

Governance & Audit Committee Plan 2020 – 2021

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Governance & Assurance	Annual Governance Statement 2020/21.	To report the draft Annual Governance Statement 2020/21 prior to approval by Council as part of the Statement of Accounts.	Richard Rowlands	18 May 2021
Risk Management & Performance	Corporate Risk Overview 2020/21 – Quarter 4.	To report an overview of the status of Corporate Risk in the Council to provide assurance to the Committee that key risks are being managed in accordance with the Council's risk management policy and framework.	Richard Rowlands	18 May 2021
Internal Audit	Draft Governance and Audit Committee Annual Report 2020/21.	This report provides the draft Governance and Audit Committee Annual Report for the 2020/21 Municipal year.	Simon Cockings	18 May 2021
Internal Audit	Internal Audit Annual Report 2020/21.	This report summarises the work completed by the Internal Audit Section during 2020/21 and includes the Chief Auditor's opinion for 2020/21 based on the work undertaken in the year.	Simon Cockings	18 May 2021
Internal Audit	Internal Audit Recommendation Tracking Report - Quarter 4 2020/21.	This report provides committee with the status of the recommendations made in those audits where the follow-up has been undertaken in Q4 20120/21, to allow the Audit Committee to monitor the implementation of recommendations made by Internal Audit.	Simon Cockings	18 May 2021

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Governance & Assurance	Updated Terms of Reference for the Governance and Audit Committee.	The report presents an update to the Committee around legislative changes to the terms of reference.	Adam Hill	18 May 2021
Governance & Assurance	Election of the Chair for the 2021-2022 Municipal Year.	Election of the Chair for the 2021-2022 Municipal Year.	Jeremy Parkhouse	9 Jun 2021
Governance & Assurance	Election of the Vice-Chair for the 2021-2022 Municipal Year.	Election of the Vice-Chair for the 2021-2022 Municipal Year.	Jeremy Parkhouse	9 Jun 2021
Internal Audit	Employment of Agency Staff / Staff Sickness Figures.	To provide an update to Audit Committee on the employment and management of Agency Workers and associated sickness absence figures.	Adrian Chard	9 Jun 2021
Internal Audit	Internal Audit Annual Plan 2020/21 – Quarter 4 Monitoring Report.	This report summarises the audits finalised and work undertaken by the Internal Audit Section in Quarter 3 2020/21.	Simon Cockings	9 Jun 2021
Operational Matters / Key Risks	Presentation - Update on Internal Control Environment (including a focus on Risk Management and the five highest Risks that Directors are managing).- Director of Education.		Helen Morgan-Rees	14 Sep 2021
Governance & Assurance	Local Government and Elections (Wales) Act 2021 - Change in Membership.	The report presents an update to the Committee around legislative changes to the membership.	Adam Hill	12 Oct 2021
Operational Matters / Key Risks	Swansea Achieving Better Together – Update Report	Six-month update report on progress.	Adam Hill	12 Oct 2021

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Internal Audit	Impact of the Corporate Insolvency and Governance Act 2020.	Update regarding the impact of the Corporate Insolvency and Governance Act 2020 on Accounts Receivable.	Michelle Davies	9 Nov 2021
Operational Matters / Key Risks	Presentation - Update on Internal Control Environment (including a focus on Risk Management and the five highest Risks that Directors are managing).- Director of Social Services.		David Howes	9 Nov 2021
Operational Matters / Key Risks	Presentation - Update on Internal Control Environment (including a focus on Risk Management and the five highest Risks that Directors are managing). – Director of Place.		Martin Nicholls	8 Feb 2022
Operational Matters / Key Risks	Presentation - Update on Internal Control Environment (including a focus on Risk Management and the five highest Risks that Directors are managing).– Director of Resources.		Adam Hill	12 Apr 2022
Operational Matters / Key Risks	Swansea Achieving Better Together – Update Report	Six-month update report on progress.	Adam Hill	12 Apr 2022