

DRAFT Governance and Audit Forward Work Programme

Topic	Purpose	Lead Officer
Meeting Date: Wednesday 19 th June 2024		
Forward Work Programme 2024/25	To agree the FWP for 2023/24	Scrutiny and Democratic Officer
Shared Resource Service (SRS) Annual Internal Audit Report 2023/24	To present to the Draft Shared Resource Service Annual Internal Audit Report for 2023/24.	Rhian Hayden
Internal Audit Plan 2024-2029	To provide Members with the five-year strategic Audit Plan for the period 2024-2029.	Louise Rosser
Complaints Report (Qtr3 & Qtr4 – 2023/24)	To present the bi-annual report on Complaints as required by the Public Services Ombudsman for Wales.	Andrea Jones
Contracts – Estimated Value Below £75,000	To present findings of an audit in relation to contracts under £75,000.	Rhian Hayden

Meeting Date: 17 th July 2024		
Audit Wales Planning Review	To present the Audit Wales report.	Steve Smith
Brownfields Site	To present the Audit Wales Report.	Steve Smith
Code of Governance	To present the revised Code of Governance for the Council.	Gemma Wasley
Audit Wales - Use of performance information: Service User perspective and Outcomes	To present the Audit Wales report.	Sarah King
Corporate Risk Register (Qtr4)	To update Members on the Corporate Risk Register	Louise Rosser
Risk Management Strategy	To present the updated Risk Management Strategy	Louise Rosser
Annual Report of the Audit and Risk Manager 2023/24	To present the annual report.	Louise Rosser

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Topic	Purpose	Lead Officer
Meeting Date: 18 th September 2024		
Annual Report of the Governance and Audit Committee	To present the Annual report of the Committee.	Steve Berry / Chair
Audit Plan Progress Report (Qtr 1)	To update Members on the progress against the Internal Audit Plan.	Louise Rosser
Global Audit Standards	To present the report.	Louise Rosser

Meeting Date: 23 rd October 2024		
Annual Self-Assessment of Council Performance 2023/24 To be published by 31st October each year	To present the Annual Self-Assessment of Council performance.	Sarah King
Information Governance	To consider the report.	Steve Berry
Draft Statement of Accounts 2023/24	To present the 2023/24 Statement of Accounts and to consider the Authority's financial standing as at 31 March.	Rhian Hayden
Audit of Financial Statements	To present the report.	Rhian Hayden
Annual Governance Statement 2023/24	To present the Annual Governance Statement (AGS).	Gemma Wasley
Annual Report of the Public Services Ombudsman for Wales 2023/24	To inform Members of the Council's performance with regard to complaints to the Public Services Ombudsman for Wales.	Andrea Jones
Corporate Risk Register (Qtr1)	To update Members on the Corporate Risk Register	Louise Rosser
Fraud Strategy	To present for Member consideration.	Louise Rosser

Meeting Date: 20 th November 2024		
Complaints Report (Qtr1 & Qtr2 – 2024-25)	To present the bi-annual report on Complaints as required by the Public Services Ombudsman for Wales.	Andrea Jones
Internal Audit Charter	To provide an updated copy of the Internal Audit Charter.	Louise Rosser
Audit Plan Progress Report (Qtr 2)	To update Members on the progress against the Internal Audit Plan.	Louise Rosser

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Topic	Purpose	Lead Officer
Meeting Date: 11th December 2024		
Money Laundering Policy	To provide updated policy to Members.	Louise Rosser
RIPA Activity	To report on authorised RIPA activity as per the Council's policy.	Andrea Jones

Meeting Date: 22nd January 2025		
BGCBC – Annual Audit Summary	To present the Audit Wales Annual Audit Summary.	Sarah King
Corporate Risk Register (Qtr 2)	To update Members on the Corporate Risk Register	Louise Rosser
Audit Plan Progress report (Qtr 3)	To update Members on the progress against the Internal Audit Plan.	Louise Rosser
External Quality Assessment Action Plan	To present the report.	Louise Rosser

Meeting Date: 19th February 2025		
Fraud Query Letter	To present the report	Louise Rosser
Risk Management Handbook	To present the updated Risk Management Handbook	Louise Rosser
BGCBC – Detailed Audit Plan 2024	To present the Audit Wales report.	Rhian Hayden

Meeting Date: 19th March 2025		
Statement of Accounts 2023/24	To present for approval the 2023/24 Statement of Accounts and to consider the Authority's financial standing as at 31 st March	Rhian Hayden
Audit of Financial Statements	To consider the report from the Council's External Auditors Wales Audit Office.	Rhian Hayden
Final Annual Governance Statement 2023/24	To present the Final Annual Governance Statement (AGS).	Gemma Wasley

Meeting Date: 2nd April 2025		
Code of Governance	To present the revised Code of Governance for the Council.	Gemma Wasley
Corporate Risk Register (Qtr 3)	To update Members on the Corporate Risk Register	Louise Rosser

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Dates for Items to be confirmed		
Audit Wales – Digital Strategy	To present the National and Local Audit Wales report.	Bernadette Elias
Audit Wales – Unscheduled Care Project	To present the National Audit Wales report.	Tanya Evans / Alyson Hoskins
Silent Valley Waste Services	To provide detail regarding the finalisation of the in-house transfer.	Rhian Hayden
Audit Wales 2024 Audit Plan for BGCBC	To present the Audit Wales 2024 Audit Plan.	Rhian Hayden
CIW – Care and Support for Adults with Learning Disabilities	To present the report.	Tanya Evans Alyson Hoskins
Audit Wales – Arrangements for Commissioning Services	To present the report.	
Audit Wales – Financial Sustainability Review	To present the report.	Rhian Hayden