

**CORPORATE GOVERNANCE PANEL MINUTES
5TH JUNE 2013
Room 4.3 2.00 p.m.**

Attendees: Cllr Forehead, Nicole Scammell, Colin Jones, Gail Williams, Phil Evans, Richard Harris

1. Apologies were received from Dan Perkins.
2. The minutes of the meeting on 3rd May were reviewed and agreed. CJ brought to the panel's attention the fact that following the Audit Committee on the 14th May, the planned Local Government Measure training presentation has been replaced by a presentation on Results Based Accountability.
3. The panel reviewed the summarised list of checklist responses. Discussion took place around the operational nature of some of the issues being raised and also the interconnectivity with the risk management process and it was agreed that as part of the governance improvement work that is underway this link would have to be fully explored. The main issues identified were around the current developments in respect of the EAS arrangement (especially the developing Torfaen position) and the panel asked RH to confirm with Education that they are monitoring developments. CJ also raised the possibility of future problems with the replacement of Ffynnon but confirmed he is monitoring the situation.
4. The overview checklists were reviewed and some of the panel members gave updates on events that had occurred since the submission of their comments. NS raised the fact that the financial settlement from WG had significantly worsened and treasury management risks were remaining high. Additionally, robust business cases will now be required before proceeding with the development of any collaborative arrangement. It was also agreed that reference to employee surveillance would need to be included in the employee terms and conditions in future. The H&S and ICT overview responses had been provided to the panel members as they were more comprehensive than the majority and each point was discussed.
5. The SIRO information was noted and acknowledged as now being part of the corporate governance process.
6. The internal audit report on the work undertaken to assist the housing benefit section was noted.
7. As a follow on from the previous meeting further consideration was given to the two issues identified in the previous years AGS and a drafted form of wording was agreed for inclusion in the final AGS that acknowledges the progress made on both issues and effectively downgrades them both from the main findings of this years review process. The narrative updates to the draft AGS were reviewed and discussed and resulted in some wording changes however the overall conclusion of the review was agreed in that the overall improvement of the Authority's corporate governance arrangements in line with the recommendations set out in the public interest report would be the priority for the coming period.
8. RH confirmed that the draft new Terms of Reference for the panel to consider had not been ready but should be ok for the next meeting of the panel.