

Audit and Governance Committee

Work Programme 2024/25



Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance.

For general enquiries relating to the Council's Committees, including this Committee's work programme, please contact Hannah Chandler-Whiting (Democratic Advisor) on 01752 305155.

Date of Meeting	Agenda Item	Reason for Consideration	Lead Officer
23 July 2024	Role of an Audit Member	Standing Item (Verbal Report)	Paul Dossett
	External Audit Report – Progress Report/Plan 2023/24		Paul Dossett
	External Audit Report – 2020/21 Audit findings report		Paul Dossett
	Management Response to GT 2024 Actions including a revised Management Review and Action Plan addressing the CIPFA Financial Management Code		David Northey
	Update on Capitalisation	(Verbal Report)	David Northey
	Statement of Accounts 2019/20 Accounts and 2020/21 Accounts		Carolyn Haynes
	Draft Statement of Accounts 2023/24		Carolyn Haynes
	Contract Standing Orders		Holly Golden/Liz Bryant/Alison Critchfield
	Procurement Strategy		Holly Golden
	Treasury Management Outturn Report 2023/24		Wendy Eldridge
	Internal Audit Actions Review		Louise Clapton
	Internal Audit End of Year Report	Annual Report	Louise Clapton
	Internal Audit Strategy and Charter 2024/25	Annual Report	Louise Clapton
	Annual Information Governance Statement	Annual Report	John Finch
	Counter Fraud Annual Report	Annual Report	Ken Johnson
	Annual Governance Statement		Ross Jago
	Constitutional Update		Ross Jago
	Risk Management Monitoring Report		Ross Jago
	Electoral Cycle Consultation	Council Motion on Notice from 24/06/24	Elinor Firth
		Update on External Audit Recommendations	Standing Item (Verbal Update)

10 September 2024	Capitalisation Direction Update		David Northey
	Internal Audit Progress Report		Louise Clapton
	Committee Self-Assessment		David Northey/Ross Jago
	Health, Safety and Wellbeing Annual Report 2023/24	Annual Report	Kirstie Spencer
	Family of Companies		Liz Bryant
12 November 2024	Plymouth City Council Audit Plan 2023/24		Jackson Murray
	Interim Auditor's Annual Report		Jackson Murray
	Counter Fraud Half Year Report	Half Year Report	Ken Johnson
	Internal Audit Actions report		Louise Clapton
	Internal Half Year Report	Half Year Report	Louise Clapton
	Capital Finance Strategy	Annual Report	Wendy Eldridge
	Treasury Management Strategy	Annual Report	Wendy Eldridge
	Treasury Management Mid-Year Review	Annual Report	Wendy Eldridge
	Risk Management Monitoring Report		Ross Jago
	Performance and Accountability Framework	Moved from September to November on 28 Aug 2024.	Ross Jago
	Committee Self-Assessment	Added by officers 30 August 2024.	David Northey/Ross Jago
	Electoral Cycle Consultation		Liz Bryant/Caroline Marr/Andrew Binding/Ellie Firth
11 December 2024 (Additional Meeting)	Approval of Statement of Accounts 2021/22 and 2022/23		Carolyn Haynes/Paul Dossett
14 January 2025	External Auditor Update		Jackson Murray
	Capitalisation Direction Update	Verbal Update	David Northey
	Update on External Audit Recommendations	Standing Item	David Northey
	Treasury Management Board Update	Verbal Update	Wendy Eldridge
	Adult Social Care Debt Management 2024/25	Requested at the November 2024 meeting	Devon Audit Partnership
	Procurement Readiness Action Plan		Holly Golden
	Committee Self-Assessment	Added during 10 September 2024 meeting	Ross Jago

18 February 2025 (Additional Meeting)	Update on External Audit Recommendations	Standing Item	David Northey
	Capitalisation Direction Update	Verbal Update	David Northey
	Update on External Audit Progress (23/24)		Paul Dossett
	Approval of Statement of Accounts 2023/24		Carolyn Haynes
	Civic Protocol		Glenda Favor-Ankersen/Maddie Halifax
	Constitutional Changes		Ross Jago
11 March 2025	External Audit Progress Report		Paul Dossett
	External Audit – Audit Findings Report 2023/24		Paul Dossett
	Update on External Audit Recommendations	Standing Item	David Northey
	Capitalisation Direction Update		David Northey
	Internal Audit Strategy and Charter 2025/26	Annual Report	Louise Clapton
	Internal Audit Plan 2024/25		Louise Clapton
	Anti-Bribery and Corruption Policy		Ken Johnson
	Whistleblowing Policy	Annual Review	TBC
	Treasury Management Practices Principles and Schedules 2025/26	Annual Item	Wendy Eldridge
	Quarterly Prudential Indicators	Quarterly Report	Wendy Eldridge
	Treasury Management Board Update	Update Report	Wendy Eldridge
	Procurement Strategy	Update every 6 months	Holly Golden
	Audit and Governance Annual Report (to include Committee Self-Assessment)	Annual Report	Ross Jago
	Review of efficiency and effectiveness of Constitutional Updates	Identified for consideration at the July 2024 meeting.	Ross Jago
	Risk Management Monitoring Report		Ross Jago
	Data to Intelligence Strategy	Review Identified for consideration at the November 2024 meeting	Ross Jago
Items to be schedule for 2024/25			
2024/25	Regulatory Regimes	Identified for consideration at the March 2024 meeting.	Ross Jago
2024/25	Pre-Election Period Guidance	Identified for consideration at	Liz Bryant

		the July 2024 meeting.	
Items to be scheduled for 2025/26			