

Minutes of the Corporate Governance Group

16th February, 2021

2.00pm – 3:10pm

Teams Meeting

Present:

Cllr. David Jenkins (DJ)	Executive Board Member (Resources) (Chair)
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
Noelwyn Daniel (ND)	Head of ICT
Gwyneth Ayers (GA)	Corporate Policy & Partnership Manager
Ruth Morgan (RM)	Senior Administrative Officer

Apologies:

Cllr. Mair Stephens (MS)	Executive Board Member (HR)
Paul Thomas (PT)	Assistant Chief Executive
Randal Hemingway (RH)	Head of Financial Services
Alison Wood (AW)	People Services Manager
Cllr. Tina Higgins (TH)	Councillor

Item No.	Discussion / Action	Responsible Officer
1.	<u>Apologies</u> As noted above.	RM
2.	<u>Minutes of Last Meeting dated 4th December, 2020 – Accuracy / Matters Arising</u> It was AGREED that the Minutes were a correct record.	All
3.	<u>Updated Code of Corporate Governance</u> After a final scrutiny of the document, group members were happy for the document to be submitted to CMT. However, HLP to liaise with members who were absent during today's meeting, in order to seek their updates/comments, if any, prior to submitting the document through the path of ie. CMT, PEB, Executive Board and approval by Audit Committee. It was suggested, once approved by Audit Committee the document could be circulated through the Authority's different platforms in order to promote / raise awareness etc..	HP

4.	<p><u>AGS – Update on Actions</u></p> <p>A group discussion had been carried out in terms of reviewing / updating the current Actions and HLP updated the AGS master template accordingly.</p> <p>It was AGREED, a supplementary meeting be arranged to update and finalise the draft AGS. However, HLP to obtain Paul Thomas and Alison Wood’s Action updates prior to the additional AGS meeting.</p> <p>RM to arrange a convenient date to finalise the draft.</p>	<p>HP</p> <p>RM</p>
5.	<p><u>Corporate Strategy: Building a Better Council</u></p> <p>GA and ND notified the forum as follows :-</p> <ul style="list-style-type: none"> • Corporate Strategy was currently going through the review process. • Following a review of the objectives, there were now 13 wellbeing objectives as oppose to the previous 15. • PEB has had sight of the document and currently working it’s way through the Scrutiny Committee process, over the next few weeks. • Departmental Business Plans would proceed to the various Scrutiny Committees (ie. not for this cycle but during the following cycle). • Wellbeing Objective 10 (more than 1 Executive Board Member) – In moving forward, possibility of reviewing the objective after the 1st cycle (ie. in order to specify which part(s) of the objective the Executive Board Members were responsible for. 	
6.	<p><u>Information Governance – Update</u></p> <p>ND confirmed, the group had not met to date and a meeting was scheduled for the following week.</p> <p>ND explained, 1 of the topics to be discussed during the meeting would be the number of human error data breaches that the division had experienced over the previous year within Communities and Children Services. Feedback of the discussion to be provided in the next Corporate Governance meeting in May.</p>	<p>ND</p>
7.	<p><u>Draft statutory guidance – Performance and governance of principal councils (Local Government and Elections Bill (Wales) on chapter 6) - Update</u></p> <p>GA provided an overview as follows :-</p>	

	<ul style="list-style-type: none"> • Consultation – The Local Authority’s response had been submitted during February and to date no response had been received from Welsh Government. • Panel Assessments – Effective from, after the Local Government Election and the panel would comprise of :- <ul style="list-style-type: none"> - Independent Chair - Senior Executive Board Member - Senior Officer (CMT) - 2 Independent Members • Improvement Officer - WLGA have appointed namely Rod Allcott as an Improvement Officer (a former Auditor) in order to support organisations. 	
8.	<p><u>Regulations to establish Corporate Joint Committees (CJCs) – Update</u></p> <p>The following proposed updates had been raised as follows:-</p> <ul style="list-style-type: none"> • During a previous Heads of Policy meeting, attention had been drawn to the current White Paper Consultation for Social Services which referred to potentially adding Social Services to the Corporate Joint Committees. • In terms of implementing, possibility of being pushed back to 2022. 	
9.	<p><u>CRWG – Update</u></p> <p>LRJ confirmed, a CRWG meeting had not taken place but explained, focus was now in having a CRWG meeting to look at the changes that was required to the constitution for the AGM (ie. to reflect the new Act). LRJ to provide an update in the next Corporate Governance meeting in May.</p>	LRJ
10.	<p><u>Monitoring outputs of Carmarthenshire CC led projects</u></p> <p>CM to request a Report from John Burns in order to ascertain what had been put in place in terms of the monitoring arrangements for the outputs of City Deal projects, in particular, ones we either have a lead on or/are operating. A decision to be made, once the Report was to hand, on what was required on an on-going basis.</p>	CM
11.	<p><u>Any Other Business</u></p> <p>No other items had been raised by group members.</p> <p>Chair thanked all present for their attendance and participation and called the meeting closed at 3:10pm.</p>	

