

GOVERNANCE AND AUDIT COMMITTEE

Decision Notice – Hybrid Meeting, 17th June, 2024..

The Committee agenda is available [here](#).

The recording of the meeting is available [here](#).

Present: G. Chapman (Chair and Lay Member); N. Ireland (Vice-Chair and Lay Member); Councillors P. Drake, E. Goodjohn, M.J. Hooper, J.M. Norman, J. Protheroe and N.J. Wood; and M. Evans (Lay Member)

Also present: Councillor E. Williams (Cabinet Member for Social Care and Health).

AGENDA ITEM 2. MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 20th May, 2024 be approved as a correct record.

AGENDA ITEM 3. DECLARATIONS OF INTEREST –

No declarations of interest were received.

AGENDA ITEM 4. USE OF PERFORMANCE INFORMATION: SERVICE USER PERSPECTIVE AND OUTCOMES – VALE OF GLAMORGAN COUNCIL (REF) –

RESOLVED –

(1) T H A T the findings arising from the Review of the Council's Use of Performance Information: Service User Perspective and Outcomes (attached at Appendix A to the report) and the response to the review findings and Audit Wales' recommendations (attached at Appendix B to the report), be noted.

(2) T H A T the comments of the Governance and Audit Committee be referred to Cabinet. The comments relating to:

- That in terms of public engagement for the Council to carry out more detailed insights of responses received in order to better understand issues being raised by residents.
- For the Council to consider bringing together information from other reports and Council activities such as Corporate Complaints and complaints to Councillors which is a source of information that would be useful in order to understand the views and experiences of residents.

- For the Scrutiny Committees to have a greater role in terms of identifying ways to improve the Council's performance and services.
- For the Council to reflect on how public engagement and consultation is carried out by each individual Council department to ensure there are the same standards and level of engagement.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) In order to advise Cabinet of the views of the Governance and Audit Committee.

AGENDA ITEM 5. DEVELOPMENT OF THE CORPORATE PLAN 2025-2030, PANEL PERFORMANCE ASSESSMENT AND ANNUAL PERFORMANCE CALENDAR 2024/25 (REF) –

RESOLVED – T H A T the views of the Governance and Audit Committee be referred to Cabinet. The views being:

- For the role of Scrutiny to be highlighted in terms of developing a new Corporate Plan, in particular the arrangements for assessing performance against the Plan.
- For Project Zero to be a central part of the new Corporate Plan.
- The need to have specific targets which could be easily assessed as being a success or failure.
- For there to be engagement activity with Elected Members around the development of the new Corporate Plan.
- For the targets and objectives to reflect the Council's budget position and the fact that the Council's budgets are set on a year by year basis.
- For the Council's corporate risks to be considered as part of developing the new Corporate Plan.
- As the 2030 net zero targets were not very far away, the Corporate Plan needed to be agile enough so that it allowed the Council flexibility and was not too prescriptive in terms of how objectives were achieved.

Reason for decision

In order to advise Cabinet of the views of the Governance and Audit Committee.

AGENDA ITEM 6. Q4 UPDATE: AUDIT WALES WORK PROGRAMME TIMETABLE 2023/24 – VALE OF GLAMORGAN COUNCIL (DCR) -

RESOLVED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T the report be referred to Cabinet for its oversight.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) To enable Cabinet's oversight of the Audit programme.

AGENDA ITEM 7. ANNUAL INTERNAL AUDIT REPORT 2023/24 (HRIAS) –

RESOLVED –

(1) T H A T the Annual Internal Audit Report for 2023/24 financial year including the Head of Internal Audit's Annual Opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and internal control, be noted.

(2) T H A T the relevant Directors/Heads of Service provide an update report to the next meeting of the Governance and Audit Committee relating to the following areas:

- Payment card industries – data security standards (PCI-DSS)
- Appointee and deputy services
- Libraries and digital equipment
- Officers Code of Conduct
- Adult Placements (shared lives)
- Corporate Safeguarding – Governance, training and DBS awareness.

(3) T H A T the Council's Strategic Leadership Team be made aware of those department's/service areas that had not provided a response to the Internal Audit Service's client satisfaction questionnaire.

Reason for decisions

(1-3) Having regard to the contents of the report and discussions at the meeting.

AGENDA ITEM 8. REGIONAL INTERNAL AUDIT SHARED SERVICE CHARTER 2024-25 (HRIAS) –

RESOLVED – T H A T the Regional Internal Audit Shared Service Charter for 2024-25, as attached at Appendix A to the report, be noted and approved.

Reason for decision

Having regard to the contents of the report and discussions at the meeting.

AGENDA ITEM 9. INTERNAL AUDIT STRATEGY AND RISK BASED PLAN
2024/25 (HRIAS) –

RESOLVED – T H A T the draft Internal Audit Strategy (attached at Appendix A to the report) and the draft Risk Based Audit Plan for 2024/25 (attached at Appendix B to the report), be noted and approved, subject to the inclusion of further summary information relating to limited assurance reports and for the Council's Strategic Leadership Team to consider which audits required prioritisation for 2024/25.

Reason for decision

Having regard to the contents of the report and discussions at the meeting.

AGENDA ITEM 10. UPDATED FORWARD WORK PROGRAMME (HRIAS) –

RESOLVED –

- (1) T H A T the Forward Work Programme be noted.
- (2) T H A T the schedule of items for the next meeting on 18th July, 2024 be endorsed subject to the inclusion of an update report from the Directors/Heads of Service to the Limited Assurance Reports as referred to under Agenda Item 7 – Annual Internal Audit Report 2023/24 and for the Cardiff Region City Deal Accounts to be presented to the Governance and Audit Committee as soon as they are available.

Reason for decisions

(1&2) Having regard to the contents of the report and discussions at the meeting.