



1 Announcements, Apologies for Absence and Declarations of Interest

Apologies were received from Cllr Harvey.

No declarations of interest were made.

2 Chair Announcements

The Chair put on record his thanks to Nick Bell who would be retiring at the end of this municipal year – his work with the committee and effort and achievement on the CPCA improvement journey had been incredibly valuable to the Committee.

3 Minutes and Action Log

The minutes of the meeting held on 26th January 2024 were approved as a correct record subject to the following amendment:

Cllr Corney was not in attendance at the meeting as the minutes currently stated.

The action log was noted by the Committee.

4 External Audit

RESOLVED

- a) To note the External Auditors Annual report.
- b) to note the response to the DLUHC consultation on addressing the Local Audit backlog in England.

5 Improvement Report

RESOLVED

- a) Note the identified areas of ongoing concern set out in the Best Value Notice received in January 2024 attached as Appendix 1.
- b) Note the closedown of activity in the current improvement plan (phase 2).
- c) Note the approach to finalise the phase 3 improvement plan to reflect the ongoing concerns set out in the Best Value Notice received in January 2024 to be submitted to the CA Board on 20 March 2024 for agreement.
- d) Note the draft revised terms of reference for the Independent Improvement Board going forward, to reflect the delivery of stated areas of improvement identified by the Best Value Notice received in January 2024.

6 Corporate Risk Register

RESOLVED

- a) To note the February 2024 Corporate Risk Report including the Register, Dashboard and Heat Map in Appendix 1-3.
- b) To note the update on progress of the Risk Software implementation
- c) To note the plan for risk deep dives

7 Internal Audit – Progress Report

RESOLVED

- a) To comment and note the report

8 Internal Audit Plan

RESOLVED

- a) To comment and note the report

9 Adult Education Budget Update

RESOLVED

- a) Note the Audit results for 2022/23
- b) Note the Audit approach for 2023/24

10 Constitutional Review – Changes to Code of Conduct & review of Committees Terms of Reference

The Committee RESOVLED:-

- a) The committee considered the Terms of Reference and determined there was no need for any changes.
- b) The Committee recommend to the Combined Authority Board that the Local Government Model Code of Conduct be adopted in full along with the associated guidance on the Model Code of Conduct.
- c) The committee agreed that the associated guidance on complaint handling should be adopted in full.
- d) The Committee considered the comments received from a CA Board member and resolved to:
 - (i) Receive a report on whistleblowing and code of conduct process brought to the A&G meeting in December following the adoption of the model code of conduct.
 - (ii) Request that officers work with the internal auditors to review safeguarding as a possible addition to the internal audit plan and report back to the committee.
- e) Request that the Monitoring Officer write to the CA Board on behalf of committee in agreement with the Chair on the Committees view on the sanctions available to the hearing panel.

11 Shareholder Board Update

RESOLVED

- a) Note the update regarding the shareholder board

12 A&G Draft Annual Report

RESOLVED (UNANIMOUS):

- a) That the annual reported should be amended as discussed earlier in the meeting and that officers do further work and circulate to the committee before it is submitted to the Board at its AGM in June.

13 Audit and Governance Work Programme

RESOLVED

- a) Note the draft work programme for the Audit and Governance Committee for the 2024/25 municipal year attached at Appendix 1

14 Date of next meeting

The date of the next meeting was confirmed as Thursday 20th June.