

COMMUNITY TRANSPORT ACTION PLAN WORKING GROUP

To: **Audit & Accounts Committee**

Meeting Date: **20th September 2018**

From: **Duncan Wilkinson, Chief Internal Auditor**

Purpose: **To inform the Committee of the proposal to set up a working group to monitor implementation of the Community Transport Action Plan.**

Recommendation: **Audit & Accounts Committee is requested to agree the creation of the working group.**

<i>Officer contact:</i>		<i>Member contacts:</i>	
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1. BACKGROUND

- 1.1 There was a major review of Community Transport in Cambridgeshire culminating in the public meeting on July 31st 2018. A twelve-page Action Plan, presented by the Chief Executive, was reviewed in detail. Additional actions were agreed during the meeting, and these were listed in the minutes.
- 1.2 During the meeting it was agreed that Audit & Accounts would have the responsibility of ensuring that the recommendations were carried through. Given the number of issues, this is expected to be a large amount of work and will require more detailed discussion than can be accommodated during a normal Audit & Accounts meeting.

2. PROPOSAL

- 2.1 It is therefore recommended that a working group open to all members of Audit & Accounts, and those substitutes who attended the meeting on the 31st July, be created.
- 2.2 The Terms of Reference would be to review progress on the actions arising from the July 31st meeting and make recommendations to the next Audit & Accounts meeting.

SOURCE DOCUMENTS

Source Documents	Location
Community Transport Action Plan	Internal Audit Octagon 1, Shire Hall, Cambridge