

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Governance and Audit Committee / County Council
Date:	29 June 2022 / 13 September 2022
Subject:	Annual Report of the Governance & Audit Committee 2021-22 – Chair's Report
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Nature and Reason for Reporting: The Governance and Audit Committee is required to report to 'those charged with governance' (the County Council) an assessment of its performance on its activities during the year to demonstrate how the Committee has discharged its responsibilities. This report details the activities of the Governance and Audit Committee during 2021-22.	

1. Introduction

- 1.1. The Governance and Audit Committee is a key component of the Council's governance framework. Its function is to provide an independent and high-level resource to support good governance and strong public financial management and to provide 'those charged with governance' independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and governance processes.
- 1.2. To discharge their responsibilities effectively, CIPFA guidance¹ states that audit committees should report regularly on their work to 'those charged with governance', and at least annually report an assessment of their performance. An annual public report should demonstrate how the committee has discharged its responsibilities. This report meets that requirement.

2. Recommendation

- 2.1. That the Governance and Audit Committee endorses the Annual Report of the Governance and Audit Committee for 2021-22 prior to its submission to the meeting of the County Council on 13 September 2022.

¹ The Chartered Institute of Public Finance and Accountancy's [Position Statement: Audit Committees in Local Authorities and Police \(2018\)](#) and associated guidance sets out CIPFA's view of the role and functions of an audit committee.



ANNUAL REPORT OF THE GOVERNANCE AND AUDIT COMMITTEE 2021-22 – CHAIR'S REPORT

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June 2022

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INTRODUCTION

The Governance and Audit Committee is a key component of the Council's governance framework. Its function is to provide an independent and high-level resource to support good governance and strong public financial management.

Its purpose is to provide full Council (*those charged with governance*) independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and governance processes.

It oversees internal and external audit and other regulators, helping to ensure effective assurance arrangements are in place. It also reviews, assesses and reports on the authority's ability to handle complaints effectively and makes recommendations for improvement in this area.. From 2022, it will also receive and comment upon the Council's annual self-assessment report and the report of the performance assessment panel.

There is clear separation between the role of the Governance and Audit committee and that of scrutiny committees. The Governance and Audit committee role seeks assurance that internal control systems of the Council are working and risks are effectively managed, rather than the actual scrutiny of activities.

To discharge their responsibilities effectively, the Chartered Institute of Finance and Accountancy's (CIPFA) guidance¹ states that audit committees should report regularly on their work to 'those charged with governance', and at least annually report an assessment of their performance. An annual public report should demonstrate how the committee has discharged its responsibilities.

This report meets that requirement by assessing the Committee's activities during 2021-22 against its terms of reference, incorporated within the Council's [Constitution](#), version 2.70 updated on 14 February 2022.

¹ The Chartered Institute of Public Finance and Accountancy's [Position Statement: Audit Committees in Local Authorities and Police \(2018\)](#) and associated guidance sets out CIPFA's view of the role and functions of an audit committee.

COMPOSITION AND ARRANGEMENTS

Throughout the year, the Committee conducted its business non-politically and abided by the rules of political balance (3.4.8.2.1) and consisted of eight elected members and one lay member, who was in the final year of his first five-year term. All members declared interests where appropriate (3.4.8.2.2). The Finance Portfolio Holder is required, as far as possible, to attend all meetings of the Committee (3.4.8.2.2). The Portfolio Holder attended all meetings of the Committee during 2021-22. [Appendix A](#). The Chair of the Governance and Audit committee was a councillor member and was not a member of a group that formed part of the Council's Executive (3.4.8.2.3). Where officers have been called to attend a committee meeting at the request of the Governance and Audit Committee members, they have done so (3.4.8.2.4).

The Committee's terms of reference require it to meet a minimum of four times per year (3.4.8.2.5). The Committee met formally (virtual meetings) on nine occasions, which included three special meetings to consider only the draft and final Statement of Accounts 2020-21 and the report of External Audit on the Financial Statements (ISA 260 Report). The membership and attendance at meetings during 2021-22 has been good ([Appendix A](#).)

Where necessary, the Director of Function (Resources) and Section 151 Officer has provided advice to the Committee, and has had direct and unfettered access to the Committee (3.4.8.2.6). During the year, the Committee commissioned work directly from the internal auditors in the form of progress reports on individual audits (3.4.8.2.7).

