

## Governance & Audit Committee Plan

## Appendix 1

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Risk Management & Performance	<b>Corporate Risk Overview 2021/22 – Quarter 3.</b>	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	8 Feb 2022
Internal Audit	<b>Internal Audit Annual Plan 2021/22 – Quarter 3 Monitoring Report.</b>	This report summarises the audits finalised and work undertaken by the Internal Audit Section in Quarter 3 2021/22.	Simon Cockings	8 Feb 2022
Internal Audit	<b>Internal Audit Recommendation Tracking Report - Quarter 3 2021/22.</b>	This report provides committee with the status of the recommendations made in those audits where the follow-up has been undertaken in Q3 2021/22, to allow the Audit Committee to monitor the implementation of recommendations made by Internal Audit.	Simon Cockings	8 Feb 2022
Internal Audit	<b>Service Centre – Accounts Receivable Update.</b>	The Accounts Receivable Internal Audit report was issued in March 2021 with a Moderate rating. The attached report summarises the position and the progress made to date since the last report to the committee in September 2021.	Michelle Davies, Sian Williams	8 Feb 2022

## Governance & Audit Committee Plan

## Appendix 1

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Operational Matters / Key Risks	<b>Update on Internal Control Environment – Director of Place.</b>	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	<b>Workforce Strategy Update.</b>	Progress report	Adrian Chard	8 Feb 2022
Internal Audit	<b>Absence Management Audit Report 20/21.</b>	The Management of Absence Internal Audit report was issued in March 2021 with a Moderate rating. The attached report summarises the position and the progress made to date.	Adrian Chard, Sian Williams	8 Mar 2022
External Audit	<b>Audit Wales Report – City &amp; County of Swansea Annual Audit Summary 2021.</b>	This is the audit summary for City & County of Swansea Council. It shows the work completed by Audit Wales since the last Annual Improvement Report, which was issued in March 2021. The audit summary forms part of the Auditor General for Wales' duties.	Ben Smith	8 Mar 2022
External Audit	<b>Audit Wales Work Programme and Timetable – City and County of Swansea Council.</b>	Quarterly Update.	Justine Morgan	8 Mar 2022

**Governance & Audit Committee Plan****Appendix 1**

<b>Terms of Reference</b>	<b>Report Title</b>	<b>Report Summary</b>	<b>Report Author</b>	<b>Date of Meeting</b>
Internal Audit	<b>Draft Internal Audit Annual Plan 2022/23.</b>	This report presents the Draft Internal Audit Annual Plan for 2022/23 to the Audit Committee for consideration prior to the final plan coming to committee in April for approval.	Simon Cockings	8 Mar 2022
Internal Audit	<b>Internal Audit Annual Plan Methodology Report 2022/23.</b>	This report provides a briefing to the Audit Committee on the methodology used to prepare the Internal Audit Annual Plan in advance of the Annual Plan 2022/23 being reported to the Committee for approval on 12 April 2021.	Simon Cockings	8 Mar 2022
Risk Management & Performance	<b>Corporate Risk Overview 2021/22 – Quarter 4.</b>	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	12 Apr 2022
	<b>Governance and Audit Committee Training Programme.</b>	This report details the Governance and Audit Committee Training Programme.	Adam Hill	12 Apr 2022

## Governance & Audit Committee Plan

## Appendix 1

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Internal Audit	<b>Internal Audit Charter 2022/23.</b>	This report outlines the background to the Public Sector Internal Auditing Standards (PSIAS) which were introduced with effect from 1st April 2013 and presents the Internal Audit Charter for final approval by Audit Committee following Corporate Management Team approval.	Simon Cockings	12 Apr 2022
Internal Audit	<b>Internal Audit Strategy &amp; Annual Plan 2022/23.</b>	This report presents the Internal Audit Strategy and Annual Plan for 2022/23 to the Audit Committee for approval.	Simon Cockings	12 Apr 2022
Operational Matters / Key Risks	<b>Swansea Achieving Better Together – Update Report</b>	Six-month update report on progress.	Adam Hill	12 Apr 2022
Operational Matters / Key Risks	<b>Update on Internal Control Environment – Director of Resources.</b>	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