complete

				<p>three projects in October 2023) for four of the nine schools. Formal completion at the remaining five schools is awaiting rectification of one faulty heat pump and connection of remote access to heat and electricity sub-metering in order to enable remote monitoring of heat pump performance.</p> <p>PSDS Phase 3b grant funding has been secured for heat pump at a further 13 schools (6 Diocese of Ely Voluntary Aided schools and 7 Council maintained schools). Subject to acceptable business cases these projects would commence in summer 2024 and complete by the end of March 2025.</p>	
31.	Asset Management and the Maintained Schools Estate	Sheryl French	Query as to whether advance notice was received on Salix funding waves.	<p>The Council receives the same notice of forthcoming Phases of Salix funding as all other public sector bodies.</p> <p>Phase 3c was announced in July 2023 for applications in October 2023.</p> <p>Phase 4 of PSDS was announced on 29th February 2024. Guidance on application requirements are to be published in summer 2024. The application deadline has not yet been announced (best guess October 2024), but funding will be for the 25/26 financial year onwards.</p>	Complete