

Governance Committee	Relevance to Remit of Committee	Officer Lead	05-Feb 2024	22-Apr 2024	20-May 2024	22-Jul 2024	23-Sep 2024	25-Nov 2024
Internal Audit and Assurance Functions - Veritau								
Internal Audit work programme – progress reports Internal Audit 24/25 work programme consultation Internal audit 2024/25 indicative work programme Internal Audit and Assurance year end report - July 2024 Counter Fraud framework update	Internal Audit is a statutory service under the Accounts and Audit Regulations 2015 and PSIAS. An authority must undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes.	Veritau						
		Veritau	X		X		X	
		Veritau	X					
		Veritau		X				
		Veritau					X	
							X	
External Audit Functions - Mazars								
Annual Audit Strategy Memorandum Audit Completion Report Auditor's Annual Report, including the Value for Money review and final audit completion certificate Audit Progress Report	External auditors in the public sector give a statutory independent opinion on public bodies' financial statements and comment on the conduct of their financial affairs and the management of performance and resources.	GB/CD			X		X	
		GB/CD	X	X			X	
		GB/CD	X	X			X	
		GB/CD	X	X	X		X	
Governance Functions								
Review of Financial Procedure Rules Review of Contract Procedure Rules Review of Treasury Management Policies & Update Review of Accounting Policies & Financial Accounts Update 22/23 audit update CIPFA Financial Management Code Review Review of RIPA return Annual Insurance Update - July 2024 Corporate Risk Management and risk register update Risk Management Policy Update Corporate and Ombudsman Complaints Monitoring annual report Corporate Complaints and Compliments Procedure update Vexatious Complainants Procedure update Annual Business Continuity Policy and Business Continuity Update Information Governance - annual assurance report	An authority must ensure that it has a sound system of internal control covering the effective exercise of its functions, the achievement of its aims and objectives, the effective financial and operational management of the authority; and the effective management of risk.	PW/RD		X				
		AN	X					
		PW/RD	X					
		PW/RD		X				
		CS				X		X
		VS				X		
		VS		X				X
		VS		X				
		VS						X
		VS	X	X				
		VS		X				
		VS						X
		AD				X		
Financial Statements								
Draft Statement of Accounts (Full & Summary) - Post May 2023/24 Acceptance of the Statement of Accounts Acceptance of the Annual Governance Statement Agreeing the Letter of Representation Director & Committee Assurances Progress review of Annual Governance Statement - 2023/24	An authority must ensure that it has effective financial management. A statement of accounts prepared by an authority must be prepared in accordance with the Accounts & Audit Regulations; and use proper practices.	RD				X		
		RD	X				X	
		AP					X	
		PW		X			X	
		PW	X				X	
		AP					X	