

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: 31st May 2023

*Municipal Year

Actions marked Completed shall be removed from the subsequent Actions Log

Acronyms:

AW – Audit Wales

CE – Chief Executive

CLO – Corporate Lead Officer

DPO – Data Protection Officer

FWP – Forward Work Programme

GO – Governance Officer

MO – Monitoring Officer

CM – Corporate Manager

CMIA – Corporate Manager Internal Audit

DCC – Development Control Committee

GAC – Governance & Audit Committee

L&G – Legal & Governance

N/A – Not Applicable

TBC – To be confirmed

No	GAC Meeting Date	Item no	Noted / Comments	Action	Officer(s) responsible for action	Progress Update	To next be reported	Status	Notes
1	27/09/2022	15 Annual Report of Compliments, Complaints and FOI (2021-2022)		(ii) Report of whether complaints reference communication or lack of it.		(ii) Will be considered in the next report.	27/09/2023	In Progress	This is being looked at by the team over the year

2	27/09/2022	16 Corporate Risk Register Q1	(iii) that further consideration should be given to the workload of the Food Safety team due to the number of outstanding inspections by the Healthier Communities Overview and Scrutiny Committee.	that further consideration should be given to the workload of the Food Safety Team due to the number of outstanding inspections by the Healthier Communities Overview and Scrutiny Committee		This issue has been placed on the forward work plan of the Healthier Communities Overview and Scrutiny Committee		In Progress	Inspection of food outlets is noted on the forward work programme at the October meeting of Healthier Communities Overview & Scrutiny Committee
3	17/01/2023	7 Regulator & Inspectorate Reports & Updates	AW - Time for Change - Poverty in Wales					Complete	
			AW - A Missed Opportunity - Social Enterprise		Geraint Edwards			Complete	Updated
			AW - Springing Forward - Review of Strategic Asset Management		Russell Hughes-Pickering			Complete	
			AW - A Missed Opportunity - Social Enterprise		Russell Hughes-Pickering			Complete	
4	09/03/2023	Minutes of previous meeting	Item 9 - Final paragraph - Budget Workshop required	Arrange finance workshop	Harry Dimmack / Duncan Hall		27/09/2023	In Progress	Workshop to be considered in due course alongside risk register workshop.
				Slides from Budget Workshop to be distributed to members	Harry Dimmack / Duncan Hall		27/09/2023	In Progress	

5	09/03/2023	Regulator & Inspectorate Reports and Updates	Was Ceredigion County Council informed of the fees increase?	Distribute documents - AW Fee Scheme - published Ceredigion Audit Plan	Harry Dimmack Audit Wales	Emailed to members 23/03/2023		Complete Complete	
6	09/03/2023	Draft Annual Governance Statement	Update AGS with "The review confirmed that the Council's governance arrangements are effective and fit for purpose" in the executive summary	Update AGS prior to presenting to Council for final approval	Harry Dimmack	Approved by Council		Complete	
8	09/03/2023	Risk Register Q3	We need a better understanding of the end-to-end process on which items are included / removed.	Workshop requested to explain the process of adding / removing risks to the corporate risk register.	Harry Dimmack				Workshop will be considered once the new Risk Assessment, Strategy & framework has been introduced.
9	09/03/2023		Terms of Reference are very generic, we need to explain what the committee is about and what we do	Distribute terms of reference to committee members	Harry Dimmack	Terms of reference emailed to members 16/03/2023		Complete	