

Audit and Accounts Committee Minutes - Action Log

The minutes action log captures the actions arising at Audit and Accounts Committee meetings and updates the committee on progress.

Minutes – 30th July 2024

Minute	Report title	Response requested from	Action	Update	Status
185.	KPMG Audit Plan for Cambridgeshire Pension Fund 2023/24	KPMG	Following some challenge to the audit fee and ISA315 at Pension Fund Committee representatives of KPMG had met with Public Sector Audit Appointments (PSAA) around fee variations to ensure consistency in the way this was applied and to ensure that the additional work undertaken could be justified. That would be brought back to both the PFC and to Audit and Accounts.	The fees are based on scale rates agreed with the PSAA and the fees for work required regarding ISA 315 have been applied consistently across our audits. Fee variations require PSAA approval and we will report back to Committee when we have been through this process. <i>Reminder sent 08.01.25</i>	On-going
		Michael Hudson/ Mark Whitby	It was agreed to invite the Pension Fund Committee to seek greater assurance regarding the meaning of the actuarial figure which was created for the liability, the funding position and what should be done round this.	A valuation update was provided to the December Committee at item 16.	Completed

Minutes – 31st October 2024

Minute	Report title	Response requested from	Action	Update	Status
192.	Minutes 30 th July 2024 and Minutes Action Log	Frank Jordan	Members were advised that the establishment of a s106 Board had completed a previous action relating to a deep dive into s106 monies. The Chair queried whether there were any missing monies from developers. It was agreed that an update would be provided around whether the Internal Audit report was being actioned through the s106 Board, in particular around monitoring of the recording and receipt of s106/ community infrastructure levy (CIL) funds.	The S106 & CIL Board met in September and November 2024, and will continue with quarterly meetings from January 2025. Among other responsibilities, the Board has a standing item for officers to provide updates against the internal audit recommendations. In the recent November meeting, the Board was presented with the new S106 Risk Register highlighting issues such as staffing and IT, as well as proposed risk mitigations. From January 2025, detailed reports will be provided to the Board covering S106 monitoring, s106 allocation/spending, progress towards new s106 KPIs, and CIL bidding and receipts.	Completed
197.	Internal Audit Progress Report	Michael Hudson	A member expressed the hope that the relevant officers would look outside of the meeting at whether the situation in relation to OPUS People Solutions Ltd was equitable.	In progress.	On-going
198.	Corporate Risk Register	Stephen Moir	Asked whether there was a mechanism for councillors to provide effective input and challenge around what was in the	The Chief Executive issued an explanatory note on the elected member role in operational risk management to	Completed

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			risk register and the risk controls and action plans. This issue had been raised earlier in the day at SRP and the Chief Executive had offered to provide a response outside of the meeting.	the Audit & Accounts, as well as Strategy, Resource and Performance Committees on 10 January 2025.	
		Michael Hudson/ Chris Finch	Asked if there was a timescale for the property risk database referenced at section 3.1.3 of the report . An update was offered outside of the meeting.	The review of the database is ongoing and it is expected all risks will be managed by the Autumn.	On-going
199.	Debt Management Update Report for October 2024	Tom Kelly	A member noted that Table 2 showed the amount due, but not an aged debt position. The Service Director for Finance and Procurement offered a further breakdown by directorate and agreed that the casting would be reviewed.	Briefing note circulated electronically to committee members 17.01.25.	Completed
		Tom Kelly	A member asked whether new debt was being chased quickly enough and requested a breakdown of the debt balance showing what was actionable, what had happened and what was going to happen in relation to a financial modelling analysis. The Service Director for Finance and Procurement advised that officers considered that the biggest risk related to the 360+ days category of debt and that attention would be	Briefing note circulated electronically to committee members 17.01.25.	Completed

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			focused on that area. A further breakdown could be provided.		
201.	Committee agenda plan	Richenda Greenhill	A report on adjustments to adult social care outstanding debt should be added to the January agenda. Minutes 199 and 201 refer.	19.11.24: Added to the committee agenda plan for January 2025.	Completed
		Stephen Howarth	Sign-off of the annual accounts for 2022/23 and the EY report to be added to the agenda plan.	08.11.24: An update will be included as part of a general financial reporting paper at a future meeting.	Completed
		Richenda Greenhill	The new executive director assurance reports should begin with a report from the Executive Director of Adults, Health and Commissioning.	19.11.24: Added to the committee agenda plan for January 2025.	Completed