

## GOVERNANCE & AUDIT COMMITTEE WORK PROGRAMME 2025-26

### 1ST MAY 2025

Reports to be with Peter by – 7th April 2025

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 10th April 2025

Pre-meeting – 14th April 2025

Finalised reports to Democratic Services – 17th April 2025

Despatch by Democratic Services – 23rd April 2025

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Self - assessment of Performance Management Arrangements Report	Richard Jones		✓			
Audit Wales Work Programme: Council Progress Update	Richard Jones		✓			
Internal Audit Plan 25/26	Jan Furtek				✓	
Implementation of Internal Audit agreed recommendations	Jan Furtek				✓	
Internal Audit Charter, Mandate and Strategy	Jan Furtek				✓	
Audit Wales Work Programme and Timetable quarterly update - March 2025	Steve Wyndham/Charlotte Owen					✓
Audit Wales Annual Audit Plan 2025 - 26	Steve Wyndham					✓

### 12TH JUNE 2025

Reports to be with Peter by – 23rd May 2025

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 29th May 2025

Pre-meeting – 2nd June 2025

Finalised reports to Democratic Services – 3rd June 2025

Despatch by Democratic Services – 4th June 2025

		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
Effectiveness of Strategic Risk Management Framework	Richard Jones		✓			
Draft Freedom of Information (FOI) & Data Protection Act (DPA) Breaches & Data Subject Access Request (DSARs)	Sian Hayward		✓			
Internal Audit Annual Report 2024/25	Jan Furtek				✓	
SRS Annual Internal Audit Report – Torfaen CBC IA Team	Jan Furtek				✓	
2024/25 Treasury Outturn report	Jonathan Davies	✓				
Audit Wales Annual Audit Summary 2024	Audit Wales/Richard Jones		✓			✓
Audit Wales Counter Fraud Arrangements Review & Management Response	Audit Wales/Richard Jones		✓			✓
Whistleblowing Annual Report	Philippa Green	✓				✓

#### 24TH JULY 2025

Reports to be with Peter by – 7th July 2025

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 10th July 2025

Pre-meeting – 14th July 2025

Finalised reports to Democratic Services – 15th July 2025

Despatch by Democratic Services – 16th July 2025

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Revenue & Capital MTFP update and process	Jon Davies	✓				
2025/6 Q1 - Treasury report	Jon Davies	✓				
Mon CC Draft Statement of Accounts 2024/25	Jon Davies	✓				
Draft Annual Governance Statement 2024/25	Jan Furtek				✓	
Draft Self-Assessment Report 2024/25	Richard Jones		✓			

#### 11TH SEPTEMBER 2025

Reports to be with Peter by – 22nd August 2025

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 28th August 2025

Pre-meeting – 1st September 2025

Finalised reports to Democratic Services – 2nd September 2025

Despatch by Democratic Services – 3rd September 2025

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Internal Audit Quarterly progress report (Q1)	Jan Furtek				✓	
Governance & Audit Committee Annual report 2024/5	Chair – Andrew Blackmore		✓			

2024/25 Welsh Church Fund/Monmouthshire Farm School Endowment Trust Draft Statements of Accounts	Jon Davies	✓				
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#### 30TH OCTOBER 2025 (MOVED FROM 16TH OCTOBER 2025)

Reports to be with Peter by – 10th October 2025

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 16th October 2025

Pre-meeting – 20th October 2025

Finalised reports to Democratic Services – 21st October 2025

Despatch by Democratic Services – 22nd October 2025

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
2024/25 MCC Statement of Accounts Final	Jon Davies	✓				
WAO Audit of Accounts Report	Steve Wyndham/Charlotte Owen					
Global Internal Audit Standards – Implementation and Self-Assessment	Jan Furtek				✓	
Health and Safety Annual Report	Kate Thompson		✓			
Anti-Fraud, Corruption & Bribery Policy Update	Jan Furtek				✓	

Call in of the Chief Officer for Social Care, Safeguarding and Accessible Health Services in response to the My Mates Internal Audit Report

Audit Wales Report: National Fraud Initiative 2024/25 - Update for Monmouthshire County Council	Steve Wyndham		✓			✓
Internal Audit quarterly progress report (Q2)	Jan Furtek				✓	

#### 27TH NOVEMBER 2025

Reports to be with Peter by – 10th November 2025

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 13th November 2025

Pre-meeting – 17th November 2025

Finalised reports to Democratic Services – 18th November 2025

Despatch by Democratic Services – 19th November 2025

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
25/26 Q2 Treasury report	Jon Davies	✓				
Whole Authority Annual Complaints Report	Annette Evans			✓		
The Ombudsman's Annual Letter	Annette Evans			✓		
Annual Audit Plan 24-25 Welsh Church Funds						✓

Richard Jones

Panel Performance Assessment: Purpose to provide the committee with an early overview of the arrangements being put in place as part of the council's Panel Performance Assessment	Matthew Gatehouse		✓			
Effectiveness of Strategic Risk Management Framework and summary of wider arrangements	Richard Jones		✓			

#### 28TH JANUARY 2026

Reports to be with Peter by – 8th January 2025

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 9th January 2026

Pre-meeting – 15th January 2026

Finalised reports to Democratic Services – Monday 17th January 2026

Despatch by Democratic Services – Tuesday 20th January 2026

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
2024/5 WCF/Mon Farm Statement of Accounts Final	Jon Davies	✓				
Audit Wales Work Programme: Council Progress update	Richard Jones		✓			
ISA260 for trust funds	Steve Wyndham /Jon Davies					✓
25/26 Q3 Treasury report	Jon Davies	✓				
National Fraud Initiative 2024/25 Exercise	Jan Furtek		✓			

#### 26TH FEBRUARY 2026

Reports to be with Peter by – 9th February 2026

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 12th February 2026

Pre-meeting – 16th February 2026

Finalised reports to Democratic Services – 17th February 2026

Despatch by Democratic Services – 18th February 2026

Report Title	Report Author	Terms of reference category				
		Financial Affairs	Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
2026/27 Capital strategy & Treasury strategy	Jon Davies	✓				
Anti Fraud, Bribery & Corruption Risk Assessment	Jan Furtek				✓	
Internal Audit quarterly progress report (Q3)	Jan Furtek				✓	
Draft Internal Audit Plan 2025/26	Jan Furtek				✓	

#### 16th APRIL 2026

Reports to be with Peter by – 24th March 2026

Reports to be with Wendy Barnard/Chair prior to pre-meeting – 27th March 2025

Pre-meeting – 1st April

Finalised reports to Democratic Services – 4.00pm 8th April 2026

Despatch by Democratic Services – 8th April 2026

Report Title	Report Author	Financial Affairs	Terms of reference category			
			Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit	External Audit
Review of the proposed update to the Council's constitution	James Williams - TBC		✓			.
Procurement Annual Report	Procurement/Ardal		✓			
Audit Grants report (Potentially 26th February 2026)	Audit Wales					✓
Whole Authority commissioning framework and approach	Richard Jones		✓			

4th JUNE 2026

Reports to be with Peter by

Reports to be with Wendy Barnard/Chair prior to pre-meeting

Pre-meeting

Finalised reports to Democratic Services

Despatch by Democratic Services

Report Title	Report Author	Financial Affairs	Terms of reference category		
			Risk, Internal Control, Performance & Corporate Governance	Complaints	Internal Audit