

**AUDIT COMMITTEE: RECORD OF ACTION TAKEN
MUNICIPAL YEAR: MAY 2024 - APRIL 2025**

1: ACTIONS FROM THE LAST MEETING

DATE OF MEETING	AGENDA ITEM	AGREED ACTION	OFFICER RESPONSIBLE	DUE DATE	CURRENT STATUS/ACTION UPDATE
9 September 2024	Item 4: Actions and Matters Arising	The additional actions identified in the amendments to the 22 July 2024 minutes to be incorporated into the action log.	Matt Makin, Senior Democratic Services Officer	25 November 2024	Actions added to this log.
9 September 2024	Item 6: Treasury Management Q1 Update – Quarter Ended 30 June 2024	The Committee to be advised of the details of the Treasury Management Training taking place on 8 October 2024.	Matt Makin, Senior Democratic Services Officer	25 November 2024	Training details sent to all members of the Committee on 10 September 2024.

2: OUTSTANDING ACTIONS COMPLETED

DATE OF MEETING	AGENDA ITEM	AGREED ACTION	OFFICER RESPONSIBLE	DUE DATE	CURRENT STATUS / ACTION UPDATE
22 July 2024	Item 4: Actions and matters arising	The Committee noted that its Terms of Reference (ToR) needed to be referred back to Full Council at its next meeting of 16 October 2024 to amend section 6.3 of the ToR, as the proposal to enable the Vice-Chair to chair a meeting in the event no independent member is present had been unintentionally omitted from the draft document presented to Full Council. The Committee asked that it be advised of the outcome of this referral.	Matt Makin, Senior Democratic Services Officer	25 November 2024	The additional amendment was approved by Full Council at its meeting on 16 October 2024 and the Constitution was updated accordingly.

3: OUTSTANDING ACTIONS PENDING

DATE OF MEETING	AGENDA ITEM	AGREED ACTION	OFFICER RESPONSIBLE	DUE DATE	CURRENT STATUS / ACTION UPDATE
22 July 2024	Item 11: Annual Internal Audit Opinion 2023/2024	The Committee recommended that the Head of Internal Audit identify an alternative provider to undertake the five-yearly independent assessment of compliance with the PSIAS as the committee did not consider the Chief Internal Auditor of Cambridgeshire County Council to be sufficiently independent to undertake this review.	Steve Crabtree, Chief Internal Auditor	25 November 2024	<p>Internal Audit continue to collate data for our own initial internal self-assessment against the standards prior to obtaining an external review of our compliance.</p> <p>PCC Chief Internal Auditor provided a peer review to County in 2022/23 as part of their assessment to reduce the financial burden on the local authority. This is expected to be reciprocated.</p> <p>Recent analysis has highlighted that initial costs suggest that CIPFA offered a service to provide external assessments and can undertake a full quality assessment costing £30k, and the Chartered Institute of Internal Auditors also offer a similar service at approx. cost of £14k.</p> <p>With the financial position currently experienced by PCC and that no budget is available within Internal Audit, this would be an additional pressure for the Council to commit to. Nevertheless, ongoing checks will continue as to the true costs.</p>

22 July 2024	Item 15: Risk Management Update	The Committee requested that, following approval of the updated Risk Management Policy and Framework, the Corporate Risk Manager provides the Committee with his ongoing work programme to further strengthen the Risk Framework and to address the opportunities for improvement identified by the committee in its review of new framework.	Gerry Roche, Corporate Risk Manager	25 November 2024	<p>Work continues to strengthen the framework with strategic risks being reported monthly, supported by the deep dive report being presented to the committee on 25 November 2024.</p> <p>Quarterly reviews of directorate risk templates and support and challenge being provided to projects.</p> <p>An operational work programme risk template is still to be finalised.</p>
27 November 2023 → →	Item 5: Internal Audit Mid Year Progress Report 2023/2024	Executive Director, Corporate Services to consider Insurance being removed from Internal Audit and sitting within Risk Management	Cecilie Booth, Executive Director for Corporate Services and S151 Officer	March 2024	The positioning of Insurance has been considered and it is seen as the best fit is to remain as a separate team reporting to the Chief Internal Auditor.
27 November 2023	Item 5: Internal Audit Mid Year Progress Report 2023/2024	Clearer definitions of the recommendation ratings to be provided to the Committee.	Steve Crabtree, Chief Internal Auditor	January 2024	<p>Definitions in relation to recommendations are annually reviewed and reflected in the IA Charter.</p> <p>The Charter also forms part of the PSIAS assessment.</p>

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