

Audit and Governance Committee Decision Statement

Meeting: 9 June 2023

Agenda/Minutes: [Audit and Governance Committee 9 June 2023](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting:

Item	Topic	Decision [None of the decisions below are Key Decisions]
1.	Apologies for Absence and Declarations of Interest	Apologies were received from Cllr Smith and his substitute Cllr Pounds. Cambridge City appointed Cllr Tim Griffin as the temporary substitute and was in attendance. No disclosable interests were declared.
2.	Election of Vice Chair	Nominated by Cllr Harvey and seconded by Cllr Inskip - Cllr Graham Wilson was elected as Vice Chair for the ensuing year.
3.	Co-Option of Independent Member	RESOLVED The Committee advise the CA Board that the Committee has requested that officers look into creating a process for selecting a co-opted independent member from one of the constituent councils. An amendment to the Constitution be brought back to the Committee which would formally allow for co-opted members on the Audit and Governance Committee. The Committee requested that officers look into co-opting an Independent Member as a trial.
4.	Chair's Announcements	Draft Accounts – moved to July meeting: Due to a combination of delays in several key reports required for inclusion in the draft accounts, including the pension fund position and asset valuations, and the additional pressure of providing audit evidence for the 21-22 audit while also preparing the 22-23 accounts, the publication of the CPCA's draft accounts has been delayed. The pensions valuation, and the delay to audits are national issues, as can be seen by the majority of the other Mayoral Combined Authorities missing the deadline this year, and that the overall fraction of Local Authorities missing the deadline is widely expected to have increased this year from 23% of upper tier and 37% of lower tier authorities for 21-22 accounts. Subject to the relevant reports being completed the Combined Authority is aiming to deliver draft accounts in time for the Committee's July meeting. Member Induction Day – 22nd June 9am at Anglia Ruskin University - Peterborough, University House
5.	Minutes	RESOLVED The minutes of the meetings held on 24th March 2023 were approved as a correct record. Under consideration of the Action Log the Interim Monitoring Officer advised that all recommendations from the A&G Committee regarding the Constitution were accepted by the Board and all comments would be taken into the refreshed constitution.
6.	Single Assurance Framework	RESOLVED The Committee noted the report.

7.	Shareholder Board Update	<p>RESOLVED</p> <p>The Committee:</p> <ol style="list-style-type: none"> 1 Noted the update and requested that an annual report which would outline the activities of the shareholder board including background information of each of the Combined Authority companies be added to the agenda for March. 2 Requested that the Company Secretary notify all members of A&G when the Shareholder Board meeting takes place. 3 Cllr Coles would attend the first meeting and report back to the Committee.
8.	Improvement Framework	<p>RESOLVED</p> <ol style="list-style-type: none"> 1 Considered progress against the stated areas of improvement identified by the External Auditor in June 2022 and Best Value Notice received in January 2023. 2 to note the reframed improvement plan (to be) agreed by the CA Board at its meeting on 31 May 2023 3 to note the observations of the Independent Improvement Board held on 22 May 2023. 4 to note the observations from the recent meetings between the Combined Authority corporate management team and constituent councils management teams. 5 to note the proposed RAG rating methodology to measure progress of improvement activity against the agreed reframed Improvement Plan. 6 to note the progress made on the appointment of Chair, Independent Improvement Board.
9.	Corporate Performance Report	<p>RESOLVED</p> <ol style="list-style-type: none"> 1 review and assess plans to develop and implement an interim performance management framework. 2 approve the plans as set out in this report.
10.	Corporate Risk Register	<p>RESOLVED</p> <ol style="list-style-type: none"> 1 To defer this item to the next meeting due to time constraints.
11.	Outcome and Recommendations from Procurement Review and High-Level Action Plan	<p>RESOLVED</p> <ol style="list-style-type: none"> 1 Recommend to the CA Board the Implementation of the high level action plan as set out in Appendix 2 - Action Plan 2 Recommend that the CA Board approve the recruitment of the additional posts noted in the high level action plan (2 procurement and contracts officers and 1 contract manager) and that the costs of these posts will need to be built into the Medium Term Financial Plan for 2024-25 onwards
12.	Establishment of a Sub-Committee	<p>RESOLVED</p> <ol style="list-style-type: none"> 1 that an Audit & Governance Sub-committee be established to discharge any of the functions of the parent Audit & Governance committee including forming a hearings panel. 2 That an Audit & Governance Sub-committee hearing panel be established consisting of at least four members of the Audit and Governance committee to include an independent person who may be best suited to chair the meetings to ensure neutrality and remove any appearance of bias or predetermination.

		<p>3 The Monitoring Officer be authorised as proper officer to accept changes to membership of the sub-committees, such change to be notified before the start of a meeting. Those Members will be appointed with effect from the date at which the Monitoring officer is advised of the names of such Members.</p> <p>4 the following members be appointed to the sub committee: Mr John Pye (Chair) Cllr Andy Coles Cllr Simon Smith Cllr Graham Wilson</p>
13.	Internal Audit – Draft Annual Report	<p>RESOLVED</p> <p>1 Note the draft annual report from the Internal Auditors.</p>
14.	Internal Audit – Progress Report	<p>RESOLVED</p> <p>1 Note the progress report from the Internal Auditors.</p>
15.	Internal Audit – Plan 23/24	<p>RESOLVED</p> <p>1 Note the Internal Audit Plan 23/24.</p>
16.	Revision to Scheme of Delegation	<p>RESOLVED</p> <p>1 Committee reviewed the suggested update to the Scheme of Delegation of the Combined Authority recommended to the CA Board to adopt changes as revisions to the Constitution.</p>
17.	Work Programme	<p>RESOLVED</p> <p>1 Note the work programme.</p>
18.	Date of next meeting	<p>7 July 2023</p> <p>Pathfinder House, Huntingdon DC</p>

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