



COTSWOLD
DISTRICT COUNCIL

AUDIT AND GOVERNANCE COMMITTEE WORK PLAN
1 JANUARY 2025 – 30 APRIL 2025

Audit and Governance Committee

The Audit and Governance Committee responsible for monitoring the adequacy and effectiveness of the Council's governance arrangements. This includes overseeing the audit function, annual accounts and the work of the internal auditors, promoting and maintaining high standards of conduct of members and, through its Standards Hearings Sub-Committee, determining complaints that an elected member of the district council or a town or parish council within the district are has breached the code of conduct.

The Committee has the following powers under the Council's Constitution:

- The Committee has the right to require the attendance of any Council officers and/or members in order to respond directly to any issue under consideration;
- To review any issues referred to it by the Chief Executive, other statutory officer or any Council body; and
- The power to call expert witnesses from outside the Council to give advice on matters under review or discussion.

This work programme sets out the expected business for meetings of the Audit and Governance Committee.

Item	Meeting Date	Lead Officer
28 January 2025		
External Auditors Annual report 2023/24	28 Jan 2025	Michelle Burge, Chief Accountant michelle.burge@publicagroup.uk
Local Code of Corporate Governance	28 Jan 2025	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk cheryl.sloan@cotswold.gov.uk
Cybersecurity Update	28 Jan 2025	John Chorlton, Business Manager for ICT john.chorlton@publicagroup.uk
Annual Treasury Management Strategy and Annual Non-Treasury Investment Strategy 2025/26	28 Jan 2025	Michelle Burge, Chief Accountant michelle.burge@publicagroup.uk
Internal Audit Progress Report	28 Jan 2025	Lucy Cater, Assistant Director (SWAP) lucy.cater@publicagroup.uk
Annual Capital Strategy 2025/26	28 Jan 2025	Michelle Burge, Chief Accountant michelle.burge@publicagroup.uk
Strengthening the standards and conduct framework for local authorities in England – Consultation	28 Jan 2025	Angela Claridge, Director of Governance and Development (Monitoring Officer) Angela.Claridge@Cotswold.gov.uk
27 May 2025		
Risk Management Policy	27 May 2025	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk cheryl.sloan@cotswold.gov.uk
Annual Governance Statement – Action Plan Update	27 May 2025	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk cheryl.sloan@cotswold.gov.uk
Internal Audit Plan and Charter	27 May 2025	Lucy Cater, Assistant Director (SWAP) lucy.cater@publicagroup.uk

Internal Audit Progress Report	27 May 2025	Lucy Cater, Assistant Director (SWAP) lucy.cater@publicagroup.uk
CFEU Update Report (RIPA and IPA annual update)	27 May 2025	Emma Cathcart, Head of Service, Counter Fraud and Enforcement Unit emma.cathcart@cotswold.gov.uk
Annual Standards Update	27 May 2025	Angela Claridge, Director of Governance and Development (Monitoring Officer) Angela.Claridge@Cotswold.gov.uk