

Audit and Accounts Committee Minutes-Action Log

This is the updated action log as 20th September 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 22 nd July 2021					
Minute no	Item title	Responsible officer(s)	Action	Comments	Action status
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.		
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.		
14	Debt Management Update	Alison Balcombe	Notify Committee once CCG £2M issue was resolved.		
14	Debt Management Update	Alison Balcombe	Share Service Improvement Plan with the Committee.		
16	Draft Cambridgeshire County Council Statement of Accounts 2020-21	Tom Kelly	This Land accounts to be made available to the Committee at the September meeting and the narrative reviewed.	A more detailed narrative has now been provided on the This Land position. The This Land accounts will	Completed

				be published at Companies House during September. ⁱ	
--	--	--	--	--	--

Minutes of 13th July 2021

Minute no	Item title	Responsible officer(s)	Action	Comments	Action status
6	Integrated Finance Monitoring Report for the period ending 31/05/21	Stephen Howarth	Simplify future reports, subject to Joint Administration leaders' agreement.	Update to be provided at meeting.	Completed
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.		
9	Farm Audit Update	John Nash	County Farms Working Group date not yet agreed.	County Farms Working Group scheduled for 14 th September 2021.	Completed
9	Farm Audit Update	Gillian Beasley/ Janet Atkin	Respect at Work and Violence and Aggression at Work policies to be considered by Staffing & Appeals Committee in Sept 2021.	Considered at Staffing & Appeals Committee on 16/09/21 – policies were well received and noted.	Completed

Minutes of 23rd March 2021

Minute no	Item title	Responsible officer(s)	Action	Comments	Action status
318	Internal Audit Progress Report	Richard Lumley	With regard to the Highways Contract open book review, a Member queried size of any future sums to be transferred. It was	Update provided at Committee on 13/07/21	Ongoing

			agreed that this information would be circulated to the Committee Members confidentially.		
Minutes of 26 th January 2021					
299	Debt Management Update	Alison Balcombe	Highlighted a problem with the headings in the table at paragraph 2.1 of the report, in relation to the periods covered. Officers agreed to correct this for future reports.	To be addressed in future reports.	<i>Completed</i>
299	Debt Management Update	Alison Balcombe	Table entitled "Collection rates – 2019/20", the title "no. of invoices" had been duplicated in two successive rows – officers agreed to correct this for future reports to "invoices issues" and "invoices closed" respectively.	To be addressed in future reports.	<i>Completed</i>
Minutes of 30 th October 2020					
273.	Whistleblowing Policy Annual Report a) Suggestions for future reports	Neil Hunter	Providing more detail in terms of the staff survey sample in terms of the number used what percentage this was of the total County Council workforce.	Whistleblowing report was presented to 22/07/21 Committee.	Completed
	a) To show changes to the Policy		Request that changes should be shown using sidebars so that Members could see the changes made to the previous version.	Whistleblowing report was presented to 22/07/21 Committee.	Completed

ⁱ The This Land accounts will be published at Companies House during September: [THIS LAND LIMITED filing history - Find and update company information - GOV.UK \(company-information.service.gov.uk\)](https://www.gov.uk/company-information/service/this-land-limited).

The September meeting of the Strategy & Resources Committee has received a monitoring update on This Land, [Council and committee meetings - Cambridgeshire County Council > Meetings \(cmis.uk.com\)](https://cmis.uk.com/council-and-committee-meetings). On the balance sheet, the company has net liabilities of £14m, an increase of £1.4m compared to the position as at 31 December 2019. The company's business plan takes account of this expected position, the future repayment of loans to schedule and interest payments and overall provides a pathway to commercial success. The company has good short term cashflows, the Council has recently appointed an outside company, Avison Young, to undertake a review of the assumptions, risk and strategy for the company in the medium term