

# Public Document Pack



County Hall  
Rhadyr  
Usk  
NP15 1GA

Friday, 19 April 2024

## Notice of Reports Received following Publication of Agenda.

### Governance and Audit Committee

Monday, 29th April, 2024 at 2.00 pm,  
Council Chamber, County Hall, The Rhadyr USK

Attached are reports that the committee will consider as part of the original agenda but were submitted to democratic services following publication of the agenda.

Item No	Item	Pages
12.	Governance and Audit Committee Forward Work Plan	1 - 8

**Paul Matthews**  
Chief Executive

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## 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 & Data Subject Access Request (DSARs)	Sian Hayward		✓			
Internal Audit Annual Report 2023/24	Jan Furtek				✓	
CR Exemptions - 6 monthly update to 31st March 2024	Jan Furtek				✓	
Internal Audit Plan and Annual Report for Shared Resource Service (SRS)	TCBC IA Team				✓	
2023/4 Treasury Outturn report	Jonathan Davies	✓				
Draft Financial Strategy	Jon Davies/Peter Davies	✓				
People Strategy	Matt Gatehouse		✓			
Annual Audit Plan 24-25	Audit Wales					✓
Audit Wales Capital Programme Management Review	Audit Wales					✓
Audit Wales Digital Review	Charlotte Owen					✓

17TH JULY 2024

Reports to be with Peter by – 1st July 2024

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 3rd July 2024

Pre-meeting – 5th July 2024

Finalised reports to committee section – 8th July 2024

Despatch by committee section – 9th 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	Jonathan Davies	✓				
2023/4 Draft WCF/Mon Farm Statement of Accounts	Jon Davies	✓				
2023/24 MCC Draft Statement of Accounts	Jon Davies	✓				
3 ISA 260 recommendations	Jon Davies	✓				
Draft Annual Governance Statement 2023/24	Jan Furtek				✓	
Internal Audit Quarterly progress report (Q1)	Jan Furtek				✓	
Governance & Audit Committee Annual report 2023/4	Chair – Andrew Blackmore		✓			
Audit Wales Financial Sustainability Review	Audit Wales					✓
Initial assessment of corporate risk control arrangements	Richard Jones		✓			

5TH SEPTEMBER 2024

**Reports to be with Peter by –**  
**Reports to be with Wendy Barnard/Chair prior to pre-meeting –**  
**Pre-meeting – 22nd August 2024**  
**Finalised reports to committee section –**  
**Despatch by committee section –**

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Draft Self Assessment Report	Richard Jones		✓			

17TH OCTOBER 2024

**Reports to be with Peter by –**  
**Reports to be with Wendy Barnard/Chair prior to pre-meeting –**  
**Pre-meeting – 7th October 2024**  
**Finalised reports to committee section –**  
**Despatch by committee section –**

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Anti Bribery Risk Assessment	Peter Davies		✓			
The Ombudsmans's Annual Letter - 2022/23	Annette Evans			✓		

Audit Wales Work Programme and timetable quarter 1 update	Audit Wales					✓
Audit Wales Work Programme: Council Progress update	Richard Jones		✓			
Audit Grants report	Audit Wales - Rachel Freitag					✓
Annual Audit Plan 22-23 Welsh Church Funds	Rachel Freitag					✓
Internal Audit quarterly progress report (Q2)	Jan Furtek				✓	

**28TH NOVEMBER 2024**

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

Report Title	Report Author	Terms of reference category				
		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 monthly update to 30th September 2024	Jan Furtek				✓	
Whole Authority annual complaints report	Annette Evans			✓		

**16TH JANUARY 2025**

**Reports to be with Peter by –  
 Reports to be with Wendy Barnard/Chair prior to pre-meeting –  
 Pre-meeting – 6th January 2024  
 Finalised reports to committee section –  
 Despatch by committee section –**

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					✓

**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 –**

Report Title	Report Author	Terms of reference category				
		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		✓			
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				
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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
- MCC Fraud Risk Assessment and NFI Self Assessment