

Meeting of:	Governance and Audit Committee
Date of Meeting:	Monday, 15 September 2025
Relevant Scrutiny Committee:	Resources Scrutiny Committee
Report Title:	Governance and Audit Committee Decision and Action Tracking.
Purpose of Report:	To provide members of the Committee with a tracking record of decisions made and actions requested by the Governance and Audit Committee during the current Municipal Year (May 2025 to April 2026)
Report Owner:	Director of Corporate Resources
Responsible Officer:	Gareth Davies, Democratic and Scrutiny Services Officer
Elected Member and Officer Consultation:	No Elected Members have been consulted. Director of Corporate Resources Head of Regional Internal Audit Service
Policy Framework:	There is no impact on the policy framework and procedure rules.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • A Decision Tracking record has been devised to assist the Committee in tracking the decisions made and actions requested in the exercise of its functions. • A record of the outstanding formal decisions/resolutions made by the Governance and Audit Committee made during the 2024/25 Municipal Year is attached at Appendix A. • Appendix B is a record of outstanding decisions/resolutions for the current municipal year and also includes informal actions raised by Committee members during meetings. • The Committee is recommended to note the contents of Appendix A and Appendix B and make comments, as appropriate. • It is recommended that the Governance and Audit Committee be kept regularly apprised off all outstanding decisions and / or resolutions and actions. 	

Recommendation

1. That the Governance and Audit Committee notes the contents of the report and makes comments as appropriate.

Reason for Recommendation

1. To advise the Governance and Audit Committee of progress in relation to its decisions and actions requested.

1. Background

- 1.1 At its meeting held on 23rd September, 2024, Members of the Governance and Audit Committee requested a tracking log / record in order to monitor the progress and outcomes of all formal decisions it had made during the Municipal Year in exercising its functions.
- 1.2 Subsequently, a Decision Tracking record has been devised and populated by Democratic Services.

2. Key Issues for Consideration

- 2.1 Decision Tracking record has been devised to assist the Committee in tracking the decisions made in the exercise of its functions.
- 2.2 A record of outstanding formal decisions made by the Governance and Audit Committee during the 2024/25 Municipal Year is attached at Appendix A.
- 2.3 Appendix B is a record of outstanding decisions/resolutions for the current municipal year and also includes outstanding informal actions raised by Committee members during meetings.
- 2.4 The Committee is recommended to note the contents of Appendices A and B and make comments, as appropriate.
- 2.5 The Governance and Audit Committee will be kept regularly apprised off all outstanding decisions/resolutions including informal actions.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 The tracking of resolutions and decisions made by the Governance and Audit Committee, assist with ensuring that actions are dealt with in a timely manner. It also assists with ensuring that the Governance and Audit Committee carries out its functions and aids transparency and work programming. Actions missed could

undermine the positive contribution that the Committee makes to both short and long-term service improvement and the Council's Well-Being Objectives.

4. Climate Change and Nature Implications

4.1 None as a consequence of this report.

5. Resources and Legal Considerations

Financial

5.1 None as a consequence of this report.

Employment

5.2 None as a consequence of this report.

Legal (Including Equalities)

5.3 None as a consequence of this report.

6. Background Papers

DECISION TRACKING RECORD- GOVERNANCE AND AUDIT COMMITTEE 2024/25

APPENDIX A

Meeting Date	Report Title	Resolution by Governance and Audit Committee	Completed/Outstanding
23rd September 2024	GOVERNANCE AND AUDIT COMMITTEE SELF-ASSESSMENT OF KNOWLEDGE AND SKILLS	Report noted and training programme for members of Governance and Audit Committee to be devised.	ONGOING - TRAINING PROGRAMME TO BE DEvised

