

Governance & Audit Committee Workplan 2024/25

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Terms of Reference	5 June 2024	17 July 2024	4 September 2024	16 October 2024	27 November 2024	22 January 2025	5 March 2025	16 April 2025	June 2025 (25/26)
<b>Training</b>	Risk Management 12/06/24 (Richard Rowlands)	Internal Audit 03/07/24 (Simon Cockings)  Corporate Governance Training Max Caller 25/07/24 (Ness Young)	Performance Management 02/09/24 (Richard Rowlands)  Governance & Audit Committee Assessment of Effectiveness xx/xx/xx tbc		Complaints Process Training xx/xx/xx tbc (Sarah Lackenby)		Panel Performance Assessment Training 05/03/25 (Ness Young)		
<b>Governance &amp; Assurance</b>	Election of Chair & Vice Chair  Appointment of Committee Member on Annual Governance Group  Corporate Transformation Plan Annual Report 23/24	Complaints Update Report  Annual Governance Statement 2023/24  Draft Governance & Audit Committee Annual Report 2023/24		Scrutiny Annual Report  The Governance and Assurance Arrangements of Swansea Council's Strategic Partnerships  Public Services Ombudsman for Wales Annual letter to the Council for the period 2023-24	Absence Management & Employment of Agency Workers Audits - Update Report	Annual Complaints Report		Draft Committee Work Programme  Absence Management & Employment of Agency Workers Audits - Update Report	Annual Governance Statement  Draft Governance & Audit Committee Annual Report  Election of Chair & Vice Chair  Appointment of Committee Member on Annual Governance Group  Corporate Transformation Plan Annual Report 24/25
<b>Internal Audit</b>	IA Quarter 4 2023/24 Monitoring Report  Moderate Report – Waivers Update  Internal Audit Annual Plan 23/24	Internal Audit – Annual Report  Limited Report - Accounts Receivable Update	IA Quarter 1 Monitoring Report  Annual Report of School Audits	Accounts Receivable Update	IA Quarter 2 Monitoring Report  Fundamental Audits – Recommendation Tracker Report		IA Quarter 3 Monitoring Report  IA Annual Plan Methodology Report  Accounts Receivable Update	IA Charter 2024/25  IA Strategy & Draft Annual Plan	Internal Audit Annual Report  IA Quarter 4 2024/25 Monitoring Report
<b>Risk Management &amp; Performance</b>	Q4 Risk Monitoring Report		Q1 Risk Monitoring Report  The Annual Review of Performance 23/24	Q4 / End of Year 2023/24 Corporate Performance Report  Q1 Corporate Performance Report	Q2 Risk Monitoring Report	Performance Management update.	Q3 Risk Monitoring Report  Q2 Corporate Performance Report	Q3 Corporate Performance Report	Q4 Risk Monitoring Report  Q4 / End of Year Corporate Performance Report (TBC)

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<b>Counter Fraud</b>		Corporate Fraud Annual Report 2023/24 and Annual Plan 2024/25			Corporate Fraud – Six Month Update				
<b>Operational matters / key risks</b>			Update on Internal Control Environment - Director of Finance (SMAS)	Update on Internal Control Environment - Director of Social Services (SMAS)	Update on Internal Control Environment – Director of Education (SMAS)		Update on Internal Control Environment – Director of Place (SMAS)	Update on Internal Control Environment – Director of Corporate Services (SMAS)	
<b>Audit Wales</b>	Audit Wales – Outline Audit Plan 2024  Audit Wales Report - From firefighting to future-proofing – the challenge for Welsh public services  External Audit Tracker Report  Audit Wales Work Programme and Timetable – City and County of Swansea Council.	Update on the Council's response to the Audit Wales 2023 Report on Community Reliance and Self Reliance  Update on the Council's response to the Audit Wales 2023 Report on Social Enterprises  Audit Wales – Detailed Audit Plan 2024	External Audit Tracker Report  Audit Wales - Audit of Accounts Report - City & County of Swansea - Draft.  Audit Wales Work Programme and Timetable – City and County of Swansea Council.	Audit Wales Work Programme and Timetable – City and County of Swansea Council.	Setting of well-being objectives – City and County of Swansea Council  External Audit Tracker Report		Audit Wales Work Programme and Timetable – City and County of Swansea Council.  External Audit Tracker Report	Audit Wales - Assurance and Risk Assessment - Financial Position Update  Audit Wales Report - City & County of Swansea Annual Audit Summary	Audit Wales - Audit Plan  External Audit Tracker Report
<b>Financial Reporting</b>			Draft Statement of Accounts 23/24	Q1 Budget Monitoring Outturn		Q2 Budget Monitoring Outturn	Q3 Budget Monitoring Outturn		