

MINUTES

CORPORATE GOVERNANCE PANEL

Held on Tuesday 2nd April 2019 in the Sirhowy Room
Penallta House

Panel members present

S Harris (SH), N Scammell (NS), R Tranter (RT) , Liz Lucas (LL) and Richard Harris (RH)

1. APOLOGIES

Apologies were received from E. Edmunds and Councillor B Jones

2. MINUTES

The minutes of the meeting held on the 24th September were agreed as a correct record

3. PROGRESS ON 2017/2018 AGS MATTERS ARISING

RH introduced to the panel an action plan format which had previously been discussed for use monitoring the AFI's identified in the previous years AGS review process. The progress made for each of the AFI's was discussed and it was agreed that panel members (RT,SH & LL) would provide RH with a narrative to bring the action plan up to date.

4. 2018/19 CHECKLISTS PROGRESS UPDATE

RH introduced a summary of the checklists received and discussion took place around the issues being highlighted (the full checklists had also been provided to each member of the panel). In order to provide clarity RH reminded the panel that the checklists tended to raise operational issues as well as providing statements of future actions. Panel members should look for themes or common issues as a means of determining whether there are underlying governance issues that need to be considered.

RH stated that 4 checklists were outstanding and were being chased up. In respect of the schools checklists 63 had been received out of a total of 86 the remainder were being chased by education finance.

5. AUDIT COMMITTEE FORWARD WORK PROGRAMME

Some amendments to the FWP were discussed and agreed . For the April meeting the PSIAS action plan report would be pushed back to the June meeting, RH would aim to get the Audit Charter report finalised for the April meeting and the New corporate governance code and ToR for the AGS review panel would be added to the June Committee.

6.AOB

RH confirmed that the expert group were due to meet at 2.00 that afternoon. The panel members present queried whether they were required to attend as they had been invited, it was agreed that there was no need to attend.

RH informed the panel that the Assurance Framework would need to be changed to reflect the changes made to the panel membership. It was agreed for RH to look at this and report back.

9. FUTURE MEETING DATES

The next meeting was confirmed as 7th May 2019