

APPENDIX 1

UPDATE ON OUTSTANDING GOVERNANCE ISSUES IDENTIFIED IN PREVIOUS ANNUAL GOVERNANCE STATEMENTS

SOURCE	ISSUES	RESPONSIBLE OFFICER	ACTIONS/PROGRESS		STATUS
AGS 2014/15 No. 6	Responding to the EU General Data Protection Regulation (GDPR) (as a replacement to the Data Protection Act 1998).	Head of ICT and Policy	The Authority's Data Protection Officer has worked closely with ICT Services and other relevant services and departments to assess requirements and prepared for and introduced the new regulations which took effect in May 2018. Training and support is being provided to staff as required. (New regulations came into effect during May 2018)		Ongoing Complete Now well embedded into common practice
AGS 2016/17 No.6	Review and monitor employment safeguarding processes in relation to: <ul style="list-style-type: none"> • HR Record keeping in relation to safeguarding complaints and investigations relating to staff; • Provision of references for posts involved in regulated activity; Pre-employment checks for posts involved in regulated activity.	Director of Communities	Key performance measures considered quarterly. IA reviews arrangement again this year and identified improvement in the processes.		Ongoing Complete Recently had another audit – evidence that process are now embedded
AGS 2017/18 No.6	Monitor and evaluate People Strategy Group/Work stream actions relating to WAO People Performance Management recommendations.	Assistant Chief Executive – People Management.	March 2020	As part of the PSGB, work streams have commenced And are revaluating due to Covid	On going Consolidating learning and moving forward. Group has met through Covid, but revaluation of way forward needed

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AGS 2017/18 No. 8	Update the Code of Governance to ensure that it's in line with the CIPFA standards and Wellbeing of Future Generations Act.	Head of Revenues and Financial Compliance.	March 2019	To be discussed and agreed at the next Corporate Governance Group meeting	Draft for consideration at CGG 4 th December 2020
AGS 2018/19 No.6	Review right to work checks and impact of new immigration process arising from Brexit on recruitment process.	Assistant Chief Executive People Management	March 2020	In the middle of reviewing the right to work checks – should be completed by end of March 2021 Process in place as integral part of recruitment policy / process	Ongoing
AGS 2018/19 No.7	Complete and publish equal pay audit for 2018/19	Assistant Chief Executive People Management	March 2020		Ongoing Completed – routine standard practice now

APPENDIX 2

GOVERNANCE ISSUES ACTION PLAN				
NEW GOVERNANCE ISSUES IDENTIFIED IN THIS YEAR'S ANNUAL GOVERNANCE STATEMENT				
ISSUE REF	ACTION	RESPONSIBLE OFFICER	Actions / Progress	TARGET DATE
AGS 2019/20 No.2	To publish a Corporate Strategy update for 2020/21	Head of ICT & Policy	Complete	June 2020
AGS 2019/20No.3	To keep the same Wellbeing Objectives in the Corporate Strategy and refresh the action plans for 2020/21	Head of ICT & Policy	Complete Embedded in practice and carried out Annually	June 2020
AGS 2019/20 No.4	To publish an Annual Report on 2019/20 performance. To also include: - <ul style="list-style-type: none"> A fundamental review of Wellbeing Objectives for 2021/22 Identifying improvements and priorities for 21/22 to inform the budget	Head of ICT & Policy	Complete – received by full Council	Oct 2020
AGS 2019/20 No.5	To consider the implications of the requirements of the Local Government and Elections (Wales) Bill	All Corporate	Ongoing	March 2021
AGS 2019/20 No.6	To monitor the outputs of the Swansea bay City Deal project – Yr Egin	Director of Corporate Services / Head of Regeneration	Ongoing - Funding agreement to be put in place.	March 2021
AGS 2019/20 No.7	To ensure appropriate governance arrangements are in place to assess impact and use of resources with partners to deliver the Wellness Pentre Awel project.	Head of Regeneration / Director of Corporate Services	Ongoing	March 2021

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AGS 2019/20 No.8	Ensure Employment Policies reflect any new legislation such as exit payment cap, reclaiming exit payments etc	People Services Manager	Ongoing – updating employment policies Exit payment policy has been passed, ongoing work to change policies WG input awaited, which may push the deadline – target date to be reviewed when more information received	March 2021
AGS 2019/20 No.9	Pay Policy publication in line with Localism Act	People Services Manager	On target. Work has commenced	March 2021
AGS 2019/20 No.10	Safe recruitment – ensure pre-employment checks and re-checks are completed and kept up to date	People Services Manager	Process in place to ensure that checks are carried out	Complete
AGS 2019/20 No.11	Provide wellbeing support to staff via Occupational Health and employment policy and advice and provide mental health training to managers	Assistant Chief Executive – People Management.	Training programme has been put in place Wellbeing Champions	Complete
AGS 2019/20 No.12	Ensure Payroll processes and handling of data are managed securely and in accordance with data protection principles	People Services Manager	Reviewed payroll processes and changes made now standard practice	Complete
AGS 2019/20 No.13	Implement appropriate changes in respect of the governance arrangements of the Local Authority Companies in response to the Governance Review Report	Corporate Management Team	Lessons learnt being pulled together, report to CMT.	June 2021