

## STRATEGY, RESOURCES AND PERFORMANCE COMMITTEE MINUTES-ACTION LOG

This is the updated action log as of 22nd January 2024 and captures the actions arising from the most recent Strategy, Resources and Performance Committee meeting and updates Members on the progress on compliance in delivering the necessary actions.

### Minutes of 19th December 2023

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
181.	Integrated Finance Monitoring (IFM) Report for the period ending 31 October 2023	Michael Hudson	The Executive Director for Finance and Resources agreed to provide a written breakdown of the recharging in relation to Lead Authority Budgets, as these budgets did not just relate to Cambridgeshire.	The increase in costs related to insurance which is recharged where appropriate to the relevant authority. The increase noted in the 19 December report was £105k, of which £91k is fully related to the Cambridgeshire County Council (CCC) proportion of volume of claims. This increase arising mainly due to an increase in highways claims. Most of the other local authorities within the partnership also experienced an uplift in their volume of claims with the remaining elements of the costs increase being shared with the other partner Councils. Service costs are split based on claims and underwriting activity within the service for each partner Council, currently CCC accounts for 47% of all claims receipts.	Complete

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
		Stephen Moir Emma Duncan	To provide a note on how the process for scrutiny of Adult, Social Care debt could be managed.	Audit and Accounts Committee receive a six-month report on debt management which it scrutinised as part of its role, and debts relating to social care are included within that. The most recent update on social care debt having been provided to the committee on 1st December 2023 <a href="#">Debt Management Update Report</a> . Strategy, Resources and Performance Committee set the strategic intent in relation to recovery of debt owed to the Council across all services areas.	Complete

182.	Cambridgeshire and Peterborough Combined Authority (CPCA) Grant Funding Agreement with Cambridgeshire Skills	Sue Grace Emma Duncan	<p>To establish the reason for signing the agreement in the form of a deed to be signed under seal.</p> <p>To identify the implications of the Council failing to fulfil its obligations set out in the deed, and the legal costs involved of adopting this approach.</p> <p>The Chair asked for the above issues to be investigated and a note to be provided to the committee including the outcome of the delegation decision.</p>	<p>Sealing provisions are included in contracts and agreements generally where the value of the agreement is significant, as the risk to an authority of entering into an agreement involving larger sums of money maybe more significant and as such requires a higher degree of diligence. This is standard practice in local government nationally. This is because of a number of reasons:</p> <ul style="list-style-type: none"> <li>• Firstly, the custody of the seal is usually with the Monitoring Officer and prior to any seal being applied will ask to see the approval (either through committee resolution or officer delegation) this prevents high value agreements being entered into on the basis of a signature and without being checked by the Monitoring Officer’s staff.</li> <li>• Furthermore, a grant agreement is not enforceable without a seal as there is no “consideration” and most grant funding agreements are made under seal for that very reason. The body providing the grant would clearly wish to recover monies where the conditions of the grant were not met, in order to protect public funds.</li> <li>• There are negligible additional costs as it is part of our normal administrative procedures.</li> </ul> <p>Even if the Cambridgeshire and Peterborough Combined Authority were to waive the</p>	<p>Complete</p> <p>Complete</p>
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				<p>requirement for sealing, CCC would not be able to do that as it has a provision in its standing orders as follows;</p> <p>“All contracts must be approved, signed by an appropriate officer (as detailed in the Delegated Authorities Matrix) or sealed by Pathfinder Legal Services if valued over £500,000 or if deemed necessary for other reasons”.</p> <p>A copy of the Officer Delegation Notice will be sent to the Committee.</p>	Ongoing
185.	Treasury Management Report – Mid-Year Report 2023-24	Stephen Howarth Michael Hudson	To provide a briefing on Treasury Management.	Briefing arranged for 24 January 2024.	Complete
		Sue Grace	All Member training session on Cambridgeshire Skills.	Session arranged for 27 February 2024 from 12.30p.m. to 1.30p.m. via Teams.	Complete

## Minutes of 31st October 2023

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
172.	Integrated Finance Monitoring Report for the Period Ending 31 August 2023	Michael Hudson	Highlighted the fact that Adult Social Care debt had gone up by over 50% since May 2021, and requested some benchmarking data to understand the scale of this national issue. The Chair agreed that a briefing note should be prepared.	A separate paper was reported to the Audit & Accounts Committee on 1 December 2023 ( <a href="#">CCC Audit and Accounts Committee 1-12-23 Agenda Item 4 Debt</a> ). A further update on this is scheduled to go back to the Committee in Summer 2024.	Complete
		Martin Purbrick	The Chair proposed that a briefing note be prepared detailing the pressures on Children's Social Care and that a possible letter be discussed with Strategy, Resources and Performance Spokes.	<p>Children Education and Families is at present updating its self-evaluation of services. This is part of the Ofsted inspection framework and needs to be shared with them at least annually. This self-evaluation will be completed by the end of December 2023. Following completion of this self-evaluation a briefing note highlighting specific pressures will be circulated to Strategy, Resources and Performance Spokes by the Executive Director for Children, Education and Families, to enable an informed decision to be made about the need for a possible letter.</p> <p>In the interim period, the Committee is advised that the recent letter from 33 Council Leaders within the County Councils Network (CCN) membership, including the Leader of the</p>	Ongoing

				Council, addressed explicitly the financial pressures being faced by children's services.	
176.	Amendment to Local Government Pension Scheme Employer Discretions Policy	Sarah Haig Michael Hudson	The need for a briefing on the LGPS would be helpful.	A Camweb page is now live that gives a lot of information to employees about the Local Government Pension Scheme (LGPS). This includes a recording of a briefing that was undertaken by the pensions service about the LGPS. In addition, there are thirteen short explainer videos (from the pensions service and the LGPS) that give information about the pension scheme in simple plain English. The Council is letting employees know that this information is available through our internal communication channels. For communication specifically about the Salary Sacrifice Shared cost AVCs (which the change in the pension discretions that was discussed by the committee in October allowed the Council to introduce), seven live webinars about this were held for employees. These have resulted in 185 employees opting into this benefit so far. The first salary deductions were made in December which resulted in a saving to CCC so far is £14,078.	Complete

## Minutes of 28th March 2023

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
137.	Network Services Procurement	Emma Duncan	Highlighted the need for an action tracker to monitor delegations once approved by committee. The Chair asked the Chief Executive to consider this request as part of a broader scheme. However, in the short term, she asked the Chief Executive to consider possible action and report back to Group Leaders.	<p>The requirement for an action tracker relating to delegations is being considered by the Chief Executive, via the Statutory Officers Group, which also includes the Monitoring Officer and the Section 151 Chief Financial Officer. The Chief Executive will report back to Group Leaders on this issue, following consideration at the next Statutory Officers Group meeting on 1 August 2023.</p> <p>Update: This issue was discussed at the Statutory Officers Group, and it was agreed that an action tracker for delegated decisions from committees would be implemented. The Service Director: Legal and Governance agreed to take this action forward to implementation. The implementation plan is currently being developed.</p>	Ongoing