

Governance & Audit Committee Workplan 2021/22

Appendix 2

Terms of Reference	9 June 2021	13 July 2021	24 August 2021	14 September 2021	12 October 2021	9 November 2021	14 December 2021	12 January 2022	8 February 2022	8 March 2022	12 April 2022
<b>Training</b>		Draft Governance and Audit Committee Training Programme.									
<b>Governance &amp; Assurance</b>	Election of Chair & Vice Chair	Election of Vice-Chair		Update Report – South West Wales Corporate Joint Committee.  Local Government and Elections (Wales) Act 2021 - Change in Membership	Scrutiny Annual Report 2020-21.			Update Report – South West Wales Corporate Joint Committee			
<b>Internal Audit</b>	IA Quarter 4 Monitoring Report  Grand Theatre Audit Report 2020/21  Service Centre – Accounts Receivable Update  Employment of Agency Staff	Annual Report of School Audits 2020-21		IA Recommendation Tracking Report – Q1 21/22  IA Quarter 1 Monitoring Report  Management of Absence Update  Service Centre – Accounts Receivable Update.	Employment of Agency Staff / Staff Sickness Figures.	Fundamental Audits 2020/21 – Recommendation Tracker Report  IA Recommendation Tracking Report – Q2 2021/22  IA Q 2 Monitoring Report		IA Recommendation Tracking Report – Q3 2021/22  IA Q 3 Monitoring Report	IA Annual Plan Methodology Report 2022/23  Draft IA Annual Plan 2022/23	IA Charter 2022/23  IA Strategy & Annual Plan 2022/23	
<b>Risk Management &amp; Performance</b>				Q1 Risk Monitoring Report		Q2 Risk Monitoring Report			Q3 Risk Monitoring Report		Q4 Risk Monitoring Report
<b>Counter Fraud</b>		Corporate Fraud Annual Report				Corporate Fraud – Six Month Update					
<b>Operational matters / key risks</b>				Update on Internal Control Environment – Director of Education		Update on Internal Control Environment – Director of Social Services  Swansea Achieving Better Together – Update Report			Update on Internal Control Environment – Director of Place		Swansea Achieving Better Together – Update Report  Update on Internal

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											Control Environment – Director of Resources
<b>External Audit</b>		Audit Wales - Follow Up Review of Corporate Safeguarding Arrangements - Children in Swansea Council.	Audit Wales - ISA 260 Report - City And County of Swansea  Audit Wales - Financial Sustainability Assessment - City and County of Swansea Council.			Audit Wales - Follow Up Review of Corporate Safeguarding Arrangements - Children in Swansea Council.					
<b>Financial Reporting</b>			Statement of Accounts			Impact of Corporate Insolvency and Governance Act 2020					

Note: Audit Committee Action Tracker Report and Audit Committee Workplan will be included as agenda items at each meeting. An update from WAO will also be on the agenda for each meeting.

**Reports Carried Over to 2022-2023 Municipal Year**

Terms of Reference	Report Title
Governance & Assurance	Appointment of Committee Member on Annual Governance Group