

GOVERNANCE AND AUDIT COMMITTEE

Date of Meeting	Wednesday, 24 th January 2024
Report Subject	Forward Work Programme
Report Author	Internal Audit, Performance and Risk Manager
Category	Advisory

EXECUTIVE SUMMARY

The Governance and Audit Committee presents an opportunity for Members to determine the Forward Work Programme of the Committee of which they are Members. By reviewing and prioritising the Forward Work Programme, Members are able to ensure it is Member-led and includes the right issues. A copy of the Forward Work Programme is attached at Appendix A for Members' consideration which has been updated following the last meeting.

The Committee is asked to consider, and amend where necessary, the Forward Work Programme for Governance and Audit Committee.

RECOMMENDATION

1	That the Committee considers the draft Forward Work Programme and approve/amend, as necessary.
2	That the Internal Audit, Performance and Risk Manager, in consultation with the Chair and Vice-Chair of the Committee, be authorised to vary the Forward Work Programme between meetings, as the need arises.

REPORT DETAILS

1.00	EXPLAINING THE FORWARD WORK PROGRAMME
1.01	Items feed into a Committee's Forward Work Programme from a number of sources. Many items are standard every quarter, six months or annually, and Members can also suggest topics for review by the Committee. Items can also be referred by the Cabinet, County Council or Chief Officers.

1.02	<p>In identifying topics for future consideration, it is useful for a 'test of significance' to be applied. This can be achieved by asking a range of questions as follows:</p> <ol style="list-style-type: none"> 1. Will the review contribute to the Council's priorities and/or objectives? 2. Is it an area of major change or risk? 3. Are there issues of concern in governance, risk management or internal control? 4. Is it relevant to the financial statements or financial affairs of the Council? 5. Is there new government guidance or legislation? 6. Is it prompted by the work carried out by Regulators/Internal Audit? 																				
1.03	<p>Following the Committee meeting in November there have been some changes to the forward work programme. This is either following a request for an additional report in January by committee, new reports or to allow reports to be presented to Cabinet and Overview and Scrutiny committees first in line with the External Assurance reporting protocol.</p>																				
	<table border="1"> <thead> <tr> <th data-bbox="316 786 647 891">Report</th> <th data-bbox="655 786 1139 891">Reason for Movement</th> <th data-bbox="1147 786 1294 891">Original Date</th> <th data-bbox="1302 786 1436 891">New Report Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="316 898 647 969">AW – Social Enterprises Report</td> <td data-bbox="655 898 1139 969">New Report</td> <td data-bbox="1147 898 1294 969">-</td> <td data-bbox="1302 898 1436 969">Jan 2024</td> </tr> <tr> <td data-bbox="316 976 647 1081">Audit Actions Update – Housing & Community</td> <td data-bbox="655 976 1139 1081">New report at the request of GAC in November</td> <td data-bbox="1147 976 1294 1081">-</td> <td data-bbox="1302 976 1436 1081">Jan 2024</td> </tr> <tr> <td data-bbox="316 1088 647 1193">AW - Annual Risk Assurance Report</td> <td data-bbox="655 1088 1139 1193">Needs to be presented to Cabinet and Climate Change Committee before GAC</td> <td data-bbox="1147 1088 1294 1193">Jan 2024</td> <td data-bbox="1302 1088 1436 1193">April 2024</td> </tr> <tr> <td data-bbox="316 1200 647 1263">AW – Homelessness Prevention Report</td> <td data-bbox="655 1200 1139 1263">New Report</td> <td data-bbox="1147 1200 1294 1263">-</td> <td data-bbox="1302 1200 1436 1263">Apr 2024</td> </tr> </tbody> </table>	Report	Reason for Movement	Original Date	New Report Date	AW – Social Enterprises Report	New Report	-	Jan 2024	Audit Actions Update – Housing & Community	New report at the request of GAC in November	-	Jan 2024	AW - Annual Risk Assurance Report	Needs to be presented to Cabinet and Climate Change Committee before GAC	Jan 2024	April 2024	AW – Homelessness Prevention Report	New Report	-	Apr 2024
Report	Reason for Movement	Original Date	New Report Date																		
AW – Social Enterprises Report	New Report	-	Jan 2024																		
Audit Actions Update – Housing & Community	New report at the request of GAC in November	-	Jan 2024																		
AW - Annual Risk Assurance Report	Needs to be presented to Cabinet and Climate Change Committee before GAC	Jan 2024	April 2024																		
AW – Homelessness Prevention Report	New Report	-	Apr 2024																		

2.00	RESOURCE IMPLICATIONS
2.01	None as a result of this report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Both the Chair and Vice-Chair were consulted prior to the meeting and publication of this report also constitutes consultation.

4.00	RISK MANAGEMENT
4.01	None as a result of this report.

5.00	APPENDICES
5.01	Appendix A - Draft Forward Work Programme.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None.</p> <p>Contact Officer: Lisa Brownbill Internal Audit, Performance and Risk Manager</p> <p>Telephone: 01352 702231</p> <p>E-mail: lisa.brownbill@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Governance - The system by which local authorities direct and control their functions and relate to their communities. It is founded on the basic principles of openness and inclusivity, integrity and accountability together with the overarching concept of leadership. It is an inter-related system that brings together the underlying set of legislative requirements, governance principles and management processes.</p> <p>Risk Management - The process of identifying risks, evaluating their potential consequences, and managing them. The aim is to reduce the frequency of risk events occurring (wherever this is possible) and minimise the severity of their consequences if they occur. Threats are managed by a process of controlling, transferring or retaining the risk. Opportunities are managed by identifying strategies to maximise the opportunity or reward for the organisation.</p> <p>Internal Control - Appropriate procedures and processes are in place to mitigate any risk which may prevent the organisation from achieving its objectives and service delivery.</p> <p>Financial Management - The planning, organising, directing and control of the financial activities of the Council to ensure sufficient resources are available to delivery its intended outcomes.</p> <p>Audit Wales - Works to support the Auditor General as the public sector watchdog for Wales. They aim to ensure that the people of Wales know whether public money is being managed wisely and that public bodies in Wales understand how to improve outcomes.</p>