Neither the external nor the internal auditors requested the Chair to consider any matter that the auditors believed should be brought to the attention of the Council (3.4.8.2.8).

No new members joined the Committee during the year. Existing members received ongoing training ([Appendix B](#)), reports on new legislation, professional guidance and research (3.4.8.2.9). A self-assessment of knowledge and skills will be conducted with the new members of the Committee during 2022.

In April 2022, the Committee considered a draft revised terms of reference following changes made as a result of the Local Government and Elections (Wales) Act 2021. The Committee resolved to endorse the amendments to its terms of reference ahead of their submission to the Executive and Full Council.

ACCOUNTABILITY ARRANGEMENTS

This report fulfils the requirement to report to full council (*'those charged with governance'*) on an annual basis the audit committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of the Council's governance, risk management and internal control frameworks; financial reporting arrangements, and internal and external audit functions (3.4.8.3.1).

It also fulfils the requirement to report on the effectiveness of the committee in meeting its purpose and agreed terms of reference. During 2021-22, a self-assessment of good practice was undertaken to support the planning of the audit committee work programme and training plans, and to inform this annual report (3.4.8.3.2).

The Committee considered the outcome of the self-assessment at its meeting in April 2022, which used the recommended CIPFA guidance and enabled the Committee to establish that it was providing a good standard of performance. However in order to improve effectiveness, further, wide-ranging evaluations will be undertaken during 2022-23 as identified below:

- A qualitative self-assessment will be conducted during 2022-23 to obtain feedback on the Committee's performance with those interacting with the Committee or relying on its work, including senior management and members of the Committee to evaluate whether and how it is adding value to the organisation.
- A qualitative self-assessment will be conducted during 2022/23 with individual members of the Committee to assess their own effectiveness and to identify whether there are any areas for development and training.
- The Council will explore whether the Governance and Audit Committee would benefit from having a dedicated Democratic Services Officer assigned to it.

Following discussions around the provision of dedicated democratic services support for the Committee, the Committee resolved to note the review and to approve the improvements suggested.

The Committee considered its business in public, with the exception of, where appropriate, when it met in private to consider items under Section 100 (A) (4) of the Local Government Act 1972.² During 2020-21, the Committee considered two items in private:

- Risk Management Update (February 2022)
- Annual Cyber Security Report 2020-21 (February 2022)

The appropriate Public Interest Tests were presented to and accepted by the Committee.

Agendas and reports were published in accordance with statutory timeframes and were available for inspection (3.4.8.3.3).

² Items under Schedule 12A, Paragraph 14: Information relating to the financial or business affairs of any particular person (including the authority holding that information) and Paragraph 18: Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

GOVERNANCE

The Committee considered the Council's Local Code of Governance at its meeting in December 2021. The Committee noted that it would be presented to the Committee annually for review, to provide assurance that the Council's governance arrangements remain robust and fit for purpose and have been implemented and applied effectively to all aspects of the Council's business (3.4.8.4.1).

In June 2021, the Committee reviewed and assessed the Council's corporate governance arrangements during its review of the draft Annual Governance Statement (AGS) (3.4.8.4.2/3). The Committee commented on the improved readability and layout of the Statement but noted that the outcome of its self-assessment had remained unchanged over the past few years and suggested an examination of the rationale for the evaluation.

Further, the Committee queried whether there had been any external input into the Statement in terms of validating the self-assessment as a fair and accurate estimation of attainment and compliance. In response, the Director of Function (Resources) and Section 151 Officer advised that the AGS formed part of the Statement of the Accounts 2020-21 and as such, the evidence on which it was based would be subject to external audit.

In November 2021, at a meeting adjourned from 20 October 2021, the Committee received the final version of the AGS and resolved to endorse it for 2020-21 and to refer the Statement to the full Council for approval and to the Leader of the Council and the Chief Executive for their signatures.

In December 2021, the Director of Function (Resources)/Section 151 Officer confirmed that the Statement of the Accounts and AGS for 2020-21 were approved by the full Council on 22 November 2021 and were subsequently signed off by External Audit without any further amendments to the version presented to the Committee on 15 November 2021(3.4.8.6.2).

Due to the new Council cycle, a report about significant partnerships was not available during 2021-22. However, the Committee will review the governance and assurance arrangements available for significant partnerships or collaborations through reviewing the Annual Report of the Partnerships and Regeneration Scrutiny Committee 2021-22 in December 2022 (3.4.8.4.4).

