

**Corporate Governance and Audit Committee – Outline Agenda Plan –
2024/25**

MEETING DATE	ITEMS FOR CONSIDERATION
28 June 2024	<ol style="list-style-type: none"> 1. Customer Complaints 2. Treasury Outturn Report (Reference to Council) 3. Annual Governance Statement (draft) 4. Amendment to Risk Management Statement (Reference to Council)
26 July 2024	<ol style="list-style-type: none"> 1. Annual Corporate Emergency Planning & Business Continuity 2. Annual Report of the Committee 3. External Auditors Recommendations 4. Appointment of a second Independent Person 5. Q1 of IA
27 September 2024	<ol style="list-style-type: none"> 1. Health & Safety Report 2. Information Governance Annual Report 3. Members Allowances 4. Internal Audit update plan Oct 24 – March 25 5. District Heating request for officer attendance
29 November 2024	<ol style="list-style-type: none"> 1. Bad Debt Write Off Report 2. Final Accounts 3. Treasury 6-month Outturn Report 4. Annual Governance Statement 5. Audit Finding Report 6. Risk Management Update 7. Q2 of IA
31 January 2025	<ol style="list-style-type: none"> 1. Dates of Council Meetings (Reference to Council) 2. Treasury Strategy Report 3. 2023-24 Auditors Annual Report (VFM) 4. Q3 of IA
07 March 2025	<ol style="list-style-type: none"> 1. Proposed amendments to Financial Procedure Rules (Reference to Council) 2. Proposed amendments to Contract Procedure Rules (Reference to Council) 3. Proposed changes to the Constitution (Reference to Council) 4. Outside Bodies Nominations 5. Annual Governance Statement (monitoring)
25 April 2025	<ol style="list-style-type: none"> 1. Informing the Audit Risk Assessment 2. 2024-25 Audit Plan 3. Annual report of Internal Audit 4. Q4 of IA 5. Internal Audit Plans 2025-26 (Q1-Q2)