



**COTSWOLD**  
DISTRICT COUNCIL

Monday, 15 July 2024

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## **AUDIT AND GOVERNANCE COMMITTEE**

A meeting of the Audit and Governance Committee will be held in the Council Chamber - Council Offices, Trinity Road, Cirencester, GL7 1PX on **Tuesday, 23 July 2024 at 4.00 pm.**

Rob Weaver  
Chief Executive

To: Members of the Audit and Governance Committee  
(Councillors Nigel Robbins, Patrick Coleman, Helene Mansilla, Jeremy Theyer, Chris Twells, Michael Vann and Len Wilkins; Christopher Bass and John Chesshire)

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

## AGENDA

1. **Apologies**  
To receive any apologies for absence. The quorum for the Audit and Governance Committee is 3 members.
2. **Substitute Members**  
To note details of any substitution arrangements in place for the meeting.
3. **Declarations of Interest**  
To receive any declarations of interest from Members and Officers, relating to items to be considered at the meeting.
4. **Minutes (Pages 5 - 10)**  
To confirm the minutes of the meeting of the Committee held on 25 April 2024.
5. **Public Questions**  
To deal with questions from the public within the open forum question and answer session of fifteen minutes in total. Questions or supplementary questions from each member of the public should be no longer than two minutes each and relate issues under the Committee's remit.
6. **Member Questions**  
To deal with written questions by Members, relating to issues under the Committee's remit, with the maximum length of oral supplementary questions at Committee being no longer than one minute. Responses to any supplementary questions will be dealt with in writing following the meeting
7. **External Audit Plan 2023/24 (Pages 11 - 26)**  
Purpose  
To receive the 2023/24 Audit Plan from Bishop Fleming, the Council's external auditors.  
  
Recommendation  
That Audit and Governance Committee resolves to:
  1. Consider and note the Bishop Fleming Audit Plan for 2023/24
8. **Draft Annual Governance Statement (Pages 27 - 34)**  
Purpose  
This report presents the Audit and Governance Committee with a draft Annual Governance Action plan for 24/25  
  
Recommendations  
That the Audit and Governance Committee resolves to:
  1. Approve the Annual Governance Action Plan for 24/25
  2. Note associated progress updates
9. **Internal Audit Annual Opinion (Pages 35 - 64)**  
Summary/Purpose  
To present a summary of the work undertaken by Internal Audit during 2023/24 and to give an overall opinion on levels of assurance resulting from this work.

Recommendation

That the Audit and Governance Committee resolves to:

1. Consider the report and comments as necessary

10. **Treasury Management Outturn** (Pages 65 - 80)

Purpose

To receive and discuss details of the Council's Treasury management performance for the period 01 April to 31 March 2024.

Recommendation

That the Audit and Governance Committee resolves to:

1. Consider the Council's Treasury Management performance for the period 1 April 2023 to 31 March 2024.
2. Agree any comments to be passed to full Council when considering this item.

11. **Draft Statement of Accounts**

*To follow*

Purpose

The Statement of Accounts for 2023/24 shows the financial position of the Council as of 31 March 2024 as well as the performance during the year. Under the Council's Constitution, the Audit and Governance Committee is charged with the responsibility of the approval of the accounts. This report presents to the Committee for consideration the published (unaudited) draft Statement of Accounts for the year ended 31 March 2024.

Recommendations

That the Audit and Governance Committee Resolves to:

1. Note the draft unaudited Statement of Accounts 2023/24 (as attached at Annex A).
2. Note the highlights from the Statement of Accounts 2022/23 as set out within the report.

12. **Annual Standards Update** (Pages 81 - 110)

Purpose

To present the Audit and Governance Committee with and update on Code of Conduct Complaints and arrangements for dealing with these.

Recommendations

That the Audit and Governance Committee resolves to:

1. Note the update for the financial years 2022 – 2023 and 2023 - 2024
2. Recommend to full Council to approve the updated arrangements for dealing with code of conduct complaints;
3. Recommend to full Council to approve the procedure for the Standards Hearing Sub-Committee and to delegate authority to the Director of Governance & Development to make minor amendments to the procedure.

13. **Work Plan** (Pages 111 - 114)

For the Committee to note and review its work plan.

(END)