

Action Tracker 2024/25

Appendix C

Actions arising from the meeting on 3 rd April 2025				
No	Action	Related Item	Responsible Officer(s)	Status/response
1.	Camden Management Team to be notified that the Committee has raised communication within the Council as a possible area of risk	Principal Risk Update	Head of Internal Audit, Investigations and Risk Management	In progress as at 29/4
2.	Further detail to be provided to Members of the Committee on preparation taking place for the forthcoming inspection by the Housing Regulator	Principal Risk Update	Director of Finance	
3.	Principal Risk Deep Dive report on delivering net zero carbon and improving climate resilience to be submitted to the November meeting	Principal Risk Update	Executive Director Supporting Communities	Added to work plan
4.	Informal briefing to be set up for Members of the Committee on progress made since the audit of damp and mould.	Internal Audit Follow Up Update 2024-25	Head of Internal Audit, Investigations and Risk Management	Officers from the relevant service are attending the July meeting of the Committee to answer questions. Informal briefing to be set up afterwards, if still required.
5.	Proposals for the annual review of the Committee's effectiveness to be circulated to Members of the Committee	Work and Training Plan and Action Tracker	Director of Finance	Survey circulated 30 th April 2025
Actions arising from the meeting on 20 th February 2025				
No	Action	Related Item	Responsible Officer(s)	Status/response
6.	A link to the LGBT framework to be circulated to members	Risk Deep Dive- Adult Safeguarding	Director of Adult Social Care Operations	Link to the LGBTQ framework https://www.skillsforcare.org.uk/Developing-your-workforce/Care-topics/Equality-diversity-and-inclusivity/LGBTQ-learning-framework.aspx
7.	To add Borough Solicitor's notes to the report going to Council to provide clarity	Changes to the Constitution.	Borough Solicitor	Done

	on what was meant by terms used in the report.			
8.	To amend Band 7 on page 51 of the report in line with amendments in the Constitution to include Associate Cabinet Members with Cabinet Advisers.	Members Allowance Scheme	Head of Member Support	Done
9.	The implications of the implementation of IFRS16 to be included in the Accounting Policies for 2024/25 and taken to the next meeting of the Committee.	Statement of Accounts 2023/24	Chief Accountant.	Done

Actions arising from the meeting on 5th December 2024

No	Action	Related Item	Responsible Officer(s)	Status/response
10.	Further update report on follow up on audits which had resulted in limited assurance and/or where there had only been limited or moderate progress.	Internal Audit Interim Report 2024-25	Head of Internal Audit, Investigations and Risk Management	Scheduled for April 2025
11.	Thought to be given to whether there should be mandatory risk training in order to ensure that more junior officers had an understanding of the Council's risk management framework.	Principal Risk Report 2024	Head of Internal Audit, Investigations and Risk Management	Under consideration
12.	Next two risk deep dives to be Increasing Homelessness and Complaints in Housing Repairs	Principal Risk Report 2024	Exec Director Supporting Communities/Exec Director Corporate Services	Added to work plan
13.	Info requested on whether Camden was the best in London in respect of reducing the gap between the lowest and highest paid employees.	Annual Reward and Terms and Conditions Update	Reward and HRMI Manager	Emailed to members on 23 rd June 2025
14.	Consider carrying out a review of the list of politically restricted posts	Annual Reward and Terms and Conditions Update	Head of Legal Services	

Actions arising from the meeting on 26th September 2024

No	Action	Related Item	Responsible Officer(s)	Status/response
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15.	Officers to provide further analysis to explain that large swings in valuations of property within the Housing Revenue Account between 2020/21 and 2022/23.	Draft Statement of Accounts and AGS 2022/23	Chief Accountant/Director of Finance	Addressed in 2c. Camden Summary Accounts 22-23.pdf on agenda for Audit and Corporate Governance Committee meeting of 5 th December 2024
16.	Officers to provide further analysis of the significant rise in rent arrears between March 2021 and March 2022.	Draft Statement of Accounts and AGS 2022/23	Chief Accountant/Director of Finance	Addressed in 2c. Camden Summary Accounts 22-23.pdf on agenda for Audit and Corporate Governance Committee meeting of 5 th December 2024
17.	Officers to undertake some modelling around the ongoing impact of the cost of living crisis on debt levels and provide an update to members of the Committee.	Draft Statement of Accounts and AGS 2022/23	Chief Accountant/Director of Finance	Addressed in 2c. Camden Summary Accounts 22-23.pdf on agenda for Audit and Corporate Governance Committee meeting of 5 th December 2024
18.	Future sets of accounts to be accompanied by short presentation pulling out key points	Draft Statement of Accounts and AGS 2022/23	Chief Accountant/Director of Finance	Addressed in 2c. Camden Summary Accounts 22-23.pdf on agenda for Audit and Corporate Governance Committee meeting of 5 th December 2024

Actions arising from the meeting on 18th July 2024

No	Action	Related Item	Responsible Officer(s)	Status/response
19.	Information regarding total number of audits carried out, and percentage of these that resulted in high priority recs, to be included in next year's report.	Internal Audit Annual Report 2023-24	Head of Internal Audit, Investigations and Risk Management	This information will be included in next year's report.
20.	Information to be supplied to Members about the number of referrals made to the Housing Investigations Team.	2023/24 Annual Counter Fraud Report	Landlord Services Manager	The Housing Investigations Team (HIT) received 549 referrals in 2023-24. The team check applications to buy a council home or to succeed to a council tenancy to make sure the applicant is eligible. Referrals do not therefore all reflect suspected tenancy fraud although the checks carried out may uncover it.
21.	More detail about control enhancements recommended by the AFIT during the course of its investigations to be included in the next report.	2023/24 Annual Counter Fraud Report	Head of Internal Audit, Investigations and Risk Management	This will be included in next year's report.

22.	Breakdown of directorates in which 34 referrals re allegations of fraud or malpractice by Council officers took place.	2023/24 Annual Counter Fraud Report	Head of Internal Audit, Investigations and Risk Management	Directorate	1st April 2023 to 31st March 2024
				Supporting Communities	18
				Adults and Health Children and Learning	4 (all Adult)
				Corporate Services	12
				Total	34
23.	Schedule Camden Living Financial Statements for earlier in the 2025/6 municipal year if possible.	Camden Living Financial Statements 2022/23	Director of Finance	<p>Having reviewed the audit planning schedule we propose the following timetable for reporting of the audited CL Financial Statements for 2023-24:</p> <ul style="list-style-type: none"> - The financial year for CL ends in runs from April through to March each year. During April to June 2024 the final accounting entries are posted and the accounts prepared with the audit scheduled to commence by September 2024. - Upon conclusion of the audit around December 2024, the accounts for 2023-24 are certified and filed with Companies House. - Therefore the earliest this can come to the committee for review is the meeting scheduled for 27 February 2025. <p>This outline timetable will be incorporated into the work plan for 2024-25 and for future years.</p>	
24.	Check whether Camden Living's operations fall under the remit of the Housing Scrutiny Committee.	Camden Living Financial Statements 2022/23	Director of Finance	<p>Having checked part 3 of the Constitution which sets out the responsibilities for council committees, it is the opinion of the Director of Finance that oversight of the operations of CL</p>	

				are within the remit of the Housing Scrutiny Committee. The role of the Audit & Corporate Governance Committee centres around assurance on the governance arrangements for our significant partnerships and collaborations and responsibility for considering any issues, should there be any, arising from the annual accounts.
25.	Draft training programme for Committee Members	Review of the Committee's Effectiveness/Work and Training Plan and Action Tracker	Director of Finance/Committee Services Manager	Done