

**CYNGOR GWYNEDD GOVERNANCE AND AUDIT COMMITTEE  
DECISION NOTICE**

**(Section 100C of the Local Government Act 1972 (as amended by the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020)**

**25 May 2023**

**Virtual Meeting**

**Present:**

**Councillors:** Menna Baines, Jina Gwyrfai, Elwyn Jones, Meryl Roberts, Richard Glyn Roberts, Huw Rowlands, Paul Rowlinson, Rob Triggs and Elfed Wyn ap Elwyn

**Lay Members:** Sharon Warnes, Hywel Eifion Jones, Clare Hitchcock, Carys Edwards and Rhys Parry

**Officers:**

Dewi Morgan (Head of Finance Department), Sian Pugh (Assistant Head of Finance - Sustainability and Developments), Caren Rees-Jones (Group Accountant - Capital and Management), Luned Fon Jones (Internal Audit Manager), Bleddyn Rhys (Audit Leader), Caleb Lewis (Cynllun Yfory - Finance and Accountancy Professional Trainee), Osian Elis (Executive Officer) and Lowri Haf Evans (Democracy Services Officer)

**Others invited:**

Councillor Ioan Thomas (Cabinet Member for Finance)

Item 8: Dewi Wyn Jones (Executive Support Leader), Alan Hughes (Audit Wales) and Yvonne Thomas (Audit Wales)

Item 9: Iwan Evans (Head of Legal Service), Vera Jones (Democracy and Language Services Manager)

**Apologies:**

Apologies were received from Cllr Angela Russell

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<b>Date of GOVERNANCE AND AUDIT COMMITTEE Meeting</b>	25 May 2023
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**SUBJECT**

**Item 1: ELECTION OF CHAIR**

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**DECISION:**

**TO RE-ELECT COUNCILLOR SHARON WARNES AS CHAIR OF THE COMMITTEE FOR 2023/24**

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**THE RESULT OF THE VOTE**

In favour	9
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD GOVERNANCE AND AUDIT COMMITTEE  
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**Date of GOVERNANCE AND AUDIT COMMITTEE Meeting**

**25 May 2023**

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**SUBJECT**

**Item 2: ELECTION OF DEPUTY CHAIR**

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**DECISION:**

**TO RE-ELECT COUNCILLOR EIFION JONES AS DEPUTY CHAIR OF THE COMMITTEE FOR 2023/24**

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**THE RESULT OF THE VOTE**

In favour	12
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD AUDIT AND GOVERNANCE COMMITTEE  
DECISION NOTICE**

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<b>Date of GOVERNANCE AND AUDIT COMMITTEE Meeting</b>	<b>25 May 2023</b>
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**SUBJECT**

**Item 7: IMPLEMENTING THE DECISIONS OF THE COMMITTEE**

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**DECISION:**

**To accept the report**

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**THE RESULT OF THE VOTE**

In favour	13
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD AUDIT AND GOVERNANCE COMMITTEE  
DECISION NOTICE**

**(Section 100C of the Local Government Act 1972 (as amended by the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020)**

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25 May 2023
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**SUBJECT**

**Item 8: AUDIT WALES REPORTS**

**Audit Wales' Quarter 4 Work Programme  
Annual Audit Summary 2022  
Audit Plan**

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**DECISION:**

**To accept the reports**

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**THE RESULT OF THE VOTE**

In favour	14
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD GOVERNANCE AND AUDIT COMMITTEE  
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**SUBJECT**

**Item 9: LOCAL GOVERNMENT AND ELECTION (Wales) ACT 2021**

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**DECISION:**

**To accept the report**

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**THE RESULT OF THE VOTE**

In favour	13
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**SUBJECT**

**Item 10: INTERNAL AUDIT CHARTER**

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**DECISION:**

**To accept the report and approve the Internal Audit Charter**

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**THE RESULT OF THE VOTE**

In favour	13
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**SUBJECT**

**Item 11: OUTPUT OF THE INTERNAL AUDIT SECTION**

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**DECISION:**

- To accept the report
- To support the actions that have already been agreed with the relevant services
- To refer the 3 limited fields to the Improvement Working Group
  - Planning - Communication Arrangements
  - Deprivation of Liberty Safeguards Measures
  - Smallholdings

