



**NOTICE OF THE GOVERNANCE AND AUDIT COMMITTEE DECISIONS FROM THE MEETING HELD  
ON 8th JUNE 2021 AT 2.00 PM**

## CAERPHILLY COUNTY BOROUGH COUNCIL

### NOTICE OF THE DECISIONS FROM THE GOVERNANCE AND AUDIT COMMITTEE MEETING HELD VIA MICROSOFT TEAMS ON TUESDAY 8<sup>TH</sup> JUNE 2021 AT 2.00 P.M.

#### PRESENT:

Councillors: E. Aldworth, J. Gale, C. Mann, B. Miles, T. Parry, J. Ridgewell, M. Sargent (Chair), G. Simmonds, J. Simmonds and N. Yates – Lay Member (Vice-Chair)

Officers: S. Harris (Head of Financial Services & S151 Officer), D. Gronow (Acting Internal Audit Manager), R. Roberts (Business Improvement Manager) and L. Lane (Head of Democratic Services and Deputy Monitoring Officer)

G. Jones (Audit Wales)

#### APOLOGIES:

Councillors M.A. Adams, D.T. Hardacre, E. Stenner, together with R. Edmunds (Corporate Director) and S. Richards (Head of Education Planning and Strategy)

The decisions and declarations of interest are set out below. For further details please refer to the relevant report.

ITEM	SUBJECT	DECISION	VOTE
1.	To appoint a Chair and Vice Chair of the Governance and Audit Committee for the ensuing year.	RESOLVED that Councillor M. Sargent be appointed as Chair for the ensuing year and N. Yates – Lay Member be appointed as Vice-Chair for the ensuing year.	Unanimous
2.	Apologies for absence	As recorded above	N/A
3.	Declarations of Interest	There were no declarations received.	N/A
4.	Minutes of the Governance and Audit Committee held on 20 <sup>th</sup> April 2021.	<p>During consideration of the minutes, the number of items on the agenda was discussed, and by a show of hands up, it was RESOLVED that a maximum of 4 reports, plus the Update from Audit Wales as a standing item, be scheduled for future meetings and that any information reports for the Committee be published and circulated as a separate information pack</p> <p>It was moved and seconded that the minutes be approved as a correct record and by way of Microsoft Forms and verbal confirmation this was unanimously agreed.</p>	<p>Unanimous</p> <p>9 For 0 Against 1 Abstention</p>

		RESOLVED that the minutes of the meeting be approved as a correct record.	
5.	Governance and Audit Committee Forward Work Programme	Subject to the aforementioned changes regarding the maximum number of agenda items for future meetings, and with it being agreed that the CCBC Anti-Fraud Strategy be moved to the October meeting, this was agreed by a show of hands and it was RESOLVED that the Forward Work Programme be approved	Unanimous
6.	Update from Audit Wales	Report noted.	N/A
7.	Update on Tracking of Agreed Audit Report Recommendations	RESOLVED that:-  i) the implementation of the Pentana MK system, and the reporting of progress on agreed recommendations that this will facilitate, be noted  ii) the reporting of recommendations and the tracking of progress be reported to the Governance and Audit Committee on a 6-monthly basis	10 For 0 Against 0 Abstentions
8.	CCBC Response to 'Raising our Game – Tackling Fraud in Wales'.	RESOLVED that the Caerphilly responses to the report and the future actions that may be needed, be noted	9 For 0 Against 0 Abstentions
9.	Annual Internal Audit Report 2020/21	RESOLVED that the content of the report and the Internal Audit opinion for the 2020/21 financial year be noted	9 For 0 Against 0 Abstentions
10.	Draft Annual Governance Statement 2020/21	RESOLVED that the content of the Draft Annual Governance Statement for 2020/21 be approved	9 For 0 Against 0 Abstentions
15.	Annual Review of Complaints Received under the Council's Corporate Complaints Policy 1 <sup>st</sup> April 2020 to 31 <sup>st</sup> March 2021. <b>(Information item called forward for discussion)</b>	Having discussed avenues for improving the complaints reporting process, the Committee noted the contents of the report.	N/A

**The following information items had not been called forward for discussion at the meeting:**

11.	Regulation of Investigatory Powers Act 2000.	Reports noted.	N/A
12.	Officers declarations of Gifts and Hospitality January to March 2021.		
13.	Register of Employees Interests Forms 2020/21.		
14.	Corporate Governance Panel Minutes.		

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