TREASURY MANAGEMENT

Full Council has nominated the Governance and Audit Committee to be responsible for ensuring effective scrutiny of the treasury management strategy and policies (3.4.8.5.1). Accordingly, the Committee undertakes a scrutiny role in accordance with the CIPFA Treasury Management Code of Practice, prior to approval by full Council (3.4.8.5.2).

In July 2021, the Committee reviewed the Annual Treasury Management Report 2020-21, which provided an overview of the Council's borrowing and investment activities during the year and highlighted performance against the Prudential Indicators set by the Council. In considering the report, the Committee raised points including clarity around the practice of investing with other councils, significant school balances, and interest rates forecasted by the treasury consultant. The Committee resolved to accept the report and to forward to the next meeting of the Executive without further comment (3.4.8.5.1/2/3/4).

In December 2021, the Committee considered the mid-year review of treasury management activities and position. Following discussion around the pace of expenditure on the capital programme, with the capital spend needing to be significantly accelerated in the second half of the year for the capital programme to be fulfilled and the expenditure profile realised, the Committee resolved to note and accept the mid-year review without further comment (3.4.8.5.1/2/3/4).

In February 2022, the Committee considered the Treasury Management Strategy Statement for 2022-23, which incorporated the Annual Investment Strategy, the Annual Minimum Revenue Provision Policy Statement, the Treasury Management Policy Statement, the capital plans and associated Prudential Indicators. (3.8.4.5.1/4)

Following discussions around the high level of uncertainty over the economic outlook because of inflation; rising energy prices; supply shortages; unresolved Brexit issues; tensions in Eastern Europe and in Westminster; concerns around economic recovery and the potential for further changes resulting from Covid; the continuing slippage on the capital programme from schemes that had not progressed; and social housing grants now available to local authorities, the Committee resolved to accept and to note the Treasury Management Strategy for 2022-23 and to forward to the Executive without further comment.

VALUE FOR MONEY

The Committee supports the development of robust arrangements to ensure that the Council makes best use of its resources, and taxpayers and service users receive excellent value for money (3.4.8.6.1).

In June 2021, the Committee reviewed the Council's overall approach to value for money when reviewing the Council's draft Annual Governance Statement (3.4.8.6.2).

In February 2022, the Committee considered Audit Wales's Annual Audit Summary 2021, and assurances and assessments on the effectiveness of the Council's arrangements for securing value for money (3.4.8.6.3). The report informed the Committee that Audit Wales had completed work during 2020-21 to meet the Auditor General's duty to examine whether the Council had put in place arrangements to get value for money for the resources it uses. To meet this duty, Audit Wales had completed specific projects, and they relied on other audit work, and the work of regulators such as Care Inspectorate Wales and Estyn (the education inspectorate).

In assessing whether the Council had put in place arrangements to secure value for money, Audit Wales cited its work on the 2020-21 financial statements, in which the Auditor General had been able to give an unqualified true and fair opinion on the Council's financial statements, and also its work in response to the Covid-19 pandemic, where the Auditor General had stated that the Council's planning and decision-making processes had shown strong and consistent collective leadership.

The Auditor General also certified that the Council had met its remaining Local Government (Wales) Measure 2009 duties for the financial year 2020-21, and it had a good understanding of its financial position, currently delivering its services within overall budget. In terms of workforce planning, the Auditor General concluded that having experienced workforce challenges in the Children and Families Service, the Council was now more focused on workforce planning and had further opportunities to realise benefits across all services.

The Committee resolved to accept the Auditor General's assessment of whether the Council had put in place arrangements to secure value for money.

ASSURANCE FRAMEWORK

Having an overview of the Council's assurance framework supports the Committee's approval of the internal audit risk-based strategy by identifying the extent to which it relies on internal audit for its assurance requirements. The Committee also ensures clarity of what assurance is provided, that there is a clear allocation of responsibility for providing assurance and duplication is avoided. (3.4.8.7.1/2)

During the year, the Committee considered assurances about [risk management](#), [internal audit](#), and the [Annual Governance Statement](#), as well as reports from the [external auditors](#).

