

## Governance & Audit Committee Matters Arising Schedule

### Purpose:

To consider progress on the matters arising from previous Governance & Audit Committee meetings.

**Recommendation:** That members note progress on the matters arising and request corrective action if necessary.

### Matters arising Schedule

Meeting	Governance and Audit Committee				
Status	Title	Action Required	Comments	Due Date	Allocated To
Black	Emergency Planning Information Distribution	<p>To provide assurance, possibly via the Members Bulletin / Newsletter or a separate update to Members on</p> <p>Taken from minute 19 of the 25 July 2023 Governance and Audit Committee:</p> <p>"By way of reassurance Members were advised that West Lindsey District Council was part of a Lincolnshire wide emergency planning group which met regularly and undertook emergency planning scenarios, testing procedures for such situations, at a District, County, Regional and National level, depending on the scenario. Only in the last few months had there been an extensive exercise in response to national news of potential power cuts, all local agencies had attended, including health, police and local authorities. Information learned through planning exercises helped formulate an emergency plan, in the event an emergency realised.</p>	<p>Update (4 September 2023): Response from Ady Selby to Cllr Brockway on Operation Mighty Oak. In March, there was a three-day national emergency planning exercise based on the scenario of a total loss of power due to a technical issue with the electricity transmission system. A number of officers from West Lindsey participated in this multi-agency exercise, with three representatives being based at the County Emergency Centre in Lincoln for the duration of the event. As you can imagine, an exercise of this size was extremely complex, with Resilience Forums from around the country taking part. National Government indicated the Lincolnshire Resilience Forum's involvement was extremely valuable, both at strategic and technical levels. Obviously, there was a lot of learning resulting from Operation Mighty Oak, and the County Council Emergency Planning Team are producing a comprehensive report with any</p>	27/10/23	Ady Selby

		Members indicated the robust answer gave great assurance and indicated that it would be useful to receive further information on such emergency planning exercises via a report to Members Bulletin."	recommendations to be used to update our internal Emergency and Business Continuity Plans. We have an Emergency and Business Continuity Plan which was approved by Members in September 2021. It is regularly updated by myself (Director of Operational and Commercial Services) with support from an officer from the Emergency Planning Team. The plan includes procedures for officers to contact each other via mobile phones and we do have both strategic and operational 24/7 out of hours arrangements in place. Officers have each other's mobile numbers in emergencies. We also have a satellite phone which can be used if mobile networks go down.		
<b>Black</b>	Counter Fraud Assessment Report to be added to Workplan	Taken from Minute 19 of the 25 July 2023 Governance and Audit Committee meeting: "RESOLVED that:- ...a full Counter Fraud Risk Assessment be procured and carried out in Quarter 2 2023-24 with the results reported back to the November 2023 Governance and Audit Committee."	Update (15 September 2023): Report added onto the workplan.	18/09/23	Emma Foy
<b>Black</b>	Request for wider economic information to be presented to Members.	Action taken from the minutes of the meeting on 13 June 2022: "Members commented on how understanding the bigger picture was often of assistance, and those with County Council experience, referenced reports provided to Members which demonstrated investments, yields, gilts, interest rates and the like. Officers confirmed	Ongoing action. Please do provide information/updates from the Treasury Advisors to Members of the Committee. This could be in a separate email, or as part of the Members Bulletin. Please do indicate once in place and progressing. Update (15 September 2023): First update to be included in September 2023 Member's Bulletin. Regular	26/09/23	Peter Davy

		that they did receive something similar from the Council's Treasury Advisors on a monthly basis and could share that with Members."	checks to be made by the Democratic and Civic Officer of future updates.		
<b>Green</b>	Update on actions and governance related to Water-stress issues in Lincolnshire	Taken from the minutes of the meeting on 13 June 2023: "On a query about the local industrial strategy, and the affect of operating in a water stress county in consideration for longer term preparation, Members learned that the Chief Executive Officer had recently attended and worked on water related matters, and that an update to Members was possible."	See action required. Update (30 June 2023): Please do provide information on the actions and governance of water related stress to the Committee. This could be through a separate email or as part of the Member Newsletter. Please indicate when completed.	26/09/23	Emma Foy
<b>Green</b>	Local Authority Financial Benchmarking Distribution	Taken from the minutes on 13 June 2023: "In a query about the placement of the Authority within the national picture, the Section 151 Officer explained that a new Local Government Office had been set up and was scheduled to benchmark financial information. The first report on reserves had been released, and future reports were scheduled to be shared."	Ongoing action. See action required. This could be in the Members Newsletter as a regular item.	28/11/23	Emma Foy