

**Audit, Standards and Risk Committee**

27 January 2022

**Actions and Matters Arising from the  
 SYMCA Audit, Standards and Risk Committee  
 held on 21 October 2021**

Minute No	Action	Action Owner	Status/Update
22	<p><b>Work Plan</b>            R Jarvis requested that the Risk Dashboard be presented as a standing item at future meetings (apart from the July meeting).</p> <p>ACTION: Update the Work Plan.</p>	Christine Marriott	<p><b>Action Complete</b></p> <p>Work Plan has now been updated and Risk Dashboard to be presented at all ASRC meetings (apart from in July).</p>
24	<p><b>Health and Safety Update</b></p> <ul style="list-style-type: none"> <li>• R Adams advised that she would liaise with the Health and Safety Advisor as to whether work had been undertaken to identify whether any improvements could be made at the Barnsley Interchange and what mitigation measures were in place with regards to the specific elevator incident referred to in the report.</li> <li>• A written response would be provided as to the monitoring of speed limits at the Barnsley Interchange and whether operators were abiding by the set speed limit.</li> </ul>	Ruth Adams	<p>Health and Safety Advisor has reviewed the measures in place at Barnsley Interchange at the time of the lift incident and found them to be sufficient. No further improvements can be made.</p>
25	<p><b>Strategic Risk Monitoring</b>            R Adams concluded that a concerted view of the Management Board's top risks would be brought to the Committee.</p>	Ruth Adams	<p>This is work in progress – an internal workshop has been held and some additional work to scope the risks and controls is underway.</p>

Minute No	Action	Action Owner	Status/Update
27	<p><b>Governance Improvement Plan 2021/22 - Progress Update</b></p> <p>In response to a question regarding plans to improve committee attendance, Dr Adams advised that a stocktake would be undertaken and followed up with local authorities as required. The Chair also voiced concerns as to attendance and it was confirmed that member attendance statistics were published and included with the Annual Report.</p>	Christine Marriott/ Councillor Lofts	<p><b>Action Complete</b></p> <p>Letter sent to party whips for each of the Local Authorities party whips asking them to remind Elected Members of the importance of attending MCA Board meetings.</p> <p>Cllr Lofts has also written to Mayor Jarvis to inform him of this action.</p>
33	<p><b>Work Plan</b></p> <p>Whilst mindful of the extremely busy forthcoming agendas, the Chair referred to the need for environmental matters to be considered as part of the work programme.</p> <p><b>R Adams to liaise with the Chair as to how best to incorporate environmental updates into the Work Plan.</b></p>	Ruth Adams/ Councillor Lofts	<p><b>Update:</b></p> <p>Richard Sulley (Net Zero Project Director) convened an officer Task and Finish Group to review the report. Agreed a significant piece of work that impacts on processes, paper in development to come to Management Board for consideration.</p> <p>After this meeting will be arranged with the Chair.</p>