In addition, during the year, the Committee received reports from first and second line assurance providers, as follows:

In July 2021, the Committee received the Principal Health and Safety Officer's **Annual Corporate Health and Safety Report**. Discussion ensued around issues regarding the delivery and attendance at training; the health and well-being implications of remote working and increased screen time; and a delay in complying with the Improvement Notice issued by the Health and Safety Executive in relation to hand arm vibration syndrome (HAVS). The Committee resolved to accept the report and endorsed the recommendation that the Council should follow the strategic plan for the management of Health and Safety and implement the Corporate Health and Safety Action Plan. However, the Committee also acknowledged that due to the continued Covid 19 situation, the actions in the Corporate Health and Safety Action Plan may be delayed or replaced with more urgent actions to address Covid 19 issues.

In September 2021, the Committee received an annual report from the Senior Information Risk Owner (SIRO) on **information governance**. It set out the SIRO's overview of the Council's compliance with legal requirements and relevant codes of practice in handling corporate information, and provided key data about the Council's information governance including contact with external regulators, security incidents and breaches of confidentiality or near misses, Freedom of Information requests and complaints during the period. It was the SIRO's conclusion that there was significant documented evidence to demonstrate that the Council's data protection and information governance arrangements were 'good'. The Committee discussed what it would entail to improve the arrangements to 'very good' or 'excellent'.

The Committee also noted that the Learning Service as at March 2021 remained non-compliant with regard to implementing actions relating to completing the consent audit and Record of Processing Activities (ROPA) work, and asked the Learning Service to report to the Committee's next meeting with clarification of its arrangements for completing the outstanding work. At its meeting of 9 December 2021, the Learning Service's Business and Performance Manager confirmed that the consent audit had been completed and had been forwarded to the Data Protection Officer, and some further work remained to be done in connection with the ROPA work to ensure that all procedures and processes are in place.

Also in September 2021, the Director of Function (Council Business)/Monitoring Officer provided a report on issues arising under the Council's **Concerns and Complaints Policy** during 2020-21. Discussion ensued around the rights of access to evidence by elected members subject to a complaint to the Ombudsman; the high proportion of complaints attributable to three services; whether a lack of response was as common as anecdotal evidence suggested, as well as noting that the Council received 464 compliments in the same period. The Committee resolved to accept the report as providing reasonable assurance that the Council handles its complaints effectively (3.4.8.1.2).

In September 2021, the Committee received the Director of Function (Council Business)/Monitoring Officer's report setting out the level of **compliance in relation to policy acceptance** via the Council's Policy Portal management system for the fourth year of monitoring. Discussion ensued around the position with regard to policy familiarisation and acceptance for new employees of the Council; whether the issue linked to staff without access to the Policy Portal had been formally registered as a risk on the Corporate Risk Register, and whether other local authorities had been approached about this issue. The Committee resolved to note the current position with regard to policy acceptance across the Council.

In December 2021, the Committee received the **Schools Data Protection Officer's report regarding the key information governance issues in relation to Anglesey's schools** for the period July 2020 to November 2021. Discussion ensued regarding the arrangements in place to follow up on the implementation of the next steps and to monitor compliance. The Committee asked about the implications and severity of the secondary schools cyber incident in June 2021 and the remedial steps taken to safeguard data; the relationship and level of understanding between Hwb (the digital platform for learning and teaching in Wales),

its responsible body and the Council's IT Service; and whether an estimated date for the completion of the information governance work with schools could be given. The Committee resolved to accept the report and to endorse the Schools Data Protection Officer's proposed next steps to enable schools to fully operate in accordance with data protection requirements.

In February 2022, the Committee received the Risk and Insurance Manager's **Annual Insurance report**. The report provided information about how the Council had managed its insurance activity over the last five years and its challenges going forwards. Following discussion around whether excess levels had been reviewed for appropriateness and whether a brokerage service was used when the insurance contract was last tendered, the Committee resolved to accept the report and to note its contents.

In February 2022, the Committee received the **Annual ICT Security report**. The report set out the common cyber threats facing the Council and outlined the mitigating and operational controls that were in place to detect and prevent malicious activity. The Committee resolved to accept the report and to note its contents.

RISK MANAGEMENT

In February 2022, the Committee considered an update on the development and operation of risk management in the Council (3.4.8.8.1/2). Following a comprehensive review by the Senior Leadership Team to focus on risks to the achievement of strategic priorities, a new strategic risk register aligned to the corporate priorities had been developed and replaced the corporate risk register.

