

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

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

	<ol style="list-style-type: none"><li>5. Housing Tenant Allocation Update</li><li>6. Proposed Amendment to Councillor and Officer Protocol</li><li>7. Procurement Review (Motion)</li></ol>
25 April 2025	<ol style="list-style-type: none"><li>1. Informing the Audit Risk Assessment</li><li>2. 2024-25 Audit Plan</li><li>3. Annual report of Internal Audit</li><li>4. Q4 of IA</li><li>5. Internal Audit Plans 2025-26 (Q1-Q2)</li></ol>