DECISION TRACKING RECORD- GOVERNANCE AND AUDIT COMMITTEE 2025/26
APPENDIX B

Meeting Date	Report Title	Formal Resolution or Informal Action	Resolution or Action requested by Governance and Audit Committee	Completed/Outstanding
23rd June 2025	Corporate Concerns and Complaints Policy Review.	Formal Resolution	T H A T the views of the Governance and Audit Committee in relation to the policy be referred to Cabinet. The comments relating to the following:• For further clarity to be added in relation to the regularity of complaints being reported to the Strategic Leadership Team which would be on a quarterly basis rather than six monthly. • That narrative be included to outline within the policy how the Council would learn from complaints received. • For narrative to be included within the policy to outline what was a complaint and how the Council would address identified areas for improvement	COMPLETED Referred to Cabinet 4th September 2025 - Cabinet noted comments of G&A.
23rd June 2025	Corporate Risk: Quarter 4 Update.	Formal Resolution	Report noted and comments referred to Cabinet: Concern regarding the risks associated with the delivery of major regeneration projects such as Barry Marina. • Issues regarding the Cardiff Region City Deal and the impact of the legal settlement relating to Aberthaw power station. • Contract over runs and over spends for some projects where the costs had doubled from initial estimates.	COMPLETED Referred to Cabinet 4th September 2025 - Cabinet noted comments of G&A.
23rd June 2025	Vale of Glamorgan Council Setting Well-being Objectives Examination.	Formal Resolution	Report noted and referred to Cabinet.	COMPLETED Referred to Cabinet 4th September 2025 - Cabinet noted comments of G&A.
23rd June 2025	Vale of Glamorgan Council Annual Audit Summary 2024.	Formal Resolution	Report noted and comments referred to Cabinet: Concern in regard to the delays around the finalisation of the accounts for the Cardiff Region City Deal, which also impacted upon the finalisations of the statement of accounts for the Vale of Glamorgan Council.	COMPLETED Referred to Cabinet 4th September 2025 - Cabinet noted comments of G&A.
23rd June 2025	Vale of Glamorgan Council Annual Audit Summary 2024.	Formal Resolution	T H A T the Chair of the Governance and Audit Committee writes to the Auditor General for Wales to express the Committee's concern of the delays in finalisation the accounts for the Cardiff Region City Deal, which should be produced in a more timely manner.	Ongoing - letter of response to be considered by the Committee on 13th October 2025
23rd June 2025	Q4 Audit Wales Work Programme Update 2024/5 – Vale of Glamorgan Council.	Formal Resolution	Report noted and referred to Cabinet.	COMPLETED Referred to Cabinet 4th September 2025 - Cabinet noted comments of G&A.
23rd June 2025	Audit Wales: Vale of Glamorgan Council Audit Plan 2025.	Formal Resolution	Report noted and referred to Cabinet.	Ongoing - referred to Cabinet - 18th September 2025
21st July 2025	Annual Treasury Management Report 2024/25	Formal Resolution	Report noted and referred to Full Council (29th September)	Ongoing - referred to Council - 29th September 2025
21st July 2025	Vale of Glamorgan Council Annual Self-Assessment 2024-25	Formal Resolution	Report noted and comments referred to Cabinet: •For the presentation of calculations in relation to the percentages of actions and measures completed to be more clearly defined; •For any trends relating to the direction of travel of different judgements over time to be considered and presented; •The importance to explore the potential for partner engagement in the self-assessment process; •For an easy to read/ young person's version of the self-assessment to be devised post consultation.	COMPLETED Referred to Cabinet 4th September 2025 - Cabinet agreed comments of G&A as per amendments made to Final Draft version.
21st July 2025	Mid-Year Review of the Whistleblowing Policy and Reported Incidents	Formal Resolution	Report noted and further update reports to be presented.	COMPLETED
21st July 2025	Reporting Arrangements for Joint Committee Meetings	Formal Resolution	Report noted and an update report provided to indicate where the minutes of Joint Committee meetings will be reported to as part of the Council's democratic process.	Ongoing - report to be considered 15th by Committee on 15th September 2025.
21st July 2025	Urgent and Emergency Care: Flow out of Hospital - Cardiff and Vale Region	Formal Resolution	Report noted and referred to Cabinet.	Ongoing - referred to Cabinet - 18th September 2025
21st July 2025	Vale of Glamorgan Council: Review of Arrangements for Commissioning Services	Formal Resolution	Report noted and referred to Cabinet.	Ongoing - referred to Cabinet - 18th September 2025
21st July 2025	Vale of Glamorgan Council: Review of Arrangements for Commissioning Services	Informal Action	For the full schedule of the areas covered by the review to be shared with Committee members.	Ongoing - passed to Head of Finance / Section 151 Officer
21st July 2025	Q1 Update: Audit Wales Work Programme 2025 – Vale of Glamorgan Council	Formal Resolution	Report noted and referred to Cabinet.	Ongoing - referred to Cabinet - 18th September 2025
21st July 2025	Q1 Update: Audit Wales Work Programme 2025 – Vale of Glamorgan Council	Informal Action	For the review into Corporate Joint Committees , could that also look at the finalisation of the Joint Committee's accounts.	COMPLETED - passed to Audit Wales
21st July 2025	Governance and Audit Committee Decision and Action Tracking	Formal Resolution	Report noted.	COMPLETED

Meeting Date	Report Title	Formal Resolution or Informal Action	Resolution or Action requested by Governance and Audit Committee	Completed/Outstanding
21st July 2025	Unaudited Statement of Accounts 2024/25	Formal Resolution	Report noted and the Chair of the Governance and Audit Committee write to the Chief Executive of the South East Wales Corporate Joint Committee expressing concern about the delay of the Statement of Accounts and also to express the Committee's concern regarding the impact that it is having upon the production of the Vale of Glamorgan Council's draft Statement of Accounts	Ongoing - letter of response to be considered by the Committee on 13th October 2025
21st July 2025	Draft Annual Governance Statement 2024-25.	Formal Resolution	The draft Annual Governance Statement for 2024-25 be recommended for adoption by the Leader and Chief Executive.	COMPLETED
21st July 2025	Draft Annual Governance Statement 2024-25.	Informal Action	For future versions and for each individual principle, it would be useful to include what had gone well in the year, what targets had been met in terms of areas of improvement and to highlight those areas of improvement that had not been met.	COMPLETED - passed to Head of Finance / Section 151 Officer
21st July 2025	Financial Management Code 2024-25 Update	Formal Resolution	Report noted and referred to Cabinet.	Ongoing - referred to Cabinet - 18th September 2025
21st July 2025	Annual Corporate Fraud Report 2024-25	Formal Resolution	Report noted.	COMPLETED
21st July 2025	Forward Work Programme 2025/26	Formal Resolution	Report endorsed.	COMPLETED