

## Blaenau Gwent County Borough Council

### Action Sheet

#### Governance & Audit Committee

| Meeting Date                | Action to be Taken   | By Whom   | Action Taken   |
|-----------------------------|--|---|--|
| 21 <sup>st</sup> June, 2023 | <p><b><u>Item No. 11 – Civic Centre Integrated Impact Assessment (IIA)</u></b></p> <ul style="list-style-type: none"> <li>➤ The final costs associated with the demolition of the Civic Centre to be provided.</li> <br/> <li>➤ Updated footfall figures relating to visits to all the community hubs be provided for February – June 2023 including the nature of usage and how residents were interacting through these channels.</li> </ul> | <p>Corporate Director<br/>Regeneration &amp;<br/>Community Services</p><br><p>Chief Officer<br/>Commercial &amp;<br/>Customer</p> | <p>Contract Tender Sum - <b>£349k</b></p> <p>Tender Outturn [including Engineer Instruction for some Asbestos removal of £4808] gives <b>final Contract Outturn cost of £354k</b> against an original budget estimate of <b>£850k.</b></p> <p><b>Action: complete</b></p><br><p>Updated footfall figures attached (refer to appendix)</p> <p><b>Action: complete</b></p><br><p>Nature of usage and interaction through the channels</p> <p><b>Action: work in progress</b></p> |

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|-----------------------------|--|--|---|
|                             | <ul style="list-style-type: none"> <li>➤ The report relating to the new Council Operating Model which was agreed at Council on 25<sup>th</sup> March, 2021 be circulated.</li> <br/> <li>➤ Further information be provided in relation to parking/access issues, specifically disabled access at community hubs.</li> <br/> <li>➤ Visitor footfall in Ebbw Vale Town Centre to be provided.</li> </ul> | <p>Democratic Services</p><br><p>Chief Officer Commercial &amp; Customer</p><br><p>Corporate Director of Regeneration &amp; Community Services</p> | <p>Report was circulated on 22<sup>nd</sup> June, 2023.</p> <p><b>Action: complete</b></p><br><p>This matter has been investigated and there have been no issues or concerns raised regarding parking/access issues specifically relating to disabled access at the hubs.</p> <p><b>Action: complete</b></p><br><p>Verbal update to be provided at the meeting.</p> |
| 21 <sup>st</sup> June, 2023 | <p><b><u>Item 7 – Forward Work Programme 2023/2024</u></b></p> <p>The following items be added to the Forward Work Programme:</p>  |  |   |

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|--------------|---|--|--|
|              | <ul style="list-style-type: none"> <li>➤ Silent Valley Waste Services Ltd – to provide detail around the finalisation of the in-house transfer.</li> </ul>                        | <p>Chief Officer Resources/Chief Officer Commercial &amp; Customer</p>                     | <p>Report scheduled for Council on 20<sup>th</sup> July and can then be shared with the Committee thereafter.</p> <p><b>Action: in progress</b></p>  |
|              | <ul style="list-style-type: none"> <li>➤ Annual Report of the Governance &amp; Audit Committee.</li> </ul>  | <p>Chief Officer Resources/Head of Democratic Services, Governance &amp; Partnerships</p>  | <p>Annual report to be scheduled into the forward work programme.</p> <p><b>Action: complete</b></p>   |
|              | <ul style="list-style-type: none"> <li>➤ Review how Committee can be assured of progress against External and Internal Audit recommendations.</li> </ul>                          | <p>Head of Democratic Services, Governance &amp; Partnerships/Audit &amp; Risk Manager</p> | <p>A Member briefing session is to be arranged to provide guidance to new committee members and refresher training to longstanding members on the remit and role of the committee. This item will be covered as part of this session.</p> <p><b>Action: partially complete</b></p> |
|              | <ul style="list-style-type: none"> <li>➤ A discussion to take place with appropriate officers regarding the provision of a report relating to Artificial Intelligence.</li> </ul> | <p>Head of Democratic Services, Governance &amp; Partnerships</p>                          | <p>Head of Democratic Services to liaise with Chief Officer Commercial &amp; Customer on position with AI.</p> <p><b>Action: in progress</b></p>   |

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|-----------------------------|---|---|--|
| 21 <sup>st</sup> June, 2023 | <p><b><u>Statement of Accounts 2021/2022</u></b></p> <p>Subject to Audit Wales completing their audit including the ISA 260 and audit opinion, the 2021/2022 Statement of Accounts be considered at the Committee meeting on 12<sup>th</sup> July, 2023</p>   | Chief Officer Resources   | <p>Report has been included on the July agenda.</p> <p><b>Action: complete</b></p>   |
| 21 <sup>st</sup> June, 2023 | <p><b><u>Item 9 – Annual Report of the Audit and Risk Manager 2022/2023</u></b></p> <ul style="list-style-type: none"> <li>➤ The wording of the Welsh translation advert relating to the lay member vacancy be revised, if required.</li> <br/> <li>➤ An update be provided on the three large investigations that had commenced during the year, at the appropriate juncture.</li> </ul> | <p>Chief Officer Resources</p><br><p>Audit &amp; Risk Manager</p> | <p>Standard advert provided by WLGA (including Welsh translation) has been used to advertise the lay member vacancy – <b>no further action required.</b></p> <p><b>Action: complete</b></p><br><p>Update to be provided at the appropriate time.</p> <p><b>Action: ongoing</b></p> |