

Extract Emails January 2019

From: Wales Audit Office
Date: 24/01/2019 14:16
To: Correspondent
Subject:Merthyr CBC - Minutes Not fit for purpose

Thank you for your recent email dated 24 January.

Your email has been passed onto the relevant audit team for consideration.

If it is helpful to you, the Auditor General has published a guidance for correspondents leaflet on our website, which provides information on raising a concern with the Auditor General and the Wales Audit Office. The leaflet can be accessed using the following link:

https://www.wao.gov.uk/sites/default/files/download_documents/correspondents_leaflet_final_english.pdf

The email you sent contains personal information about you - for example, your name and address. We will process your personal data in accordance with data protection laws applicable in the UK.

Our full privacy notice is available on our website at: <http://www.audit.wales>

Kind regards,

On behalf of the Wales Audit Office
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E-mail: info@audit.wales
Swyddfa Archwilio Cymru: www.archwilio.cymru
Wales Audit Office: www.audit.wales

From: Correspondent
Sent: 24 January 2019 13:57
To: Wales Audit Office
Subject:Merthyr CBC - Minutes Not fit for purpose

I note from a recent audit report that a comment was made regarding the minutes of Council Committee Meetings.

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The minutes show details of questions that were asked about the specific report. The minutes, however, just state that the questions were answered by Officers. With no record in the minutes of what were the answers and of whom gave those answers there can be no accountability to check if the answers were correct and, if not, which officer can be held to be accountable.

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Regards

Extract Emails February 2019

From: Wales Audit Office
Date: 21/02/2019 12:06
To:

Dear

Thank you for your email. The sources we refer to are:

(a) the Local Government Act 1972 sets out the basic requirement on local authorities to keep minutes, though it sets out few requirements as to the contents of those minutes;

(b) the main requirements as to contents of minutes is set out in the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) Regulations 2001 (SI 2001/2290) and concern "executive decisions" (so do not apply to overview and scrutiny committees).

Please note that whilst we can set out what we understand the sources to be, this should not be regarded or relied upon as legal advice.

Kind regards,

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From:
Sent: 14 February 2019 11:36
To: Wales Audit Office

Thank you for your response.

I understand that the Council may be meeting legal requirements for record keeping and would be interested to know the source of those legal requirements.

However, I note that you encourage the Council to provide more extensive coverage of discussion so as to enhance the transparency of its proceedings.

.....

Regards

From : Wales Audit Office
Date : 14/02/2019 - 10:32 (GMTST)
To :

Thank you for your email, particularly given your interest in the Auditor General's recent report, Overview and Scrutiny: Fit for the Future?

While we appreciate your discontent at the level of detail of recording of the council's discussions, I think we should explain that it is our understanding that the council is meeting the legal requirements for record-keeping.

Our report's recommendations are not legally-binding, and we cannot compel the council to change its minute-taking practice. Nevertheless, we continue to consider that it would be helpful for the council to provide more extensive coverage of discussion so as to enhance the transparency of its proceedings, as we have set out in our report, and we intend to follow-up on this issue in future work with the council. It is therefore helpful that you have shared your views with us.

Kind regards,

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