

Meeting of:	Governance and Audit Committee
Date of Meeting:	Monday, 11 July 2022
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	Updated Forward Work Programme
Purpose of Report:	To provide Members with an Updated Forward Work Programme for 2022/23
Report Owner:	Head of the Regional Internal Audit Service
Responsible Officer:	Head of Finance & Section 151 Officer
Elected Member and Officer Consultation:	No Elected Members have been consulted. Legal Services and Head of Finance.
Policy Framework:	The proposals in this report are in accordance with the policy framework and budget.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • In order to assist the Governance and Audit Committee in ensuring that due consideration has been given by the Committee to all aspects of their core functions, the Forward Work Programme appended to this report at Appendix A, has been produced and is aligned to the Committee's Terms of Reference. • The forward work programme has been updated to reflect changes required to the Committee's Terms of Reference under the new Local Government & Elections Act and to include items previously requested by members of the Committee. • The next scheduled meeting is an additional meeting specifically for members of this Committee to receive the Council's Self-Assessment report • The Committee is asked to note the Forward Work Programme and indicate whether any additional information is required. 	

Recommendations

1. That the Committee consider and note the Forward Work Programme.
2. That the Committee is asked to endorse the schedule of items for the next meeting, 19th September 2022, and confirm the list of people it would like to invite for each item (if appropriate) and indicate whether any additional information is required.

Reasons for Recommendations

1. To ensure the Governance and Audit Committee is aware and informed of progress on the proposed work programme.

1. Background

- 1.1 The Governance and Audit Committee's Forward Work Programme assists the Committee in ensuring that due consideration is given to all aspects of their core functions as set out in their Terms of Reference within the Council's Constitution.
- 1.2 Items feed into the Committee's Forward Work Programme from a number of sources. Many items are standard every quarter, six monthly or annually, and Members can also suggest topics for review by the Committee. Items can also be referred by the Cabinet, Scrutiny Committees or Chief Officers.

2. Key Issues for Consideration

- 2.1 Attached at Appendix A is the updated Forward Work Programme for this Committee.
- 2.2 It should be noted that the next meeting, to be held on 19th September 2022 is an additional meeting to present to the Committee the Council's Annual Self-Assessment report.
- 2.3 Appendix A includes an additional item that was requested by Committee Members, that is a regular internal audit recommendations monitoring report.
- 2.4 Committee Members are asked to endorse this schedule, confirm the list of people they would like to invite for each item (if appropriate), and indicate whether any additional information or research is required.
- 2.5 The schedule of items for discussion at specific meetings may be subject to change, to take into account other items that need to be considered, and operational factors.

Proposed Agenda Items – 19th September 2022	
1	Annual Self-Assessment Report
2	Updated Forward Work Programme

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

- 3.1** If proper work programming procedures are not put in place, the organisation and prioritisation of the work programme is put at risk. The work of the Governance and Audit Committee could become disjointed which could undermine the positive contribution that the Committee makes to both short and long-term service improvement and the Council's Well-Being Objectives.

The Committee's Forward Work Programme contains audit reviews that will be service specific and that will assist in understanding how those services undertake the five ways of working and deliver the 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** There are no resource implications as a direct consequence of this report.

Employment

- 5.2** None as a direct consequence of this report.

Legal (Including Equalities)

- 5.3** The provision of an adequate and effective Internal Audit function is a legal requirement under the Accounts and Audit (Wales) Regulations 2014 as amended from time to time. There are no equalities implications as a direct consequence of this report.

6. Background Papers

None.

GOVERNANCE AND AUDIT COMMITTEE FORWARD WORK PROGRAMME 2022-23	Frequency	13 June 2022	11 July 2022	19 September 2022	24 October 2022	12 December 2022	27 February 2023	25 April 2023
Standing Items								
Audit Wales Governance and Audit Committee Reports	Each meeting	✓	✓		✓	✓	✓	✓
Updated Forward Work Programme	Each meeting	✓	✓	✓	✓	✓	✓	✓
Accounts								
Statement of Accounts 2021/22 (unaudited)	Annually		✓					
Audited Statement of Accounts and Annual Governance Statement	Annually				✓			
Financial Management Code	Annually						✓	
Governance								
Draft Annual Governance Statement 2021/22	Annually		✓					
Internal Audit Reports								
Annual Internal Audit Report 2021/22	Annually	✓						
Internal Audit Shared Service Charter 2022/23	Annually							✓
Internal Audit Annual Strategy and Audit Plan 2022/23	Annually	✓						
Internal Audit Progress Report	Quarterly		✓		✓		✓	
Recommendation Monitoring Report					✓		✓	
Governance & Audit Committee Self Assessment	Annually					✓		
Treasury Management								
Treasury Management Strategy	Annually						✓	
Risk Assurance								
Corporate Risk Register	Quarterly		✓		✓		✓	✓
Counter Fraud								
Corporate Fraud Report 2021/22	Annually		✓					
Others								
Corporate Complaints 2021/22 Annual Report	Ad hoc				✓			✓
Whistleblowing Policy & Performance Update	Ad hoc				✓			
Annual Self Assessment Report	Annually			✓	✓			