The Senior Leadership Team had identified the top five red/critical residual risks to the achievement of the Council's corporate and strategic objectives. The Committee welcomed the streamlined strategic risk register as less cluttered than the previous corporate risk register, making the register easier to understand in terms of the most significant risks faced by the Council.

The Committee discussed the effectiveness of the control measures in terms of reducing both likelihood and impact. In particular, the Committee queried the sufficiency of the control measures with regard to school modernisation with it being noted that there was no specific measure in relation to the supply and demand for school places.

The Committee also noted that the risk assessment matrix had been reviewed.

The Committee resolved to note the amendments made in relation to risk management and in particular the strategic risk register, and to confirm that the Committee took assurance that the Senior Leadership Team had recognised and was managing the risk to the achievement of the Council's priorities.

COUNTERING FRAUD AND CORRUPTION

In July 2021, the Committee received the Head of Audit and Risk's **Annual Counter Fraud, Bribery and Corruption report** for 2020-21 (3.4.8.9.4). Following discussion around housing tenancy fraud and the difficulties caused when housing benefit is paid directly to tenants; sanctions and enforcement in connection with cases of Council Tax and Housing Benefit fraud; disabled parking concessions (blue badges); publicity being a useful tool in deterring fraud; the creation of a counter fraud post; the increased availability and digitisation of information making cross referencing and data checking easier; external audit's role in fraud detection and the importance of educating staff about different types of fraud, the Committee resolved to accept the report and to note its contents.

In September 2021, the Committee considered the Director of Function (Council Business) / Monitoring Officer's report on the effectiveness of the council's **whistleblowing** arrangements (3.4.8.9.1) and were provided with an outline of two whistleblowing concerns received by the Council. Following confirmation from the Monitoring Officer that the Council acted upon both concerns and the results fed back to the whistle-blower, the Committee resolved to accept the report.

In December 2021, the Committee received the Head of Audit and Risk's **Counter Fraud, Bribery and Corruption strategy 2021-24** (3.4.8.9.2/3). Following discussion around the recognition of the need to strengthen the Council's approach to procurement and contract monitoring as an area of high perceived fraud risk; Council Tax Single Person Discount fraudulent claims; disabled parking concession fraud and grant fraud prosecutions; the increased potential for grant fraud arising from Welsh Government's Covid-19 grant support schemes; reference in the report to bribery and corruption; and prosecuting the perpetrators of fraud, the Committee resolved to note the report.

INTERNAL AUDIT

The Governance and Audit committee has overseen the Council's internal audit arrangements (3.4.8.10.1). Through reviewing the Internal Audit Strategy, the Internal Audit Annual Report, and the Internal Audit Charter and regular updates from the Head of Audit and Risk, the Committee has overseen internal audit's independence, objectivity, performance and professionalism, supported the effectiveness of the internal audit process and promoted the effective use of internal audit within the Council's assurance framework (3.4.8.10.2).

In April 2021, the Committee received the **Internal Audit Strategy 2021-22** (3.4.8.10.5/6). Following discussion around risks in relation to the real term reduction in the Council's funding and the potential effect on services, priorities and the Council's financial resilience; the council tax premium on second homes; the rationale for the designation of Ash Die back and Poverty as red inherent risks, the Local Government and Elections (Wales) Act 2021; the Committee resolved to approve the Internal Audit Strategy for 2021-22 and to endorse the approach and priorities outlined as fulfilling the Council's assurance needs.

In May 2021, the Committee considered the **Annual Internal Audit Report 2020-21**, including the Head of Audit and Risk's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control together with the summary of the work supporting the opinion (3.4.8.10.7/8/9). The Head of Audit and Risk confirmed that it was her opinion as the 'chief audit executive' for the Isle of Anglesey County Council that for the 12 months ended 31 March 2021, the organisation had an adequate and effective framework for risk management, governance and internal control.

Within the report, the Committee noted that the next external quality assessment of internal audit is due in June 2022 (3.4.8.10.14).

Discussion ensued around buying in IT Audit expertise from an external provider; training and development of young people; and the pressures on internal audit in 2020-21 both as a result of a reduction in staff and the extra demands created by the pandemic and adjusting to it. In noting the report, the Committee acknowledged the hard work of internal audit in 2020-21 recognising the efforts of its staff in delivering on the internal audit work programme in challenging circumstances, and also their contributions in supporting the wider organisation in its response to the Covid-19 emergency.

