

**Process for Preparation of AGS**

Date	Steps
10 December 2014	Report to Audit Committee for endorsement of process
Late December 2014	<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>
February 2015	<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 2015	Working Group prepare draft AGS in the light of information/evidence provided and results of internal challenge.
May 2015	Draft AGS considered by the Chief Executive, Monitoring Officer and Section 151 Officer.
June 2015	Working Group amend draft AGS as a result of consideration by Chief Executive, Monitoring Officer and Section 151 Officer.
Early July 2015	Informal consideration of AGS by Audit Committee members
16 July 2015	Report to Audit Committee with draft AGS
August 2015	Provide information and assist Wales Audit Office in its consideration of AGS
September 2015	AGS reported to County Council