

## Minutes of the Corporate Governance Group

28<sup>th</sup> May, 2021

10.00am – 11:00am

Virtual Meeting: Teams

### Present:

Cllr. David Jenkins (DJ)	Executive Board Member (Resources) (Chair)
Cllr. Mair Stephens (MS)	Executive Board Member (HR)
Chris Moore (CM)	Director of Corporate Services
Helen Pugh (HP)	Head of Revenues and Financial Compliance
Paul Thomas (PT)	Assistant Chief Executive
Linda Rees Jones (LRJ)	Head of Administration and Law
Alison Wood (AW)	People Services Manager
Gwyneth Ayers (GA)	Corporate Policy & Partnership Manager
Ruth Morgan (RM)	Senior Administrative Officer

### Apologies:

Randal Hemingway (RH)	Head of Financial Services
Noelwyn Daniel (ND)	Head of ICT
Cllr. Tina Higgins (TH)	Councillor

Item No.	Discussion / Action	Responsible Officer
1.	<b><u>Apologies</u></b> As noted above.	RM
2.	<b><u>Minutes of previous Meetings dated 16<sup>th</sup> February and 30<sup>th</sup> March, 2021 and Matters Arising</u></b>  <b><u>Minutes - 16/2/21</u></b> It was confirmed, the Minutes were a correct record.  <b><u>Minutes - 30/3/21</u></b> It was confirmed, the Minutes were a correct record.  <b><u>Matters Arising</u></b> On behalf of the department, Randal Hemingway and herself, HLP wished to thank the group's participation and work on the AGS.	
3.	<b><u>Regulations to establish Corporate Joint Committees (CJCs) – Verbal Update</u></b> LRJ provided the following updates:-	

	<ul style="list-style-type: none"> <li>• 4 CJs have been established in Wales ie:- <ul style="list-style-type: none"> <li>- Carmarthenshire CC</li> <li>- Swansea CC</li> <li>- Pembrokeshire CC</li> <li>- Neath and Port Talbot CC</li> </ul> </li> <li>• Governance arrangements, being worked on currently.</li> <li>• Regulations have been made by WG and there were 3 mandatory functions, namely:- <ul style="list-style-type: none"> <li>• Economic Wellbeing</li> <li>• Developing Transport Policies</li> <li>• Preparing Regional Transport Plans and Strategic Development Plans</li> </ul> </li> </ul> <p>LRJ confirmed, a Report would be submitted to PEB and Executive Board in due course.</p>	LRJ
4.	<p><b><u>CRWG – Verbal Update</u></b> LRJ provided the following updates:-</p> <ul style="list-style-type: none"> <li>• Report had been submitted to AGM, highlighting all of the changes which had emerged from the 2021 Act.</li> <li>• A piece of work continued to be ongoing regarding the Scheme of Delegations to Officers and once finalised, Report to be submitted to CRWG.</li> </ul>	LRJ
5.	<p><b><u>Updated Code of Corporate Governance</u></b> HP provided the following update:-</p> <ul style="list-style-type: none"> <li>• The CCG has been submitted to CMT and was approved. CMT requested that it be forwarded on to PEB dated 1<sup>st</sup> of June, 2021 for information purposes and subsequently to Audit Committee.</li> </ul>	HLP
6.	<p><b><u>AGS – Update on Actions</u></b> Each AGS Action/No. of the AGS and the Governance Issues Action Plan had been discussed and scrutinized by members of the group during the meeting and was updated accordingly via the master template by HP.</p>	
7.	<p><b><u>Corporate Strategy: Building a Better Council – Verbal Update</u></b> GA provided the following updates:-</p> <ul style="list-style-type: none"> <li>• The Corporate Strategy document had been approved by full Council during May’s meeting.</li> <li>• Divisional and Departmental Business Plans, in the process of being finalised.</li> </ul>	



	<ul style="list-style-type: none"> <li>- To respond to the Panel Performance Assessment Report.</li> <li>• In the process of developing a Performance Management Framework which aimed to clarify the performance arrangements within the Council.</li> </ul> <p>The Performance Management Framework to be submitted to CMT, PEB and to be shared with the group, once the draft was available.</p>	GA
10.	<p><b><u>Monitoring outputs of Carmarthenshire CC led projects - Report from John Burns to ascertain what had been put in place in terms of the monitoring arrangements for the outputs of City Deal projects, in particular, ones we either have a lead on or/are operating – Verbal Update</u></b></p> <p>CM provided an update and it was AGREED the group would receive the Report as it currently stood.</p>	
11.	<p><b><u>Any Other Business</u></b></p> <p>No other items had been raised by group members.</p> <p>Chair thanked all present for their attendance and participation and called the meeting closed at 11:00 am.</p>	