

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Governance and Audit Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th
September, 2024 at 2.00 pm**

PRESENT: Andrew Blackmore (Chair)
County Councillor Tony Easson (Vice-Chair)

Lay Members: Colin Prosser, Rhodri Guest and Martin Veale

County Councillor: Sara Burch, John Crook, David Jones,
Malcolm Lane, Phil Murphy, Peter Strong and Ann Webb

OFFICERS IN ATTENDANCE:

Peter Davies	Deputy Chief Executive and Chief Officer, Resources
Jan Furtek	Acting Chief Internal Auditor
Charlotte Owen	Audit Wales Officer
Rachel Freitag	Audit Wales Officer
Matthew Gatehouse	Chief Officer People, Performance and Partnerships.
Richard Jones	Performance and Data Insight Manager
Hannah Carter	Performance Analyst
Philippa Green	Head of HR

APOLOGIES:

Jon Davies – Head of Finance

1. Declarations of Interest

No declarations of interest were made.

2. Public Open Forum

No members of the public were in attendance.

3. To note the Action List from the previous meeting.

The action list from the previous meeting was noted.

<https://www.youtube.com/live/HExeLjFncuk?si=TEukirQArOiqPK8i&t=62>

4. Initial assessment of corporate risk control arrangements

The Performance and Data Insights Manager presented a report outlining an overview of the arrangements and the effectiveness of the corporate risk control policies aligned with the strategic risk management policy. Following this, Committee Members were invited to comment and ask questions:

<https://www.youtube.com/live/HExeLjFncuk?si=aK0kMyJdtLXGG45h&t=126>

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We resolved that:

- (i) there was a need to gain a better understanding of Emergency Planning and Corporate Insurances. Officers would update the Work Programme for Committee Members to receive a briefing session on these matters in due course.
- (ii) Officers would investigate whether a joint meeting between Governance and Audit Committee and the Performance and Overview Scrutiny Committee would be required regarding an update on Emergency Planning Procedures.
- (iii) Officers would incorporate the action updates identified in the report in the six-monthly update on the risk framework.

5. Internal Audit Quarterly progress report (Q1)

The Acting Chief Internal Audit Officer presented the Internal Audit Progress Report for Quarter 1 (2024/25). Following this, Committee Members were invited to comment and ask questions:

<https://www.youtube.com/live/HExeLjFncuk?si=xc7-0uqQyYhFuzFt&t=882>

As recommended the Governance & Audit Committee reviewed the Internal Audit Progress Report for Quarter 1 (2024/25) and noted the audit opinions issued, as well as noting the progress made by the Section towards meeting the 2024/25 Operational Audit Plan and the Section's performance indicators at the three month stage of the financial year which are currently ahead of the profiled target.

6. Draft Self Assessment Report

The Performance and Data Insight Manager presented the Draft Self-Assessment 2023/24 report. Following this, Committee Members were invited to comment and ask questions:

https://www.youtube.com/live/HExeLjFncuk?si=8Z_O5JWE0BqvBaKU&t=1702

As recommended the Governance & Audit Committee reviewed the Draft Self-Assessment 2023/24 report prior to it being considered by Council. In doing so, the Committee was satisfied with the report and considered that it should be shared with staff and the public.

7. Governance and Audit Committee Forward Work Plan

The Governance and Audit Committee Forward Work Plan was noted.

<https://www.youtube.com/live/HExeLjFncuk?si=6ys3Aa4EBhoiP1jm&t=4061>

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8. To approve the minutes of the previous meeting

The minutes of the previous meeting were confirmed as an accurate record.

<https://www.youtube.com/live/HExeLjFncuk?si=OSv5raUpVtBdeDsm&t=4086>

9. Date of Next Meeting

Thursday 17th October 2024 at 2.00pm.

Meeting ended at 3.09 pm.