

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to</b>	Governance and Audit Committee
<b>Date</b>	19 September 2024
<b>Subject</b>	Review of Forward Work Programme for 2024-25 v3
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<b>Nature and Reason for Reporting</b> A Forward Work Programme for 2024-25 is provided to the members of the Governance and Audit Committee to assist them in fulfilling the Committee's Terms of Reference.	

## 1.0 INTRODUCTION

- 1.1 A Forward Work Programme is attached at [Appendix A](#), along with a training programme at [Appendix B](#).
- 1.2 The programme has been developed considering the Committee's terms of reference and its responsibilities under the Local Government and Elections (Wales) Act 2021.

## 2.0 RECOMMENDATION

- 2.1 That the Governance and Audit Committee:
  - considers whether the Forward Work Programme proposed for 2024-25 meets the Committee's responsibilities in accordance with its terms of reference.

## Appendix A – Forward Work Programme 2024-25

Core Function	27 June 2024	18 July 2024	19 September 2024	05 December 2024	11 February 2025	May 2025
Composition and arrangements (3.4.8.2)	Review of Committee's Terms of Reference (3.4.8.2.1)					Annual Review of Committee's Terms of Reference (3.4.8.2.1)  Private meeting with internal and external audit without officers present (3.4.8.2.6) (3.4.8.10.15) (3.4.8.11.5)
Accountability arrangements (3.4.8.3)	Action Log  Review of Forward Work Programme 2024-25 (3.4.8.3.2)  Annual Chair's Report 2023-24 (3.4.8.3.1/2)  Update on the Governance and Audit Committee Effectiveness Review Action Plan (3.4.8.3.2)	Action Log  Review of Forward Work Programme 2024-25 v2 (3.4.8.3.2)	Action Log  Review of Forward Work Programme 2024-25 v3 (3.4.8.3.2)	Action Log  Review of Forward Work Programme 2024-25 (3.4.8.3.2)  Update on the Governance and Audit Committee Effectiveness Review Action Plan (3.4.8.3.2)	Action Log  Review of Forward Work Programme 2024-25 (3.4.8.3.2)	Action Log  Review of Forward Work Programme 2024-25 (3.4.8.3.2)
Governance (3.4.8.4)		Draft Annual Governance Statement 2023-24		Final Annual Governance		Annual Scrutiny Report 2024-25 (3.4.8.4.4)

Core Function	27 June 2024	18 July 2024	19 September 2024	05 December 2024	11 February 2025	May 2025
		(3.4.8.4.1/2/3) (3.4.8.6.1/2/3) (3.4.8.8.2)		Statement 2023-24 (3.4.8.4.1/2/3) (3.4.8.6.1/2/3) (3.4.8.8.2)  Annual Report of the Partnership and Regeneration Scrutiny Committee 2023-24 (3.4.8.4.4) (provisional)		
Treasury Management (3.4.8.5)			Annual Report 2023- 24 (3.4.8.5.1/2/3/4)	Mid-year Report (3.4.8.5.3)	Strategy and Prudential Indicators 2025-26 (3.4.8.5.1/3/4)	
Value for money (3.4.8.6)	<i>Annual Internal Audit Report 2023-24</i> (3.4.8.10.6/7/8/9/12/ 14/15) (3.4.8.6.3)	<i>Draft Annual Governance Statement 2023-24</i> (3.4.8.4.1/2/3) (3.4.8.6.1/2/3)  <i>Draft Statement of Accounts 2023-24</i> (3.4.8.12.1/2) (3.4.8.6.1/2/3)		<i>Final Annual Governance Statement 2023-24</i> (3.4.8.4.1/2/3) (3.4.8.6.1/2/3)  <i>Final Statement of Accounts 2023-24</i> (3.4.8.12.1/2) (3.4.8.6.1/2/3)  <i>Audit of Accounts Report (3.4.8.11.2/3)</i> (3.4.8.6.3)	<i>Annual Audit Summary 2024</i> (3.4.8.11.2/3) (3.4.8.6.3)	
Assurance Framework (3.4.8.7)			Annual Information Governance (SIRO)	Annual Information Governance in Schools Report		

Core Function	27 June 2024	18 July 2024	19 September 2024	05 December 2024	11 February 2025	May 2025
			Report 2023-24 (3.4.8.7.1/2/3)  Annual ICT Security Report 2023-24 (3.4.8.7.1/2/3)  Annual Health & Safety Report 2023-24 (3.4.8.7.1/2/3)	2023-24 (3.4.8.7.1/2/3)  Annual ICT Security Report 2023-24 (3.4.8.7.1/2/3)  Annual Health & Safety Report 2023-24 (3.4.8.7.1/2/3)		
Risk Management (3.4.8.8)			Climate Change Update (3.4.8.8.3) (provisional)	Strategic Risk Register Update (3.4.8.7.1/2) (3.4.8.8.1)  Climate Change Update (3.4.8.8.3) (provisional)	Strategic Risk Register Update (3.4.8.7.1/2) (3.4.8.8.1)	Annual Review of Risk Management Framework (3.4.8.7.1/2) (3.4.8.8.1)
Countering Fraud and Corruption (3.4.8.9)		<del>Annual Counter Fraud, Bribery and Corruption Report 2023-24 (3.4.8.9.4/5/6)</del>  National Fraud Initiative 2022-24 Outcomes - Progress Report (3.4.8.9.6)	Annual Counter Fraud, Bribery and Corruption Report 2023-24 (3.4.8.9.4/5/6)  Annual Concerns, Complaints & Whistleblowing Report 2023-24 (3.4.8.9.1) (3.4.8.14.2)		Counter Fraud, Bribery and Corruption Strategy 2025-28 (3.4.8.9.2/3)	

