

Report

Governance and Audit Committee

Part 1

Date: 30 March 2023

Subject Draft Work Programme

Purpose To report the details of this Committee's work programme.

Author Democratic & Services Officer

Ward General

Summary The purpose of a forward work programme is to help ensure Councillors achieve organisation and focus in the undertaking of enquiries through the Governance & Audit Committee function. This report presents the current work programme to the Committee for information and details the items due to be considered at the Committee's next two meetings.

Proposal **The Committee is asked to endorse the proposed schedule for future meetings, confirm the list of people it would like to invite for each item, and indicate whether any additional information or research is required.**

Action by Governance and Audit Committee

Timetable Immediate

Background

The purpose of a forward work programme is to help ensure Councillors achieve organisation and focus in the undertaking of enquiries through the Governance & Audit Committee function. Attached at Appendix 1 is the forward work programme for this Committee. Below are the items scheduled to be presented at the Committee's next two meetings. Committee Members are asked to endorse this schedule, confirm the list of people they would like to invite for each item, and indicate whether any additional information or research is required.

25 May 2023

Appointment of Chairperson

Treasury Management Year End Report 2022/2023

Corporate Risk Register Quarter 4

SO24/Waiving of Contract SOs: Quarterly report reviewing Cabinet/CM urgent decisions or waiving Contract SOs (Quarter 4, January to March)

Call in Strategic Director-Transformation and Corporate and the Head of Finance re Purchasing Cards (Transactions) resulting in an Unsatisfactory Opinion

Update report on PTU Taxi Contracts resulting in Second Unsatisfactory Opinion- January 2023
Audit Wales Annual Report on Grants Works 2020-21 and 2021-22 Draft
Annual Governance Statement Draft
Internal Audit Annual Report 2022-2023
Internal Audit Annual Plan 2023-2024
Referrals to Audit Committee

27 July 2023
Corporate Risk Register (Quarter 1 April to June)
Statement of Accounts 2023/24
Audit of Financial Statements Report 2022/23
SO24/Waiving of Contract Sos: Quarterly report reviewing Cabinet/CM urgent decisions or waiving Contract Sos (Quarter 1, April to June)
Audit Wales and Regulatory Bodies 6-month update
Referrals to Audit Committee

Comments of Chief Financial Officer

There will be financial consequences for some of the reviews undertaken. These will be commented upon as the reports are presented. The preparing and monitoring of the work programme is done by existing staff for which budget provision is available.

Comments of Monitoring Officer

I have no comments, as there are no legal implications.

Staffing Implications: Comments of Head of People and Business Change

There are no staffing implications within this report. Any staffing implications of the reviews in the work programme will need to be addressed in individual reports.

Background Papers

None.

Appendix 1

(Audit Committee to meet every other month unless circumstances dictate otherwise)

25 May 2023
Appointment of Chairperson
Treasury Management Year End Report 2022/2023
Corporate Risk Register Quarter 4
SO24/Waiving of Contract SOs: Quarterly report reviewing Cabinet/CM urgent decisions or waiving Contract SOs (Quarter 4, January to March)
Call in Strategic Director-Transformation and Corporate and the Head of Finance re Purchasing Cards

(Transactions) resulting in an Unsatisfactory Opinion
Update report on PTU Taxi Contracts resulting in Second Unsatisfactory Opinion- January 2023
Audit Wales Annual Report on Grants Works 2022-23 Draft
Internal Audit Annual Report 2022-2023
Internal Audit Annual Plan 2023-2024
Annual Governance Statement Draft
Audit Wales Annual Audit Summary 2022
Audit Wales Annual Audit Plan 2023
Referrals to Audit Committee

27 July 2023
Corporate Risk Register (Quarter 1 April to June)
Statement of Accounts 2023/24
Audit of Financial Statements Report 2022/23
SO24/Waiving of Contract Sos: Quarterly report reviewing Cabinet/CM urgent decisions or waiving Contract Sos (Quarter 1, April to June)
Audit Wales and Regulatory Bodies 6-month update
Referrals to Audit Committee

28 September 2023
Progress Against Internal Audit Plan 2023/24 Quarter 1
Annual Report on Compliments, Comments and Complaints Management 2023
Call In the Strategic Director of Environment and Sustainability and Head of Service re the PTU Taxi Contracts- 6 month Update
Corporate Risk Register (Quarter 2 July to Sept)
Audit of Financial Statements Report 2021/22
Audit Enquiries Letter 2021/22
Referrals to Governance and Audit Committee

26 October 2023
Internal Audit Plan – Progress (Quarter 2)
SO24/Waiving of Contract SOs: Quarterly report reviewing Cabinet/CM urgent decisions or waiving Contract SOs (Quarter 2, July to September)
Treasury Management Report
Lessons Learned 2022/23

25 January 2024

Internal Audit Plan – Progress (Quarter 3)

Financial Memorandum on the 2021-22 Financial Audit

Audit Wales and Regulatory Bodies 6-month update

Internal Audit Unsatisfactory Audit Opinions (6 monthly report)

Referrals to Audit Committee

28 March 2024

Corporate Risk Register (Quarter 3)

WAO Annual Report on Grants Works 2022-23

Annual Governance Statement (draft statement)

Member Development Self Evaluation Exercise

Referrals to Audit Committee

30 May 2024

Appointment of Chairperson

Treasury Management Year End Report 2023/2024

Corporate Risk Register Quarter 4

SO24/Waiving of Contract SOs: Quarterly report reviewing Cabinet/CM urgent decisions or waiving Contract SOs (Quarter 4, January to March)

Audit Wales Annual Report on Grants Works 2023-2024 Draft

Internal Audit Annual Report 2022-2023

Internal Audit Annual Plan 2024-2025

Audit Wales Annual Audit Summary 2023

Audit Wales Annual Audit Plan 2024