

## Audit and Accounts Committee Minutes - Action Log

This is the updated action log as 17<sup>th</sup> November 2021 and captures the actions arising from the most recent Audit and Accounts Committee meeting and updates Members on the progress on compliance in delivering the necessary actions.

| Minutes of 28 <sup>th</sup> September 2021 |                                   |                        |   |   |               |
|--|-----------------------------------|------------------------|---|---|---------------|
| Minute no                                  | Item title                        | Responsible officer(s) | Action  | Comments  | Action status |
| 23   | Consultants Report September 2021 | Janet Atkin            | Asked if the County Council had any influence over the use of zero hours contracts on the Amey commissioned contract, and also on care contracts. Officers agreed to check with officers responsible for those services and report back to the Chair. | <p><b>The Waste PFI Contract places a general responsibility on the Contractor to provide sufficient staff to deliver the services and allows the use of agency staff provided that they are suitably trained for the role they are covering. The Contract is silent on the terms and conditions for either directly employed or agency staff but there are other clauses which require the Contractor to comply with legislation which includes employment laws.</b></p> <p><b>The Council has the ability to change the contract and there is a mechanism to request an Authority change. If a change places an additional cost burden on the contractor Amey can adjust the charges levied for the services to recover all extra cost from the council so that they are left “no better no worse” following a change.</b></p> <p><b>In summary the Council can influence what they do but we will have to meet any additional costs that result.</b></p> |               |

## Minutes of 22<sup>nd</sup> July 2021

|    |                        |                 |   |   |          |
|----|------------------------|-----------------|---|---|----------|
| 14 | Debt Management Update | Alison Balcombe | Queried the level of write off required because reconciliation was not possible. It was noted that this was not expected to be significant, but an update would be circulated when available. | Discussions with CCG ongoing, a verbal update will be provided at the November meeting. | Ongoing  |
| 14 | Debt Management Update | Alison Balcombe | The £2M from the CCG was not reflected in the tables in Section 2 of the report, but officers agreed to look at using that type of analysis going forward.                                    | Future reports to be adjusted accordingly.  | Complete |
| 14 | Debt Management Update | Alison Balcombe | Notify Committee once CCG £2M issue was resolved.   | Discussions with CCG ongoing, a verbal update will be provided at the November meeting. | Ongoing  |
| 14 | Debt Management Update | Alison Balcombe | Share Service Improvement Plan with the Committee.  |   |          |

## Minutes of 13<sup>th</sup> July 2021

| Minute no | Item title  | Responsible officer(s) | Action   | Comments | Action status |
|-----------|---|------------------------|--|----------|---------------|
| 7         | Integrated Finance Monitoring Report for the period ending 31/05/21 | Stephen Howarth        | Info to be circulated to Committee on capital funding schemes that were <u>not</u> being progressed. |          |               |