

# Corporate Governance Panel Minutes

## 13<sup>th</sup> June 2023

**Attendees:** Steve Harris/Deb Gronow/Rob Tranter/Liz Lucas/Sue Richards/Cllr Stenner/Nigel Yates

**Chair:** Steve Harris

### 1. Apologies

Apologies were received from Richard (Ed) Edmunds, Sue Richards, and Nigel Yates. Noted that Nigel Yates was trying to connect to the meeting but was unable to do so as he kept receiving a message that he was 'waiting in the lobby'. DG to look into this matter in order that Mr Yates can join the next meeting without any problems.

### 2. Minutes of Last Meeting

The minutes of the last meeting held on 14<sup>th</sup> March 2023 were discussed. SH to look at progress on actions and SH to then meet with Ed to discuss.

Financial Regulations Review – Report to be presented to the Governance & Audit Committee in September 2023. DG to speak to IE (Procurement) in relation to Standing Orders. LL queried whether there is a need to look at thresholds due to the Cost-of-Living crisis.

RT advised that Financial Regulations and Standing Orders should be treated separately and that they would both need to go to Council as changes would be required to the Constitution.

**Action: DG to liaise with LL/IE around any possible changes to Standing Orders.**

### 3. Update on Draft Annual Governance Statement (AGS) 2022/23 contributions and comments received/outstanding

DG advised that all information has been received and that she was in the process of pulling it together with a view to the document being issued for wider consultation.

**Action: DG to issue document.**

**4. Progress on issue(s) raised in Annual Governance Statement (AGS) 2021/22**

DG in process of collating responses. DG needs to clarify one or two things however the document is coming together in order for Ed and SH to review prior to issuing for wider consultation.

LL had some concerns that the document seemed to be outdated in its current format and needs updating. This is a difficult document to read and needs refreshing. SH will review and update. SH will circulate clean draft for comments.

SH stated that we need to get the balance right in order that it is fit for purpose and also complies with the requirements of Audit Wales. DG to look at 2023/24 document and formats that other LA's use in order to make it a more readable document.

**Action: Need to look at refreshing document and look at what other LA's are doing. To be undertaken in Autumn with a Panel session in January to discuss.**

**5. Issue(s) for inclusion/areas for improvement in Annual Governance Statement (AGS) 2022/23 – risks identified, horizon scanning etc**

SH to look at and draw out any issues and may need to have individual discussions with officers.

**Action: SH to review documentation and contact officers individually if required.**

**6. AOB**

RT queried in Mr Yates absence whether the meeting was quorate. SH confirmed that the Group was established in order to formalise governance arrangements in the Authority and was quorate.

DG queried the self-assessment training and support for members of the Governance & Audit Committee. DG advised that WLGA and CIPFA could provide support. SH advised that this was a matter that could be discussed outside of this meeting with himself and Ed.

**7. Date of Next Meeting - TBC**