

Corporate Governance Panel Minutes

30th April 2021

Attendees: Cllr Eluned Stenner\Deb Gronow\Rob Tranter\Liz Lucas (part meeting)\Steve Harris\Sue Richards

Chair: Richard Edmunds (Ed)

1. Apologies

Cllr Margaret Sargent

2. Minutes of Last Meeting

The minutes of the last meeting held on 23rd March 2021 were approved.

3. Progress on actions noted from the last meeting

SH advised that the actions from the last meeting have informed the agenda.

4. 20/21 AGS – Directorate Checklists – themes/common issues

Social Services and Communities AGS checklists complete. Education and Corporate Services checklist almost complete. Directors Statements to be signed off in next couple of weeks.

Ed advised that references to cyber resilience within the statements may need to be strengthened (as advised previously by LL).

SR raised the issue of risk from security of data due to agile working and also the speed that the Council moved to agile working.

SH commented on the impact the new Local Government and Elections Act would have on the Council and anticipated some references to this within the Statement

DG advised that schools will not have assessments sent out until July due to current workload and would be given an extended period of time for completion (September). Plan is to send to a set amount of schools every month with a view to getting all complete by end of year. DG advised that as no transactional decisions have been taken by schools due to lockdown minimal balancing of risks and benefits would need to be undertaken.

Common themes emerging were mainly in relation to Covid, Impact on Service Delivery and post Covid Recovery over the medium term.

5. 20/21 AGS – to consider need for expert panel input

The Panel agreed that there was no requirement to convene a separate Expert Panel to consider the checklists as the relevant expertise already exists on the Governance Panel.

6. AGS Document Template

The Panel considered the four examples that were provided. However, due to the serious nature of the AGS it was agreed that only a flowchart/diagram be added which showed the process for completing the AGS and highlighted the key issues.

Panel members agreed to update their parts of the AGS prior to the meeting on 26th May 2021 in order to sign off ahead of the Audit Committee.

RT raised the issue that if these documents were made glossier and included more graphics then it could cause problems from an accessibility perspective.

Next Audit Committee scheduled for 8th June 2021.

Action: Panel need to sign off document 3 weeks in advance of the Audit Committee. Meeting arranged for 26th May 2021. Need to agree areas of improvement and firm up wording from last year.

7. Update on External Audit Governance Review and Draft Report

Ed gave an update on the background to this matter and advised that pre-Covid a self-evaluation exercise was being undertaken in conjunction with Audit Wales. However, Audit Wales recognise that the Council is now in a vastly different place and it would be of little benefit to complete this piece of work. Instead Audit Wales compiled a report outlining matters for consideration by CCBC. Upon receipt of this report a number of changes were agreed by the Council and signed off, however, the final version of the document is still yet to be received.

Ed advised that overall he was quite pleased with the findings of the Audit Wales report and the recognition that our current governance arrangements have strengthened over time.

Audit Wales to present this report to the Audit Committee on 8th June 2021.

8. Any Other Business

No matters raised.

9. Date of Next Meeting

26th May 2021 – 4pm-5pm