



AUDIT & GOVERNANCE COMMITTEE

FORWARD WORK PROGRAMME

12 February 2019

Contact Officer:	Marion Pryor, Head of Internal Audit & Risk
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Date	Subject	Responsible Officer (including e-mail address)
April 2019 June 2019 July 2019 September 2019 December 2019 February 2020	Internal Audit Update <ul style="list-style-type: none"> • An update on Internal Audit's latest progress in terms of its service delivery, assurance provision, reviews completed, performance and effectiveness in driving improvement. 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk
April 2019 June 2019 July 2019 September 2019 December 2019 February 2020	External Audit Update <ul style="list-style-type: none"> • An update on External Audit's work: <ul style="list-style-type: none"> ○ Performance Audit ○ Financial Audit 	Performance Audit Lead – Wales Audit Office Alan.Thomas@audit.wales Financial Audit Manager – Deloitte cedge@deloitte.co.uk
April 2019	Annual Report of the Audit & Governance Committee – Chair's Report <ul style="list-style-type: none"> • The Committee are asked to approve the Chair's Report for submission to full Council 	Head of Function (Resources) / S151 Officer MarcJones@ynysmon.gov.uk
June 2019	Draft Report of the Head of Function (Resources) / S151 Officer regarding the Annual Finance and Governance Statement 2018/19 <ul style="list-style-type: none"> • The Audit and Governance Committee is requested to comment on the content of the draft Annual Finance and Governance Report 2018/19 and contribute to the evaluations, conclusions and recommendations proposed to further develop or strengthen elements of the Council's governance arrangements during 2019/20. 	Head of Function (Resources) / S151 Officer MarcJones@ynysmon.gov.uk Programme, Business Planning & Performance Manager GethinMorgan@ynysmon.gov.uk

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June 2019	Internal Audit Annual Report 2018/19 <ul style="list-style-type: none"> The Public Sector Internal Audit Standards requires the chief audit executive to deliver an annual internal audit opinion and report that can be used by the Council to inform its governance statement. The annual internal audit opinion must conclude on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control. The Committee is asked to note the report from the Head of Internal Audit & Risk on the conclusion of the internal audit work carried out during 2018/19. 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk
June 2019	Annual Insurance Performance Report 2018/19 <ul style="list-style-type: none"> Annual performance report on insurance activity 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk
July 2019	Annual Treasury Management Report 2018/19 <ul style="list-style-type: none"> The annual treasury report is a requirement of the Council's reporting procedures and covers the treasury activity for 2018/19. 	Head of Function (Resources) / S151 Officer MarcJones@ynysmon.gov.uk
September 2019 February 2020	Outstanding Internal Audit Issues / Risks <ul style="list-style-type: none"> A report of all outstanding internal audit Issues / Risks 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk
September 2019 February 2020	Corporate Risk Register <ul style="list-style-type: none"> In accordance with its terms of reference, the Audit and Governance Committee is required to review the Corporate Risk Register and, where appropriate, request a response from management on actions to manage risks. 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk Insurance & Risk Manager JulieJones@ynysmon.gov.uk

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September 2019 February 2020	Progress made on External Regulatory Reports <ul style="list-style-type: none"> The Audit and Governance Committee is requested to consider the progress made on external regulatory reports, which are directly related to the issues of governance or the management of risk within the Council. 	Programme, Business Planning & Performance Manager GethinMorgan@ynysmon.gov.uk
September 2019	Report of the Head of Function (Resources) regarding the Annual Finance and Governance Report 2019/20 The Audit and Governance Committee is charged with approving the accounts on behalf of the Council. The Audit and Governance Committee is therefore required to: <ul style="list-style-type: none"> approve the Annual Finance and Governance Report 2019/20, including the Statement of Accounts 2019/20, receive the Appointed Auditor's report on the accounts and the ISA 260, and to approve the Final Letter of Representation. 	Head of Function (Resources) / S151 Officer MarcJones@ynysmon.gov.uk
September 2019	Annual ICT Security Report 2018/19 <ul style="list-style-type: none"> Annual report of the ICT Business Transformation Manager on digital data security/cyber security threats to the Council and the arrangements in place to manage those risks. 	ICT Business Transformation Manager JohnThomas@ynysmon.gov.uk
September 2019	Annual Corporate Health and Safety Report 2018/19 <ul style="list-style-type: none"> Annual report of the Chief Public Protection Officer 	Corporate Health and Safety Advisor StephenNicoll@ynysmon.gov.uk

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September 2019	Internal Audit Charter <ul style="list-style-type: none"> The Public Sector Internal Audit Standards require the chief audit executive to produce an Internal Audit Charter, which the Audit and Governance Committee must approve. Although not due for review until 2021, the Charter will be updated for changes to the internal audit approach. 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk
December 2019	Review of the Audit and Governance Committee's Terms of Reference <ul style="list-style-type: none"> The Audit and Governance Committee should periodically review its terms of reference for appropriateness, with consideration given to sector guidance and the needs of the Council. 	Head of Function (Resources) / S151 Officer MarcJones@ynysmon.gov.uk
December 2019	Review of the Risk Management Strategy and Framework <ul style="list-style-type: none"> In accordance with its terms of reference, the Audit and Governance Committee is required to keep under review the Risk Management Strategy for the Council. 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk
December 2019	Mid-year Report on Treasury Management for 2019/20 <ul style="list-style-type: none"> CIPFA's Treasury Management Practice Reporting requirements and management information arrangements recommend that local authorities should, as a minimum, report the treasury management position mid-year. The Committee is requested to note the current position on investments and borrowing. 	Head of Function (Resources) / S151 Officer MarcJones@ynysmon.gov.uk
February 2020	Internal Audit Strategy 2020/21 <ul style="list-style-type: none"> The Public Sector Internal Audit Standards (2017) requires the chief audit executive to present the Internal Audit Strategy to the Audit and Governance Committee for approval. 	Head of Internal Audit & Risk MarionPryor@ynysmon.gov.uk

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February 2020	Treasury Management Strategy 2020/21 and Actual Prudential Indicators for 2020/21 <ul style="list-style-type: none"> • CIPFA's Treasury Management Practice Reporting requirements and management information arrangements recommend that local authorities should, as a minimum, report annually on their treasury management strategy and plan, before the start of the year. • The report will cover the actual Prudential Indicators for 2020/21 in accordance with the requirements of the Prudential Code. 	Head of Function (Resources) / S151 Officer MarcJones@ynysmon.gov.uk