

Governance and Audit Committee Work Plan 2024-2025

Committee Membership:

Chairman: Councillor Tim Harrison

Vice-Chairman: Councillor Helen Crawford

| Item | Current Issues/Status | Outcome Sought |
|---|---|---|
| 24 September 2024 | | |
| Internal Audit Progress Report | Update from the Council's Internal Auditors | To review and note the contents of the report |
| LSCP Report 23/24 | Safeguarding Update for 23/24. | To review the report. |
| Treasury Management Activity Updates | Update on treasury and debt management operations during the financial year. | To review and note the contents of the report. |
| Strategic Risk Register | The Strategic Risk Register is presented to the Committee bi-annually as part of the monitoring and review of the risk management arrangements. | To review and consider approving the Strategic Risk Register. |
| Risk Management Annual Report 23/24 | The Annual Report on Risk Management Procedure and Policy. | To review and note the contents of the report. |
| Risk Management Framework 2024/2026 | A presentation of the Risk Management Framework 2024/2026 | To review and note the contents of the report. |
| Health and Safety Annual Report 2023/2024 | Report to give an overview of the health and safety management arrangements within South Kesteven District Council and identify key areas of focus. | To review and note the contents of the report. |
| Ombudsman Annual Report 2023/2024 | Annual review of complaints received and decisions made from the Local Government Ombudsman Letter. | To review and note the contents of the report. |

| Item | Current Issues/Status | Outcome Sought |
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| 27 November 2024 | | |
| Internal Audit Progress Report | Update from the Council's Internal Auditors | To review and note the contents of the report |
| Annual Governance Report | Report outlining the key findings arising from the statutory audit of South Kesteven District Council. | To review and note the contents of the report. |
| Internal Audit Progress Report | Update from the Council's Internal Auditors | To review and note the contents of the report |
| Statement of Accounts 2023/2024 | To be approved each year by the statutory deadline. | To approve the 2023/2024 Statement of Accounts and their publication on the Council's website. |
| Annual Governance Statement | To consider the Draft Annual Governance Statement for 2023/2024 | To consider approving the Draft Annual Governance Statement for 2023/2024 |
| Review of Effectiveness and Terms of Reference | Consider the outcome of a self-assessment of the effectiveness of the Committee's work. | To consider amending Terms of Reference |
| Safeguarding Report 2023/2024 | An overview of the Council's involvement in the safeguarding of children, young people and vulnerable adults for 2023/2024. | To review and note the contents of the report. |
| Review Appointments to LeisureSK Limited | 6 monthly review of Director appointments to LeisureSK Limited | To consider the report and any recommendations. |
| 22 January 2025 | | |
| Internal Audit Progress Report | Update from the Council's Internal Auditors | To review and note the contents of the report |

| Item | Current Issues/Status | Outcome Sought |
|---|---|---|
| Indicative Internal Audit Plan 2025/2026 | Internal Audit to present the indicative Internal Audit Plan for 2025/2026. | To review and note the contents of the report. |
| Treasury Management Activity Updates | Update on treasury and debt management operations during the financial year. | To review and note the contents of the report. |
| Treasury Management Strategy | Monitor the Council's Treasury Management Strategy. | Monitor, review and amend as appropriate. |
| 19 March 2025 | | |
| Internal Audit Progress Report | Update from the Council's Internal Auditors | To review and note the contents of the report |
| Annual Report on Grants and Returns | To review activity from grants and returns for the year. | To review and note the contents of the report. |
| Indicative Internal Audit Plan 2025/2026 | Internal Audit to present the indicative Internal Audit Plan for 2025/2026. | To agree the Plan for 25/26 |
| Statement of Accounting Policies | Annual report prior to the preparation of the Statement of Accounts to ensure that the policies are up to date and in line with the CIPFA Code of Practice. | To consider approving the Statement of Accounting Policies. |
| Strategic Risk Register | The Strategic Risk Register is presented to the Committee bi-annually as part of the monitoring and review of the risk management arrangements. | To review and consider approving the Strategic Risk Register. |
| Review of RIPA Programme | Annual review of RIPA activity | To review and note the contents of the report. |
| Items to be allocated as and when required | | |
| Financial Regulations | | |

| Item | Current Issues/Status | Outcome Sought |
|---|-----------------------|----------------|
| Constitutional Amendments | | |
| Code of Corporate Governance | | |
| Code of Conduct | | |
| Contract Procedure Rules | | |
| Risk Management Framework | | |
| Committee Members Meeting with Auditors | | |
| Counter Fraud Framework | | |
| Review of Subject Access Requests | | |