

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 |
|--|---|--|----------------|--|---------------------------------|--|----------------------------------|--|---|---|---|
| Training | | Draft Governance and Audit Committee Training Programme. | | | | | | | | | |
| Governance & Assurance | 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 | Workforce Strategy | | |
| Internal Audit | 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. | Fundamental Audits 2020/21 – Recommendation Tracker Report IA Recommendation Follow-up Report – Q2 2021/22 IA Q 2 Monitoring Report Response to The Community Equipment Service and Community Alarms Service Internal Audit Report. | | Grand Theatre Audit Update Report 2020/21 | IA Recommendation Tracking Report – Q3 2021/22 IA Q 3 Monitoring Report Management of Absence Update. Service Centre – Accounts Receivable Update. | IA Annual Plan Methodology Report 2022/23 Draft IA Annual Plan 2022/23 | IA Charter 2022/23 IA Strategy & Annual Plan 2022/23 |
| Risk Management & Performance | | | | Q1 Risk Monitoring Report | | Q2 Risk Monitoring Report | | | Q3 Risk Monitoring Report | | Q4 Risk Monitoring Report |
| Counter Fraud | | Corporate Fraud Annual Report | | | | Corporate Fraud – Six Month Update | | | | | |
| Operational matters / key risks | | | | Update on Internal Control Environment – Director of Education | | (Directorate): Internal Control Environment 2021/22 Director of Social Services | Annual Complaints Report 2020-21 | City and County of Swansea Administered Trust Fund | Update on Internal Control Environment – Director of Place | | Swansea Achieving Better Together – Update Report |

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Appendix 2

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| | | | | | | Swansea Achieving Better Together – Update Report | | | | | Update on Internal Control Environment – Director of Resources |
| External Audit | | 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. | | Auditor General for Wales Review of Town Centre Regeneration. | Audit Wales - Follow Up - Annual Report Corporate Safeguarding 2020-21 | Audit Wales Work Programme and Timetable – City and County of Swansea Council. | | | | |
| Financial Reporting | | | 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 |