

Ceredigion County Council Governance and Audit Committee Meeting Actions Log 2022-2023*

The purpose of this Actions Log is to monitor Actions agreed by the Governance and Audit Committee at their Meetings e.g. where the Governance and Audit Committee have requested a future Report to be presented to them, or information sought at a future Meeting.

For further information regarding the Actions Log please contact the Governance Officer.

Last updated: 12th January 2023

*Municipal Year

Actions marked green and Completed ('Y') shall be removed from the subsequent Actions Log

Acronyms:

AW – Audit Wales	CM – Corporate Manager
CE: Chief Executive	CMIA – Corporate Manager, Internal Audit
CLO – Corporate Lead Officer	DPO – Data Protection Officer
DCC – Development Control Committee	GAC – Governance & Audit Committee
FWP – Forward Work Programme	L&G – Legal & Governance
GO – Governance Officer	N/A – Not Applicable
MO – Monitoring Officer	TBC – To Be Confirmed

No.	GAC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
1	27.9.22	15. Annual Report of Compliments, Complaints and Freedom of Information (2021-2022)	A request was made if it was possible to include in the report the number of complaints that had not been resolved in stage 1 that had gone to stage 2, and if these complaints had reference to communication or the lack of it.	i) Inclusion in reports of number of complaints not resolved in Stage 1 that were escalated to Stage 2. ii) Report of whether complaints reference communication or lack of it.	Complaints & FOI Manager / CLO Policy and Performance	i) The Mid-Year report presented at the 17.1.23 reports on the number of complaints not resolve in Stage 1 that were escalated to Stage 2. ii) Will be considered in the next report.	17.1.23	N
2	27.9.22	16. Corporate Risk Register - Q1	It was AGREED: (ii) that the Corporate Lead Officer – Policy & Performance would convey the views of	i) Corporate Lead Officer – Policy & Performance to convey the views of Members to the Leadership Group that	CLO – Policy & Performance / CLO – People and Organisation	(i) Discussed at Leadership Group. CLO – People and Organisation will prepare a report for Leadership Group to	9.3.23	N

No.	GAC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
			<p>Members to the Leadership Group that Recruitment and Retention should be considered for inclusion on the risk register as several services were unable to recruit; the Leader stated he would also convey these views to the LG;</p> <p>(iii) that further consideration should be given to the workload of Food Safety team due to the number of outstanding</p>	<p>Recruitment and Retention should be considered for inclusion on the risk register as several services were unable to recruit;</p> <p>ii) that further consideration should be given to the workload of Food Safety team due to the number of outstanding inspections by the Healthier Communities Overview and Scrutiny Committee</p>		<p>consider whether Recruitment and Retention should be added to the corporate risk register.</p> <p>(ii) This issue has been placed on the forward work plan of the Healthier Communities Overview and Scrutiny Committee.</p>		

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			<p>inspections by the Healthier Communities Overview and Scrutiny Committee; and</p> <p>(vi) that further clarification would be sought on how the Council monitored the number of Ash Dieback; and reported to Members following the meeting accordingly.</p>	<p>iii) further clarification to be sought on how the Council monitored the number of Ash Dieback; and reported to Members following the meeting accordingly.</p>				