

Friday, 10 June 2022

**Notice of Meeting****Governance and Audit Committee****Monday, 20th June, 2022 at 2.00 pm,  
Council Chamber, County Hall, Usk - Remote Attendance****Please note:****1.00pm Informal gathering of Committee Members with Officer on the landing outside the Council Chamber****1.30pm Governance and Audit Committee Pre-meeting (with Officers at the discretion of the Chair)****AGENDA**

<b>Item No</b>	<b>Item</b>	<b>Pages</b>
<b>1.</b>	<b>Apologies for Absence</b>	
<b>2.</b>	<b>Declarations of Interest</b>	
<b>3.</b>	<b>Public Open Forum</b>	
<b>4.</b>	<b>To note the Action List from the previous meeting</b>	1 - 2
<b>5.</b>	<b>Audit Wales Work Programme</b>	3 - 20
<b>6.</b>	<b>Annual Governance Statement</b>	21 - 44
<b>7.</b>	<b>Annual Audit Plan 2022/3</b>	45 - 76
<b>8.</b>	<b>Freedom of Information (FOI), Data Protection Act (DPA) Breaches and Data Subject Access Request (DSARs) Report (twice yearly)</b>	77 - 82
<b>9.</b>	<b>6 monthly update - Progress Report on Unfavourable Audit Opinions</b>	83 - 88
<b>10.</b>	<b>Internal Audit Draft Operational Plan 2022/3</b>	89 - 102

<b>11.</b>	<b>Self Assessment Process</b>	103 - 110
<b>12.</b>	<b>GOVERNANCE AND AUDIT COMMITTEE FORWARD PLANNER 2022</b>	111 - 114
<b>13.</b>	<b>To confirm minutes of the previous meetings held on the following dates:</b> <ul style="list-style-type: none"><li>• 28<sup>th</sup> February 2022</li><li>• 6<sup>th</sup> June 2022</li></ul>	115 - 122
<b>14.</b>	<b>To confirm the date of the next meeting as Thursday 14th July 2022 at 2.00pm</b>	

**Paul Matthews**  
**Chief Executive**

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

Andrew Blackmore	<i>Chair</i>	<i>Lay Member</i>
Colin Prosser		<i>Lay Member</i>
Martin Veale		<i>Lay Member</i>
County Councillor Ian Chandler	<i>Llantilio</i>	<i>Green Party</i>
County Councillor John Crook	<i>Crossenny;</i>	
County Councillor Tony Easson	<i>Magor East</i>	<i>Welsh Labour/Llafur Cymru</i>
County Councillor Robert Greenland	<i>with Undy;</i>	
County Councillor Malcolm Lane	<i>Dewstow;</i>	<i>Welsh Labour/Llafur Cymru</i>
County Councillor Phil Murphy	<i>Devauden;</i>	<i>Welsh Conservative Party</i>
County Councillor Peter Strong	<i>Mardy;</i>	<i>Welsh Conservative Party</i>
County Councillor Laura Wright	<i>Caerwent;</i>	<i>Welsh Conservative Party</i>
	<i>Rogiet;</i>	<i>Welsh Labour/Llafur Cymru</i>
	<i>Grofield;</i>	<i>Welsh Labour/Llafur Cymru</i>

## Public Information

### Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

### Watch this meeting online

This meeting can be viewed online either live or following the meeting by visiting [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk) or by visiting our Youtube page by searching MonmouthshireCC.

### Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with 5 days notice prior to the meeting should you wish to speak in Welsh so we can accommodate your needs.

# Aims and Values of Monmouthshire County Council

## Our purpose

Building Sustainable and Resilient Communities

### Objectives we are working towards

- Giving people the best possible start in life
- A thriving and connected county
- Maximise the Potential of the natural and built environment
- Lifelong well-being
- A future focused council

## Our Values

**Openness.** We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

**Fairness.** We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

**Flexibility.** We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

**Teamwork.** We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

**Kindness:** We will show kindness to all those we work with putting the importance of relationships and the connections we have with one another at the heart of all interactions.

