

AUDIT COMMITTEE

Date of Meeting	Wednesday, 24 th March 2021
Report Subject	Forward Work Programme
Report Author	Internal Audit Manager
Category	Advisory

EXECUTIVE SUMMARY

The 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 Audit Committee.

RECOMMENDATION

1	That the Committee considers the draft Forward Work Programme and approve/amend as necessary.
2	That the Internal Audit 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 January there has been a need to move two items in the forward work programme. Both the Chair and Vice-Chair of the Audit Committee have been consulted on this movement. This is reflected below:</p>												
	<table border="1"> <thead> <tr> <th data-bbox="592 752 1027 831">Report</th> <th data-bbox="1027 752 1219 831">Reason for Movement</th> <th data-bbox="1219 752 1347 831">Original Date</th> <th data-bbox="1347 752 1442 831">New Report Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="304 837 587 954">Certification of Grants and Returns</td> <td data-bbox="592 837 1027 954">To allow time to prepare a response to the report.</td> <td data-bbox="1027 837 1219 954">Mar 2021</td> <td data-bbox="1219 837 1347 954">Jun 2021</td> </tr> <tr> <td data-bbox="304 960 587 1108">Private Meeting</td> <td data-bbox="592 960 1027 1108">To allow sufficient time between meetings as the last took place November 2020 due to the pandemic</td> <td data-bbox="1027 960 1219 1108">Mar 2021</td> <td data-bbox="1219 960 1347 1108">Sep 2021</td> </tr> </tbody> </table>	Report	Reason for Movement	Original Date	New Report Date	Certification of Grants and Returns	To allow time to prepare a response to the report.	Mar 2021	Jun 2021	Private Meeting	To allow sufficient time between meetings as the last took place November 2020 due to the pandemic	Mar 2021	Sep 2021
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2.00	RESOURCE IMPLICATIONS
2.01	None as a result of this report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Publication of this report 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 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>