



COTSWOLD
District Council

AUDIT AND GOVERNANCE COMMITTEE WORK PLAN MAY 2025 – JANUARY 2026

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
27 May 2025		
Risk Management Policy	27 May 2025	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk cheryl.sloan@publicagroup.uk
Annual Governance Statement – Action Plan Update	27 May 2025	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk cheryl.sloan@publicagroup.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
Update on Government overhaul of local audit in England	27 May 2025	David Stanley, Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
2024/25 External Audit Plan	27 May 2025	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.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
Whistleblowing Policy	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
2024/25 Draft Accounting Policies	27 May 2025	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.uk

14 July 2025

Treasury Management Outturn	14 Jul 2025	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.uk
Draft Annual Governance Statement	14 Jul 2025	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.uk
Internal Audit Annual Opinion	14 Jul 2025	Lucy Cater, Assistant Director (SWAP) lucy.cater@publicagroup.uk
2024/25 Draft Statement of Accounts	14 Jul 2025	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.uk

30 September 2025

Internal Audit Progress Report	30 Sep 2025	Lucy Cater, Assistant Director (SWAP) lucy.cater@publicagroup.uk
Q1 Prudential Indicators (Treasury Management)	30 Sep 2025	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.uk
Local Code of Corporate Governance	30 Sep 2025	Angela Claridge, Director of Governance and Development (Monitoring Officer) Angela.Claridge@Cotswold.gov.uk
Ombudsman Report 2025/26	30 Sep 2025	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk cheryl.sloan@publicagroup.uk
Counter Fraud and Enforcement Unit Update Report	30 Sep 2025	Emma Cathcart, Head of Service, Counter Fraud and Enforcement Unit emma.cathcart@cotswold.gov.uk

4 December 2025

Treasury Management Mid-Year Report	4 Dec 2025	David Stanley, Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
External Auditors Annual report 2025/26	4 Dec 2025	
Statement of Accounts and Audit Opinion	4 Dec 2025	David Stanley, Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
Corporate Risk Register	4 Dec 2025	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk cheryl.sloan@publicagroup.uk
27 January 2026		
Annual Treasury Management Strategy and Annual Non-Treasury Investment Strategy 2026/27	27 Jan 2026	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.uk
CyberSecurity Update	27 Jan 2026	John Chorlton, Chief Technology Officer john.chorlton@publicagroup.uk
Internal Audit Progress Report	27 Jan 2026	Lucy Cater, