

Date Raised	Item	Recommendation	Responsible Officer	Status
	<p>Minute Item: 4</p> <p>Call In the Strategic Director of Environment and Sustainability and Head of Service re the PTU Taxi Contracts resulting in Second Unsatisfactory Opinion</p>	<ol style="list-style-type: none"> 1. That Education is contacted to ensure that the process for regular monitoring and escalating issues is clearly defined and mutually understood. 2. That the lead time given by the CTX system flagging up when a DBS check was due for renewal is confirmed. 3. That an internal working group is considered for further development to formalise the collaborative approach to monitoring and problem solving. 4. A written update report be provided to the Committee in 3 months time to provide an update to include; up to date facts and figures, DBS Checks for drivers and escorts and an indication of what continuation training was in place 5. The Strategic Director and Head of Service attend Committee in 6 months time to provide a further update. 	<p>Head of City Services</p> <p>Head of City Services</p> <p>Head of City Services</p> <p>Head of City Services</p> <p>Strategic Director for Environment and Sustainability / Head of City Services</p>	<p>CLOSED</p> <p>Updates provided at Governance and Audit Committee meeting on 25/03/23</p>
	<p>Agenda Item 6:</p> <p>Corporate Risk Register (Quarter 2)</p>	<ol style="list-style-type: none"> 1. Risk around children's service and staff sickness appear to be an issue throughout Wales. Collaborative work with other Welsh authorities or the WLGA may help to mitigate this. Regarding the Medium Term Financial Plan; the Council may consider stimulating the local market to help address issues regarding out of county placements. Whilst these questions are not relevant for 	<p>Strategic Director for Transformation and Corporate</p>	<p>CLOSED</p> <p>Recommendation shared with Head of Children Services</p>

		Governance and Audit Committee, they will be reported back to the relevant Head of Service.		
	Agenda Item 7: Audit Wales and Regulatory Bodies Six Month Update	1. Evidence of the process underpinning the action plan will be shared with the Committee as a link to the published plan; scrutinisation of the plan itself will be carried out in other committees as part of the governance processes.	The Policy and Partnership Manager	CLOSED Shared with Governance and Audit Committee via email
	Agenda Item 8: Internal Audit Plan – Progress (Quarter 3)	<p>The Chair requested that the minutes of the committee be fed back to Cabinet regarding a reduction in audit staff, and that the Head of Service reconsider his decision under their delegated powers. This was not a unanimously held opinion.</p> <p>That the Strategic Director, Transformation and Corporate and the Head of Finance be invited to the next meeting to provide an update regarding the investigation into Purchase Card useage.</p>	<p>Strategic Director for Transformation and Corporate</p> <p>Strategic Director for Transformation and Corporate / Head of Finance</p>	<p>CLOSED Feedback from committee was communicated</p> <p>CLOSED Included on the agenda for the meeting on 25th May 2023</p>
23/05/23	Agenda item 3: Minutes of the Last Meeting	That deadlines are added to the table of recommendations and noted in the minutes as good practice	Democratic and Electoral Services Manager	CLOSED The table outlines the recommendations of committee and

				<p>provides an update on progress at the next meeting.</p> <p>Recommendations have now been highlighted in minutes of the meetings.</p>
25/05/23	<p>Agenda item 5:</p> <p>Update on Elected member Related Party Declaration Forms</p>	<p>That the committee be notified when all forms had been submitted.</p>	<p>Democratic and Electoral Services Manager</p>	<p>CLOSED</p> <p>Committee notified by email that all forms have now been completed and submitted.</p>
23/05/23	<p>Agenda Item 6:</p> <p>Call-in Strategic Director – Transformation and Corporate and the Head of Finance Re Purchasing Cards (Transactions) resulting in an Unsatisfactory Opinion</p>	<ol style="list-style-type: none"> 1. Figures to be provided of staff that did not attend the training on the use of P-Cards within the required deadline of 23 June. 2. Clarification on Page 31, Appendix 1, Table 4b Completed Action and Policy Implementation date of 20 June. 3. Page 31, Appendix 1, Table 4a – an update on recovering the cost of parking / speeding fines. 	<p>Strategic Director for Transformation and Corporate</p> <p>Head of Finance</p> <p>Strategic Director for Transformation and Corporate</p>	
23/05/23	<p>Agenda Item 7:</p> <p>Update on PTU Taxi Contracts resulting in</p>	<p>The Chair requested an update for the next two committee meetings regarding progress.</p>	<p>Head of Infrastructure</p>	

	Second Unsatisfactory Opinion – January 2023			
23/05/23	Agenda Item 8: Update on Call-in of Strategic Director for Social Services and Head of Service re the Internal Audit of Adoption Allowances resulting in a Second Unsatisfactory Opinion – January 2023	That the Strategic Director for Social Services would be invited to the next meeting on 27 July to provide an update on progress.	Strategic Director for Social Services	
23/05/23	Agenda Item 9: Treasury Management Outturn Report – 2023/24	Clarification of Investment and Accrued Interest figures on page 50, point 13 would be checked for accuracy and amend accordingly before it was reported back to Cabinet in June.	Assistant Head of Finance	
23/05/23	Agenda Item 10: Internal Audit Annual Report 2023/24	<ol style="list-style-type: none"> 1. The Strategic Director for Transformation and Corporate, along with the Audit Manager contact the Chief Education Officer to discuss auditors entering schools during industrial disputes. 2. The Strategic Director for Social Services be Called in regarding the Unsound Audit Opinion for Children Services Safeguarding Children Money 	<p>Strategic Director for Transformation and Corporate / Acting Chief Internal Auditor</p> <p>Strategic Director for Social Services</p>	

		<ol style="list-style-type: none"> 3. The Monitoring Officer be contacted to see if this should be discussed as Part 2 item. 4. Report taken to GAC at a future meeting regarding staffing / auditing resources and capacity in the Audit Team in relation to the regional consortium. 5. Consider making changes to Appendix 3 so that areas are grouped as per their status under the risk column 6. Consider adding an indicator to service areas have been assessed by themes in wider audits. 7. High risk audits to be prioritised within the capacity of Principal Auditor resource available. 	<p>Strategic Director for Transformation and Corporate /Head of Law and Standards</p> <p>Head of Finance</p> <p>Acting Chief Internal Auditor</p> <p>Acting Chief Internal Auditor</p> <p>Acting Chief Internal Auditor</p>	
23/05/23	Item 12: Forward Work Programme	That the Governance and Audit Committee Annual report be added to the Work Programme, to be discussed with the Strategic Director for Transformation and Corporate.	Strategic Director for Transformation and Corporate	