**Note: Appendix 10 Staff Recruitment and Retention Arrangements. Actions.**  
**Bullet point 3 'Move from the exit form system to the Council's Self-service system but continue to prioritise face-to-face interviews as a means of ascertaining individuals' reasons for leaving their jobs'**

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**THE RESULT OF THE VOTE**

In favour	13
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

Carys Edwards - Lay Member Appendix 12 - Smallholdings, since she is a tenant of one of the Council's smallholdings. It was a prejudicial interest and therefore she left the meeting during the discussion on the subject

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**SUBJECT**

**Item 12: ANNUAL REPORT OF THE HEAD OF INTERNAL AUDIT**

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**DECISION:**

- **To accept the report in accordance with the requirements of the Public Sector Internal Audit Standards for the 2022/23 financial year.**
  - **To re-establish the Controls Improvement Working Group.**
    - **Membership to include Sharon Warnes (Chair), Eifion Jones (Vice-chair).  
Rhys Parry, Meryl Roberts and Carys Edwards volunteered**
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**THE RESULT OF THE VOTE**

In favour	14
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD GOVERNANCE AND AUDIT COMMITTEE  
DECISION NOTICE**

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<b>Date of GOVERNANCE AND AUDIT COMMITTEE Meeting</b>
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25 May 2023
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**SUBJECT**

**Item 13: INTERNAL AUDIT STRATEGY AND THE ANNUAL AUDIT PLAN 2023/2024**

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**DECISION:**

**To accept the report and approve the Internal Audit Strategy and Annual Audit Plan**

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**THE RESULT OF THE VOTE**

In favour	14
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD GOVERNANCE AND AUDIT COMMITTEE  
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**SUBJECT**

**Item 14: FINAL ACCOUNTS 2023 / 2024 – REVENUE OUT-TURN**

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**DECISION:**

- **To accept the report**
  - **To note the relevant risks**
  - **To support the recommendation for the Cabinet (13 June 2023) to approve the amounts to be carried forward; to approve all recommendations and financial virements**
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**THE RESULT OF THE VOTE**

In favour	14
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD GOVERNANCE AND AUDIT COMMITTEE  
DECISION NOTICE**

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**SUBJECT**

**Item 15: 2022-2023 CAPITAL PROGRAMME - END OF YEAR REVIEW (31 MARCH 2023 POSITION)**

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**DECISION:**

- To accept the report
- To note the relevant risks
- To support the recommendation to the Cabinet (13 June 2023) to approve the expenditure of £37,131,000 on the capital programme during the 2022/23 financial year and to approve the revised funding.

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**THE RESULT OF THE VOTE**

In favour	14
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**SUBJECT**

**Item 16: THE JOINT PLANNING POLICY SUB-COMMITTEE'S FINAL ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2023**

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**DECISION:**

To accept the report

To Approve:

- The Revenue Income and Expenditure Account 2022 / 23
- Annual Return for the year ending 31 March 2023, subject to audit by Audit Wales
- The Chair to sign the form electronically

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**THE RESULT OF THE VOTE**

In favour	14
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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**CYNGOR GWYNEDD GOVERNANCE AND AUDIT COMMITTEE  
DECISION NOTICE**

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**SUBJECT**

**Item 17: FINAL ACCOUNTS OF GWYNEDD HARBOURS FOR THE YEAR ENDING 31 MARCH 2023**

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**DECISION:**

To accept the report

To approve:

- The Revenue Income and Expenditure Account 2022 / 23
- The Annual Return for the year ending 31 March 2023, subject to audit by Audit Wales
- The Chair to sign the form electronically

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**THE RESULT OF THE VOTE**

In favour	14
Against	0
Abstentions	0

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**DECLARATIONS OF PERSONAL INTEREST AND PROTOCOL MATTERS**

No declarations of personal interest or relevant dispensations were received.

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