

STRATEGY, RESOURCES AND PERFORMANCE COMMITTEE MINUTES-ACTION LOG

This is the updated action log as of 20th January 2025 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 17th December 2024					
Minute number	Item title	Responsible officer(s)	Action	Comments	Status
236.	Integrated Finance Monitoring Report for Period 7 2024-25	M Hudson M Purbrick	Report back on the outcome of the discussion at CYPC in relation to sprinklers being included as part of the Alconbury Weald Secondary School Scheme, and whether any further action was required in terms of budgeting.	January 2024 – Children and Young People Committee received an update via Committee papers in January which noted the position.	Complete

239.	Corporate Performance Report	S Grace B Stevenson	Written response on whether continued high level of FOI requests on contentious issues relating to highways could be attributed to potholes.	Contentious issues, the Council has received requests relating to Mill Road, a closed river lock, potholes, highway inspections, Kings Dyke crossing, cycle schemes. The ICO have always used 90% for SARS (and FOI) as an indicator of performance. It accepts that sometimes authorities will miss the deadline because of factors such as sheer volume of a request or its complexity of that request along with the number received. The FOI Team will be taking a stronger approach to directing people to information already in the public domain.	Complete
		S Moir J Atkin	Information on the percentage of staff where a response had not been expected to the Employee Engagement Survey.	Included in briefing note circulated on 7 January 2025.	Complete
		S Moir J Atkin	To circulate a copy of the presentations considered by the Staffing and Appeals Committee on the People Strategy and a briefing note from the Service Director: Human Resources on steps to improve employee engagement.	Briefing note circulated on 7 January 2025.	Complete
240.	Agenda Plan, Training Plan, Appointments to Outside Bodies and Internal Advisory Groups and Panels	M Rowe	A copy of the Members' Development Programme to be circulated to Group Leaders.	Circulated to Group Leaders on 18 December 2024.	Complete

Minutes of 31st October 2024

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
219.	Integrated Finance Monitoring Report for Period 5 2024-25	M Hudson	Provide Members with a briefing on the Chancellor's budget statement and following the local government settlement in December.	January 2025 – An update is included within the Business and Budget Plan papers at the January Committee.	Complete
		Councillor Meschini E Duncan	Consider whether a solution can be identified to address continued concerns about the limited time available for submitting amendments to recommendations.	This item will be considered as part of the ongoing review of the Constitution on the Constitution and Ethics Committee workplan.	Ongoing
		Chief Executive	To delegate to the Chief Executive, in consultation with the Chair and Vice Chair of the committee, to draw-down up to £1.6m from earmarked reserves to cover the legal costs and preparation of the case relating to the guided busway prosecution.	Delegated authority has been exercised by the Chief Executive to draw-down from the earmarked reserve to ensure appropriate legal costs are funded as the case proceeds.	In progress
220.	Waterbeach Train Station Relocation – Funding Agreement	M Hudson	Delegate authority to the Executive Director of Finance and Resources, in consultation with the Chair and Vice Chair of the Committee, to agree the final terms and execute	January 2025 – still awaited.	Ongoing

			documents to enable this funding approach		
227.	Corporate Performance Report	S Grace B Stevenson	To compare the response to Freedom of Information requests to the Council's statistical neighbours.	Information has been gathered from a number of other councils and we are preparing this benchmarking to share with the committee at the next meeting.	Ongoing
228.	Corporate Risk Register	M Hudson	The owner of risk 3 to consider why a review of short and medium-term objectives was not included as a possible control for consideration in the CRR, as there was a difference strategically and financially in the Council providing its mandatory services and its objectives.	January 2025 – this has been updated and will be reported to in the next cycle of consideration of the register alongside further announcements on the Funding Review expected from Government 18 December 2024.	Ongoing
		M Hudson	To review the clarity of a trigger relating to horizon scanning to reflect a substantial budget change from central government.	January 2025 – this has been updated and will be reported to in the next cycle of consideration of the register.	Ongoing

Minutes of 9th July 2024

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
205.	Integrated Finance Monitoring Report for year ending 31 March 2024	M Hudson S Howarth	Briefing note on what the review of forecasting methodology for the high needs block was likely to involve, as well as a briefing on the cost of home to school transport.	December 2024 – Work is ongoing around deeper dives into both areas following Government funding announcements and latest forecasts and response being co-ordinated.	Ongoing
206.	Integrated Finance Monitoring Report for the period ending 31 May 2024	M Hudson S Howarth	The Chair agreed to update the Councillor Boden with more information if possible on the timing of the figures for waste management for the remainder of the year.	<p>October 2024 – At this stage officers are still working with advisors on a full business case appraisal and determining options and actions. As such further progress will be reported through both future Finance Monitoring Reports and the Business and Budget Planning papers reported to this and a special Environment and Green Investment Committee at the end of November 2024.</p> <p>December 2024 – A separate report was issued and considered by the Strategy, Resources and Performance Committee. This remains ongoing.</p>	Ongoing

Minutes of 26th March 2024

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
197.	Integrated Finance Monitoring Report for the period ending 31 January 2024	M Hudson	Risk 8 – The Council is a victim of cyber-crime. The Executive Director of Finance and Resources agreed to provide a written response in relation to all the actions set out on page 132, and to provide written response to the comments raised at the meeting.	<p>A number of these items will be addressed at the Risk Workshop with members, and following that any other matters raised at the workshop and previously will be responded to.</p> <p>October 2024 – A workshop was held with councillors to cover more details as requested. Further updates will be reported to Strategy, Resources and Performance Committee throughout 2025, in particular relating to the Cyber Assessment Framework for Local Government recently launched by Government.</p> <p>December 2024 – The Council will be undertaking a peer review and will feedback the response from that alongside the update on actions for the Summer of 2025.</p>	Ongoing