GOVERNANCE & AUDIT COMMITTEE WORK PROGRAMME 2024-25

29TH APRIL 2024

Reports to be with Peter by – 15th April 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 17th April 2024
Pre-meeting – 19th April 2024
Finalised reports to committee section – 19th April 2024
Despatch by committee section – 19th April 2024

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Audit Wales Work Programme: Council Progress Update	Richard Jones		✓			
Effectiveness of Strategic Risk Management Framework	Richard Jones		✓			
Internal Audit Plan 24/25	Jan Furtek				✓	
Implementation of Internal Audit agreed recommendations	Jan Furtek				✓	
Proposed future delivery model for the Internal Audit Service	Peter Davies				✓	
Audit Wales Performance Data Review	Charlotte Owen					✓

6TH JUNE 2024

Reports to be with Peter by – 17th May 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 21st May 2024
Pre-meeting – 23rd May 2024
Finalised reports to committee section – 28th May 2024
Despatch by committee section – 29th May 2024

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Draft Freedom of Information (FOI) & Data Protection Act (DPA) Breaches & Date Subject Access Request (DSARs)	Sian Hayward		✓			
CPR Exemptions - 6 monthly update to 31st March 2024	Jan Furtek				✓	
Internal Audit Annual Report 2023/24	Jan Furtek				✓	
2023/4 Treasury Outturn report	Jonathan Davies	✓				
Draft Financial Strategy	Jon Davies/Peter Davies	✓				
People Strategy	Matt Gatehouse		✓			

		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Annual Audit Plan 24-25	Audit Wales					✓
Audit Wales Capital Programme Management Review	Audit Wales					✓
Audit Wales MCC Annual Audit Summary 2023	Audit Wales					✓
Audit Wales Work Programme and Timetable quarterly update - March 2024	Audit Wales					✓

10TH JULY 2024

Reports to be with Peter by – 21st June 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 25th June 2024
Pre-meeting – 27th June 2024
Finalised reports to committee section – 1st July 2024
Despatch by committee section – 2nd July 2024

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Financial Strategy	Jon Davies/Peter Davies	✓				
Draft Annual Governance Statement 2023/24	Jan Furtek				✓	
Internal Audit Plan and Annual Report for Shared Resource Service (SRS)	TCBC IA Team				✓	
Governance & Audit Committee Annual report 2023/4	Chair – Andrew Blackmore		✓			
Audit Wales Digital Review	Charlotte Owen					✓

31st July 2024

Reports to be with Peter by – 9th July 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 11th July 2024
Pre-meeting – 15th July 2024
Finalised reports to committee section – 22nd July 2024
Despatch by committee section – 23rd July 2024

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
2024/5 Q1 - Treasury report	Jon Davies	✓				
2023/4 Draft WCF/Mon Farm Statement of Accounts	Jon Davies	✓				
2023/24 MCC Draft Statement of Accounts	Jon Davies	✓				

5TH SEPTEMBER 2024

Reports to be with Peter by – 2nd August 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 6th August 2024
Pre-meeting – 8th August 2024
Finalised reports to committee section – 27th August 2024
Despatch by committee section – 28th August 2024

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Initial assessment of corporate risk control arrangements	Richard Jones		✓			
Internal Audit Quarterly progress report (Q1)	Jan Furtek				✓	
Draft Self Assessment Report	Richard Jones		✓			

17TH OCTOBER 2024

Reports to be with Peter by – 1st October 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 3rd October 2024
Pre-meeting – 7th October 2024
Finalised reports to committee section – 8th October 2024
Despatch by committee section – 9th October 2024

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Audit Wales Work Programme: Council Progress update	Richard Jones		✓			
Audit Grants report	Audit Wales - Rachel Freitag					✓
Audit Wales Financial Sustainability Review	Audit Wales					✓
Annual Audit Plan 22-23 Welsh Church Funds	Rachel Freitag					✓

28TH NOVEMBER 2024

Reports to be with Peter by – 12th November 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 14th November 24
Pre-meeting – 18th November 2024
Finalised reports to committee section – 19th November 2024
Despatch by committee section – 20th November 2024

		Terms of reference category

Report Title	Report Author	Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
24/25 Q2 Treasury report	Jon Davies	✓				
2023/24 MCC Statement of Accounts Final	Jon Davies	✓				
ISA260 response to accounts	Rachel Freitag/Jon Davies					✓
Effectiveness of Strategic Risk Management Framework and summary of wider arrangements	Richard Jones		✓			
CPR Exemptions - 6 monthy update to 30th September 2024	Jan Furtek				✓	
Whole Authority annual complaints report	Annette Evans			✓		
Internal Audit quarterly progress report (Q2)	Jan Furtek				✓	
The Ombudsmans's Annual Letter - 2022/23	Annette Evans			✓		

16TH JANUARY 2025

Reports to be with Peter by – 20th December 2024
Reports to be with Wendy Barnard/Chair prior to pre-meeting – 2nd January 2025
Pre-meeting – 6th January 2025
Finalised reports to committee section – 7th January 2025
Despatch by committee section – 8th January 2025

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
2023/4 WCF/Mon Farm Statement of Accounts Final	Jon Davies	✓				
ISA260 for trust funds	Rachel Freitag/Jon Davies					✓
Anti Fraud, Bribery & Corruption Risk Assessment	Jan Furtek					✓

20TH FEBRUARY 2025

Reports to be with Peter by –
Reports to be with Wendy Barnard/Chair prior to pre-meeting –
Pre-meeting – 10th February 2024
Finalised reports to committee section –
Despatch by committee section –

		Terms of reference category

Report Title	Report Author	Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
2024/25 Q3 Treasury report	Jon Davies	✓				
Statement on the robustness of the budget process and the adequacy of reserves	Peter Davies	✓				
2025/26 Capital Strategy and Treasury Strategy	Jon Davies	✓				
Cyber Security	Sian Hayward		✓			
Self Assessment of Performance Management arrangements	Richard Jones		✓			
MCC Fraud, Corruption & Bribery Risk Assessment and NFI Self Assessment	Peter Davies					
Internal Audit Quarterly Progress report (Q3)	Jan Furtek					✓

13TH MARCH 2025

Reports to be with Peter by –
Reports to be with Wendy Barnard/Chair prior to pre-meeting –
Pre-meeting –
Finalised reports to committee section –
Despatch by committee section –

		Terms of reference category				
Report Title	Report Author	Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Draft Internal Audit Plan 2025/26	Jan Furtek				✓	

TO BE PUT ON A FUTURE MEETING AGENDA BUT DATES NOT YET CONFIRMED
Presentation on Global Internal Audit Standards/Update of Public Sector Internal Audit Standards
Review of MCC Internal Audit Charter