

Minutes of the Corporate Governance Group

20th September, 2020

2.00pm – 3.00 pm

Teams Meeting

Present:

Cllr. David Jenkins (DJ)	Executive Board Member (Resources) (Chair)
Cllr. Mair Stephens (MS)	Executive Board Member (HR)
Chris Moore (CM)	Director of Corporate Services
Helen Pugh (HP)	Head of Revenues and Financial Compliance
Linda Rees Jones (LRJ)	Head of Administration and Law
Gwyneth Ayers (GA)	Corporate Policy & Partnership Manager
Nia Hughes (NH)	Business Support Supervisor (Support)

Apologies:

Cllr. Tina Higgins (TH)	Councillor
Randell Hemingway (RH)	Head of Financial Services
Paul Thomas (PT)	Assistant Chief Executive
Alison Wood (AW)	People Services Manager
Noelwyn Daniel (ND)	Head of ICT

Item No	Discussion / Action	Responsible Officer
1.	Apologies As noted above.	
2.	Minutes of Last Meeting dated 11th February, 2020 – Accuracy / Matters Arising The following had been raised :- <ul style="list-style-type: none">• Matters Arising<ol style="list-style-type: none">1. Item No.3 – AGS<ul style="list-style-type: none">➤ An extra paragraph relating to COVID was added.➤ No comments were received from Audit Wales.2. Item No. 4 - Corporate Strategy Update<ul style="list-style-type: none">➤ At a recent Audit Committee, it was acknowledged that there was a need for an informal training session outlining the arrangements and responsibilities for the 3 companies.	

	<p>Training will now take place before the end of 2020.</p> <p>➤ Governance to be ascertained.</p> <p>3. <u>Item No. 5 – Governance</u></p> <p>➤ Process has started but hasn't been completed. This needs to be discussed with Audit Wales.</p> <p>Following the amendment and updates, it was AGREED that the minutes were a correct record.</p>	<p>HLP</p> <p>HLP</p> <p>HLP</p>
3.	<p><u>AGS</u></p> <p>The document was approved by the Audit Committee on the 11th September 2020.</p> <p>An additional paragraph has been added to page 25 and has gone to Audit Committee.</p> <p>The Corporate Governance Group made all the relevant amendments to the document.</p>	<p>HLP</p>
4.	<p><u>AGS – Update on Actions</u></p> <p>FPR - going to Audit Committee.</p> <p>GDPR – we need to keep a track on any ongoing changes to this due to Covid-19.</p>	<p>HLP</p> <p>HLP</p>
5.	<p><u>Annual Report 2019/20 – Building a Better Council</u></p> <p>The Annual Report goes to PEB on the 21st of September 2020. GA stated that the report will be slightly different this year due to Covid-19.</p> <p>The comparison with other Counties will not be included as National Indicators were not used this year from the Welsh Assembly. GA stated that an indication has been given regarding how CCC are performing but are unable to compare to other authorities.</p>	<p>GA</p>
6.	<p><u>Information Governance – Update</u></p> <p>GA confirmed that there was no update as no meetings have taken place.</p>	<p>GA</p>
7.	<p><u>CRWG – Update</u></p> <p>LRJ attended CRWG on the 4th August.</p> <p>A discussion took place on Executive Board Members leading Scrutiny Committees with the assistance of officers.</p>	<p>LRJ</p>

	HLP questioned if Audit Committees would still be officer led. LRJ confirmed that only Scrutiny Committees would be led by EBM's. LRJ stated that the Democratic Services Unit been carrying out work on the portfolio of the Scrutiny Committees.	
8.	<p><u>City Deal Governance Arrangements</u></p> <p>The group agreed that City Deal Governance will be taken off the agenda as a standing item going forward. "Monitoring outputs of CCC led projects" will be added as a new agenda item.</p>	ALL
9.	<p><u>Any Other Business</u></p> <p>Cllr Mair Stephens asked that papers for this group be circulated 7 working days before the meeting.</p>	

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