

**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
06 December 2024	<ol style="list-style-type: none"> 1. Notification of a Second Independent Member 2. Bad Debt Write Off Report 3. Treasury 6-month Outturn Report 4. Q2 of IA
31 January 2025	<ol style="list-style-type: none"> 1. Dates of Council Meetings (Reference to Council) 2. Members Allowances 3. Audit Finding Report 4. Annual Governance Statement 5. Final Accounts 6. Treasury Strategy Report 7. 2023-24 Auditors Annual Report (Value for Money)
21 February 2025	<ol style="list-style-type: none"> 1. Annual Customer Standards Report 2. Risk Management Update 3. Q3 of IA 4. Cyber Security Update 5. Dates of Council Meetings 6. Code of Corporate Governance 7. Outside Bodies Update
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. District Heating Update

	<ol style="list-style-type: none">5. Proposed Amendment to Councillor and Officer Protocol6. Procurement Review (Motion)
25 April 2025	<ol style="list-style-type: none">1. Informing the Audit Risk Assessment2. 2024-25 Audit Plan3. Annual report of Internal Audit4. Q4 of IA5. Internal Audit Plans 2025-26 (Q1-Q2)6. Housing Tenant Allocation Update7. Dates of Council Meetings (reference to Council)8. Minimum Revenue Provision Briefing