

STRATEGY, RESOURCES AND PERFORMANCE COMMITTEE MINUTES-ACTION LOG

This is the updated action log as of 6th February 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 28th January 2025					
Minute number	Item title	Responsible officer(s)	Action	Comments	Status
244.	Integrated Finance Monitoring Report for Period 8 2024-25	M Purbrick	The Chair asked for a briefing note to be prepared for all Members detailing the Safety Value Programme position, and the situation regarding the new SEND schools as they were vital in order to provide better education for children and young people and for the Council's finances.	Briefing note circulated on 3 March 2025.	Complete
246.	2025-30 Business Plan and Budget	S Moir F Jordan	Detailed briefing note on responsibilities relating to bus shelters in new developments and maintenance of existing shelters.	Briefing note circulated on 27 February 2025.	Complete

247.	Agenda Plan, Training Plan, Appointments to Outside Bodies and Internal Advisory Groups and Panels	S Moir	The Chair asked officers to consider whether an item on Local Government Reorganisation should be added to the agenda for the next meeting.	This is being addressed by Full Council.	Complete
		M Hudson	One Member asked officers to consider the impact of a recent accounting change relating to profit and loss.	Changes to International Financial Reporting Standards continue to be reflected in the Integrated Financial Monitoring Report where appropriate and will be covered in the Outturn report as applicable.	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	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. It will go to Constitution and Ethics Committee as indicated as part of the Constitution (with all the other proposals) after the election.	Ongoing
		S Moir	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	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

			to the guided busway prosecution.		
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 documents to enable this funding approach	January 2025 – still awaited.	Ongoing
227.	Corporate Performance Report	S Grace B Stevenson	To compare the response to Freedom of Information requests to the Council's statistical neighbours.	Information circulated to the committee on 7 February 2025.	Complete
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.	February 2025 – this has been updated and will be reported to in the next cycle of consideration of the register.	Complete
		M Hudson	To review the clarity of a trigger relating to horizon scanning to reflect a substantial budget change from central government.	February 2025 – this has been updated and will be reported to in the next cycle of consideration of the register.	Complete

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.	<p>December 2024 – Work is ongoing around deeper dives into both areas following Government funding announcements and latest forecasts and response being co-ordinated.</p> <p>February 2025- Forecasts have been updated and reported to Strategy, Resources and Performance committee.</p>	Complete
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> <p>February 2025- Further reports have been presented to Strategy, Resources and Performance Committee and waste has been included in subsequent Integrated Finance Management Reports.</p>	Complete

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