In December 2021, the Committee reviewed and approved the **Internal Audit Charter**, which defines the internal audit's activity, purpose, authority and responsibility (3.4.8.10.3). The Committee resolved to approve the continued appropriateness of the Internal Audit Charter and noted the safeguards put in place to limit impairments to independence and objectivity arising from additional roles or responsibilities outside of internal auditing of the Head of Audit and Risk (3.4.8.10.13).

Throughout the year, the Committee received updates on the work of internal audit including key findings, issues of concern, management responses and action in hand as a result of internal audit work (July, September, December 2021 and February and April 2022). The Committee considered summaries of specific internal audit reports as requested, including full copies of Limited Assurance reports, along with the action plan agreed with management (3.4.8.10.10).

The Committee monitored the implementation of agreed actions through the receipt of two reports, in September 2021 and April 2022 respectively (3.4.8.10.10/11). In September 2021, on discussing the report, the Committee confirmed that the level of detail included in the report met the Committee's assurance needs in this area. In April 2022, following discussion around the risk of extending target dates for actions, the Committee resolved to note the Council's progress in addressing the outstanding internal audit Issues/Risks.

The Committee and the Head of Audit and Risk engage effectively (3.4.8.10.16). In particular, the Chair of the Governance and Audit Committee made himself available for the Head of Audit and Risk at all times, including providing the opportunity for a private meeting with the Committee, if requested (3.4.8.10.17).

EXTERNAL AUDIT

The Committee oversees the external audit arrangements and considers the scope and depth of external audit work. In April 2021, the Committee received Audit Wales's Plan for 2020-21, which set out the work proposed to be undertaken in relation to the financial audit, the performance audit programme for the year, along with the programme of grant certification work and audit reporting timetable (3.4.8.11.1/3).

In November 2021, the Committee considered the external auditor's annual letter and the report to *'those charged with governance'* (3.4.8.11.1/2). Following discussion around changes to the figures for 2019-20; payments made to and owed by Betsi Cadwaladr University Health Board; changes to the figures in the draft accounts; clarity around the format of the accounts; and a request for a meeting between Audit Wales and the Committee with regard to streamlining the accounts; it was resolved to note the external auditor's report for its audit of the 2020-21 Financial Statements.

In February 2022, the Committee received Audit Wales's Annual Audit Summary report for 2021, which showed a summary of the outcome of each piece of work completed. The Committee resolved to note the report.

During the year, the Committee received quarterly updates (in June 2021, December 2021 and February 2022) and external audit reports, including an assessment of the financial sustainability of the Council (September 2021); a Progress Review of the North Wales Growth Deal (by the North Wales Economic Ambition Board) (September 2021); Workforce Planning (September 2021); Student Finance (December 2021); Commissioning Older People's Care Home Placements (February 2022); Counter Fraud Arrangements (February 2022); and Regenerating Town Centres in Wales (February 2022).

The Committee monitored the implementation of external audit recommendations and received a report from the Head of Profession (HR) and Transformation in December 2021, setting out how the Council had responded to external audit reports regarding the Council and national reviews, and their related recommendations (3.4.8.11.3).

Although there is an opportunity for the Governance and Audit committee to meet privately and separately with the external auditor, this opportunity was not exercised during the year (3.4.8.11.5).

FINANCIAL REPORTING

The Committee reviews and scrutinises the Council's financial affairs, making reports and recommendations in relation to them (3.4.8.12.1).

In June 2021 and November 2021, the Committee reviewed, prior to approval by full Council, the authority's draft and final annual financial statements for 2020-21 respectively, including the explanatory foreword, key messages, trends, consistency with financial performance, suitability of and compliance with accounting policies and treatments and major judgmental areas (3.4.8.12.2).

Also in June 2021, in considering the draft financial statements, the Committee discussed a range of factors, including the increase in the figure for Debtors (up £4m from 2019-20) as well as for bad debt provision including for Council Tax and rents; the Authority's Council Tax collection rate for 2020-21 falling from in the region of 97% to 95.5%; whether refunds for examination fees paid in full or in part by schools would appear in the 2020-21 or 2021-22 balance sheet; and whether the increase in the net liability on the Local Government Pension Scheme had implications for the future security of the scheme.