Core Function	27 June 2024	18 July 2024	19 September 2024	05 December 2024	11 February 2025	May 2025
Internal Audit (3.4.8.10)	Annual Internal Audit Report 2023-24 (3.4.8.10.5/6/7/8/11/14/15) (3.4.8.6.3)  Internal Assessment of Conformance with the Public Sector Internal Audit Standards (3.4.8.10.1/8/11/13)	Internal Audit Update Report (3.4.8.10.9/10) (3.4.8.6.3)	Internal Audit Update Report (3.4.8.10.9/10) (3.4.8.6.3)  Outstanding Issues / Risks / Opportunities (3.4.8.10.9/10)	Internal Audit Update Report (3.4.8.10.9/10) (3.4.8.6.3)	Internal Audit Update Report (3.4.8.10.9/10) (3.4.8.6.3)	Internal Audit Update Report (3.4.8.10.9/10) (3.4.8.6.3)  Outstanding Issues / Risks / Opportunities (3.4.8.10.11)  Annual Internal Audit Strategy 2025-26 (3.4.8.10.1/2/4/5)  Review of Internal Audit Charter (3.4.8.10.2/12)
External Audit (3.4.8.11)	Work Programme and Timetable – Quarterly Update (Q4 2023) (3.4.8.11.2/3)  Annual Audit Plan 2024 (3.4.8.11.1/3)		Work Programme and Timetable – Quarterly Update (Q1 2024) (3.4.8.11.2/3)	Work Programme and Timetable – Quarterly Update (Q2 2024) (3.4.8.11.2/3)  Audit of Accounts Report (3.4.8.11.2/3) (3.4.8.6.3) (3.4.8.12.4)	Work Programme and Timetable – Quarterly Update (Q3 2024) (3.4.8.11.2/3)  Annual Audit Summary 2024 (3.4.8.11.1/2/3) (3.4.8.6.3)	Work Programme and Timetable – Quarterly Update (Q4 2024) (3.4.8.11.2/3)
Financial Reporting (3.4.8.12)		Draft Statement of Accounts 2023-24 (3.4.8.12.1/2/3/5) (3.4.8.6.1/2/3)		Final Statement of Accounts 2023-24 (3.4.8.12.1/2/3/5) (3.4.8.6.1/2/3)		

Core Function	27 June 2024	18 July 2024	19 September 2024	05 December 2024	11 February 2025	May 2025
Other regulators and inspectors (3.4.8.13)				National Reviews and their Related Recommendations (3.4.8.13.1)		
Complaints Handling (3.4.8.14)			Annual Concerns, Complaints & Whistleblowing Report 2023-24 (3.4.8.14.1/2)  Annual Letter of the Public Services Ombudsman for Wales 2023-24 (3.4.8.14.1)			
Self-assessment (3.4.8.15)		Review of the Draft Annual Corporate Self-assessment report 2023-4 (3.4.8.15.1/2/3)				
Performance Panel Assessment (3.4.8.16) <sup>1</sup>						
Auditor General Special Inspection (3.4.8.17) <sup>2</sup>						

<sup>1</sup> At least once during an electoral cycle a panel performance assessment will take place in the period between ordinary elections of councillors to the council. The council may choose to commission more than one panel assessment in an electoral cycle, but it is not a requirement of the legislation. (The Local Government and Elections (Wales) Act 2021). The council must make a draft of its response to the panel performance assessment available to its Governance and Audit committee, which must then review the draft response and may make recommendations for changes to the response to the panel assessment.

<sup>2</sup> If the Auditor General carries out a special inspection (as it considers the Council is not, or may not, be meeting its performance requirements, and a report is sent to Council, as soon as reasonably practicable after receiving such report, the Council must make it available to the Governance and Audit Committee.

## Appendix B – Training Programme (3.4.8.2.10)

### Committee-specific training

Area	Date last provided	Medium	Provider	Date provided / scheduled	Attendance
Understanding Local Authority Accounts for Councillors	June 2023 August 2023				
Treasury Management (3.4.8.5.2)	September 2023				
Effective Chairing Skills	October 2023				
Countering Fraud and Corruption	December 2023				
Risk Management	March 2024				

### Mandatory training

Area	Medium	Provider	Date Provided / Scheduled
General Data Protection Regulations (GDPR)	eLearning	Internal	Available any time
Cyber Ninjas for Councillors <sup>3</sup>	eLearning	Internal	Available any time
Basic Safeguarding Awareness (Group A)	eLearning	Internal	Available any time
Violence Against Women, Domestic Abuse and Sexual Violence (optional for lay members)	eLearning	Internal	Available any time
Prevent (optional for lay members)	eLearning	Internal	Available any time
Modern Slavery (optional for lay members)	eLearning	Internal	Available any time

<sup>3</sup> The Cyber Ninjas module is again live on the Members Dashboard of Learning Pool. As a requirement of the grant funding, the Training & Development team will be required to report on quarterly progress, and will be raising further awareness with members shortly.