

**MINUTES OF A MEETING OF THE GOVERNANCE AND AUDIT COMMITTEE HELD  
AT BY ZOOM ON MONDAY, 13 JUNE 2022**

**PRESENT:**

Independent (Lay Members): L Hamilton, G Hall, J Brautigam.  
County Councillors G Breeze, P Lewington, W Powell, G Ratcliffe, C Walsh,  
A Williams.

Officers: Ian Halstead (Assistant Director for Powys - SWAP), Jane Thomas (Head of Finance), Wyn Richards (Scrutiny Manager and Head of Democratic Services) and Phil Pugh (Audit Manager – Finance, Audit Wales)

<b>1.</b>	<b>ELECTION OF CHAIR</b>
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**RESOLVED** that Lynne Hamilton be elected Chair for the ensuing year.

<b>2.</b>	<b>ELECTION OF VICE-CHAIR</b>
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**RESOLVED** that John Brautigam be elected Vice-Chair for the ensuing year.

<b>3.</b>	<b>APOLOGIES</b>
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An apology for absence was received from County Councillor David Thomas (Cabinet Member for Finance and Corporate Transformation)

<b>4.</b>	<b>DECLARATIONS OF INTEREST</b>
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There were no declarations of interests by Members relating to items to be considered on the agenda.

<b>5.</b>	<b>APPOINTMENT TO THE FINANCE PANEL</b>
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**RESOLVED** that Gareth Hall be appointed as the Independent (Lay) Member on the Finance Panel.

<b>6.</b>	<b>APPOINTMENT OF AN INTERNAL AUDIT WORKING GROUP</b>
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The Committee suggested that a Task and Finish Group should be established as required. Membership of the Working Group would be determined by the subject area under consideration and which of the Committee's Members were best suited to undertake the work depending on their individual skills. The Committee also agreed that a skills audit of members be undertaken to assist the selection process for the Working Group. It was further agreed that there may be instances when the subject necessitated the Committee meeting in full to consider the issue.

**RESOLVED:**

- (i) that an Internal Audit Working Group be established to meet as and when required;
- (ii) that membership of the Working Group be determined on a subject by subject basis;

- (iii) that a skills audit of members be undertaken;
- (iv) that the Working Group comprise between 3 and 5 Members as a general principle;
- (v) that the Working Group should comprise a minimum of 1 Lay Member and 1 Councillor.

<b>7.</b>	<b>WORK PROGRAMME</b>
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The Committee noted the draft work programme, and that further development would be undertaken by the Chair in consultation with officers. The Committee commented that there were matters from the previous administration which had not been concluded. In addition, there was a need for the council to undertake a lessons learned exercise in relation to HOWPS.

**Lynne Hamilton (Chair)**