

## Process for Preparation of AGS 2015/16

Date	Steps
October/November 2015	Review of questionnaires
December 2015	<ul style="list-style-type: none"> <li>• Send out questionnaire to all Chief Officers for self assessment and obtaining information/evidence.</li> <li>• Send out questionnaire to Overview &amp; Scrutiny Chairs</li> </ul>
27 January 2016	Report to Audit Committee for endorsement of process
February/March 2016	<ul style="list-style-type: none"> <li>• Where appropriate internal challenge by the Working Group of the questionnaires returned by Chief Officers.</li> <li>• Gathering of further information/evidence by the Working Group</li> </ul>
March/April 2016	Working Group prepare draft AGS in the light of information/evidence provided and results of internal challenge.
May 2016	<p>Draft AGS considered by the Chief Executive, Monitoring Officer and Section 151 Officer, and COT.</p> <p>Working Group amend draft AGS as a result of consideration by Chief Executive, Monitoring Officer and Section 151 Officer.</p>
June 2016	Member workshop to discuss draft AGS
13 July 2016	<p>Report to Audit Committee with draft AGS</p> <ul style="list-style-type: none"> <li>• Accepted subject to amendments; or</li> <li>• Amendments needed</li> </ul>
August 2016	<p>Make amendments as necessary.</p> <p>Provide information and assist Wales Audit Office in its consideration of AGS</p>
September 2016	<p>If necessary, to Audit Committee for acceptance after amendments.</p> <p>AGS reported to County Council</p>