

Governance and Audit Committee Action List
29th June 2023

Agenda Item:	Subject/ Meeting	Officer	Outcome	By	Action Status	Recommended to close Action Yes/No
5	Action List 14 th July 2022	Richard Jones/ Peter Davies/ Andrew Wathan	a) Key Collaborations and Partnerships.	a) 27 th July 2023	a) OPEN	a) No – await final report
5	Action List: Statement of Accounts 2021/22	Jon Davies	a) Finance Team capacity – concise paper requested setting out the Finance Team’s organisational structure, type and number of vacancies, plan for resolution and a fuller explanation of the consequences on workload and prioritisation.	a) 27 th July 2023	a) OPEN	a) Yes
5	Action List: Audit Wales Work programme: Council progress	Matthew Gatehouse/ Richard Jones/Hannah Carter	a) People Strategy and Asset Management Plan to be reported on separately in future. b) social enterprise (slippage of nearly a decade Wales-wide) – written response to Councillor Easson’s question.	a) TBC b) 15 th June 2023	a) OPEN b) OPEN	a) November TBC b) TBC
5.	Action List: Whole authority Complaints report	Annette Evans/ Matt Gatehouse	A weighting system to be considered for future reports.	a) TBC	a) OPEN	a) TBC

5.	Action List: Review of Strategic Risk Register	Matthew Gatehouse/ Richard Jones/ Hannah Carter/ Chair	a) Strategic Risk Register: refine the structure and contents of this paper so that it is more fully aligned to the responsibilities of the Committee	November 2023	OPEN	No
7	Torfaen Internal Audit: SRS	Chair/ Jan Furtek/ Sian Hayward	How best to ensure that the Committee continued to have visibility over relevant matters pertaining to the Shared Resource Service	27 th July 2023	OPEN	Yes
8	Freedom of Information, Data Protection and Data Subject Access Requests	Kath Evans/ Sian Hayward	a) Report of mandatory training completion rates broken down by service area b) Information was requested on governance arrangement for the policies for these areas.as the Committee has not received any policies for review and endorsement. c) Deputy Chief Executive to consider which corporate risk control policies (extending beyond IT and data protection) that the Committee should periodically review and recommend for approval across the authority.	a) 27 th July 2023 b) TBC c) TBC	a) OPEN b) OPEN c) OPEN	a) Yes b) TBC c) TBC
9	IA Annual Report	Jan Furtek	After follow up audit - Verbal interim report requested on Tintern Old Station.	27 th July 2023	OPEN	a) Yes
10	Draft Operational Plan	Peter Davies/ Jan Furtek	a) Committee requested to be consulted on proposed delivery models b) Noting the current resourcing position of 5.0FTE and an extended, uncertain timeline for transitioning to the target delivery model, the Committee requested that this matter be escalated to the Cabinet and Council for formal noting and, as appropriate, discussion with the Deputy Chief	a) TBC b) TBC	a) OPEN b) OPEN	a) TBC b) TBC

			<p>Executive.to instruct officers to take appropriate action to remedy</p> <p>c) more clearly considering the consequential operational risks on service delivery and overall control alongside the financial risks be included in the plan</p>	<p>c) TBC</p>	<p>c) OPEN</p>	<p>c) TBC</p>
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