

GOVERNANCE AND AUDIT COMMITTEE – ACTION SHEETPresented Wednesday 27th September 2023

25 th January 2023				
Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
57.	Drury Primary School - Finance Management follow-up	To advise the Committee when the final outstanding action has been completed.	L Brownbill	The action currently remains open. Committee will be notified once this has been closed.

22 nd March 2023				
Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
62.	External Regulation Assurance	That a reminder is sent to services that progress reports on action plans should be apolitical; and	L Brownbill	This has been included within the Performance Leads agenda.
62.	External Regulation Assurance	That the external reporting protocol be reviewed to clarify responsibilities for monitoring progress against action plans after submission to Cabinet and Overview & Scrutiny.	L Brownbill	This is in the process of being developed to align with the new planning, performance and risk management system.

62.	External Regulation Assurance	To liaise with the service on the 'Welsh Labor Government' wording on p.2 of the summary document.	L Brownbill	This has been included within the performance leads agenda.
67.	IA Strategic Plan	To share with the Ctte the report on the investigation into the Cabinet meeting in Feb when available.	G Owens	This will be shared once the investigation report has been finalised.

14th June 2023

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
6.	AW review of Commissioning Older People's Care Home Placements	To share a follow-up report on progress with actions at a later stage.	J Davies	This will be provided to members when available.
9	Annual Audit Summary	To review the AW report on 'A Missed Opportunity - Social Enterprises' and liaise with officers with a view to including on the Audit Plan.	L Brownbill	This will be picked up and reviewed at the relevant Portfolio DMT meeting
10	Risk Management Update	To agree criteria for inviting Chief Officers to address the Committee on their risks as part of the process.	L Brownbill	This is currently in the process of being developed and will form part of the revised RM Framework
12	IA Annual Report	To include a note on the assessment of red actions	L Brownbill	This will be included for future reports

13	IA Progress Report	To update the Committee on progress with medium overdue actions in Payroll.	L Brownbill	This is included within the progress report for actions outstanding.
13	IA Progress Report	To share a summary of outcomes on investigations 2.1 & 2.2 in closed session on completion of those reviews as requested by Cllr Parkhurst. To share information on completed investigations in private session where requested, i.e. after meetings have ended.	L Brownbill	Report provided to Governance and Audit Committee in closed session in November 2023.

27th September 2023

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
31	Audit Wales Plan 2023	To schedule the recent Audit Wales report on Assurance and Risk Report (ARR) for Nov/Jan following consideration by Cabinet and Climate Change Ctte.	L Brownbill	This has been included within the Governance and Audit Committee FWP for January 2024
33	IA Progress Report	That the Housing service share a report on progress with outstanding actions relating to the audit on Maes Gwern Contractual Arrangements; and	L Brownbill	A separate report will be presented to Governance and Audit Committee in November 2023.
33	IA Progress Report	That an item on the current status of overdue actions under Housing & Communities and	L Brownbill	A separate report will be presented to Governance and Audit Committee in November 2023.

		Streetscene & Transportation be shared at the next meeting.		
33	IA Progress Report	To clarify reference to developing a homelessness plan under SARTH action ref 3010.	L Brownbill	This will be responded to within the separate report to Governance and Audit Committee in November 2023.
34	Action Tracking	To share with the Ctte a response to Cllr Parkhurst's query on whether there is a process to identify missing artefacts from the Archives, including financial implications.	L Brownbill	A response was emailed to members on the 19 th September 2023.
34	Action Tracking	To arrange a private discussion with Cllr Parkhurst to resolve concerns about transparency of officers' interests.	G Owens / G Ferguson	A meeting took place between officers and Cllr Parkhurst on the 11 th October 2023
35	FWP	Statement of Accounts to be moved to April 2024.	L Brownbill	This item has been moved to April within the forward work programme
35	FWP	Meeting between the Leader, GAC Chair & Vice-Chair to be arranged.	L Brownbill	A meeting was arranged and took place between the Council Leader and Chair and Vice Chair of the GAC on 10 October 2023 These will be held quarterly going forward