The Committee also discussed the Council's intentions with regard to helping people in urgent housing need given that the Housing Revenue Account showed that the Council's housing stock had increased by only three units from 2019-20, and the use to which the resources earmarked for this purpose had actually been put if they had not been spent on acquiring stock. The Committee also discussed the need to monitor the allocation of funding under the UK Shared Prosperity Fund to ensure that Wales receives its fair share; the prudence of using the Council's reserves to fund revenue expenditure; and the delivery rate on the 2020-21 Capital Programme and budget. Following these discussions with the Director of Function (Resources) and Section 151 Officer, the Committee resolved to note the draft unaudited main financial statements for 2020-21.

In November 2021, the Committee considered the external auditor's report to '*those charged with governance*' on issues arising from the audit of the accounts, and whether they needed to be brought to the attention of the Council (3.4.8.12.3). Following discussion (see [External Audit](#) above), the Committee resolved to note External Audit's Report on the Financial Statements for 2020-21.

APPENDIX A: FREQUENCY OF MEETINGS AND ATTENDANCE

Members	25/05/21	23/06/21 ³	20/07/21	21/09/21	21/10/21 ⁴	15/11/21 ²	09/12/21	08/02/22	19/04/22	Total meetings attended
Cllr Peter Rogers (Chair)	✓	✓	✓	✓	✓	✓	Apologies	✓	Apologies	7 / 9
Mr Dilwyn Evans (Lay Member) (Vice Chair)	✓	✓	✓	✓	✓	✓	✓	✓	✓	9 / 9
Cllr Jeff Evans	✓	✓	✓	Absent	✓	✓	✓	Apologies	Absent	6 / 9
Cllr John Griffith	✓	✓	✓	✓	✓	✓	✓	✓	✓	9 / 9
Cllr Richard Griffiths	✓	✓	Apologies	Absent	✓	✓	✓	✓	Apologies	6 / 9
Cllr Gwilym O. Jones	✓	Apologies	✓	✓	Apologies	Apologies	✓	✓	Apologies	5 / 9
Cllr Dylan Rees	✓	✓	✓	✓	✓	✓	✓	✓	Apologies	8 / 9
Cllr Alun Roberts	✓	✓	✓	✓	✓	Apologies	✓	✓	✓	8 / 9
Cllr Margaret M. Roberts	✓	✓	✓	Apologies	✓	✓	Apologies	✓	✓	7 / 9
Cllr Robin Williams (Finance Portfolio Holder)	✓	✓	✓	✓	✓	✓	✓	✓	✓	9 / 9
Total for Committee⁵	10	9	9	7	9	8	8	9	5	

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³ Special meeting to consider draft Statements of Accounts and Annual Governance Statement only

⁴ Special meeting to consider final Statements of Accounts, Annual Governance Statement and External Audit Report on Financial Statements (ISA 260) only

⁵ In accordance with the Committee's Terms of Reference, the committee consists of eight elected members and one lay member. Elected members will not be members of the Executive, but the Finance Portfolio Holder is required, as far as possible, to attend all meetings of the Committee.

APPENDIX B: MEMBER TRAINING 2019-20 TO 2021-22

	Treasury Management	Development Day for Audit Committee (CIPFA)	Safeguarding	GDPR	Planning Matters	Domestic Abuse of Older People	Prevent	Microsoft Teams	Understanding the Impact of Covid-19 (CIPFA)	Informal Zoom Training	Cyber Awareness (eLearning)	Code of Conduct for Members	Equality Impact Assessment
Cllr Peter Rogers (Chair)	2019-20									2020-21			2019-20
Mr Dilwyn Evans (Lay Member) (Vice Chair)	2019-20	2019-20					2019-20		2020-21	2020-21	2019-20		
Cllr Jeff Evans										2020-21		2021-22	
Cllr John Griffith	2019-20		2019-20	2019-20	2019-20			2020-21		2020-21	2019-20		2019-20
Cllr Richard Griffiths	2019-20				2019-20	2019-20		2020-21		2020-21			
Cllr Gwilym O. Jones	2019-20				2019-20			2020-21		2020-21			2021-22
Cllr Dylan Rees	2019-20		2019-20		2019-20			2020-21		2020-21			2019-20
Cllr Alun Roberts	2019-20		2019-20					2020-21		2020-21			2021-22
Cllr Margaret M. Roberts	2019-20				2019-20			2020-21		2020-21	2021-22		

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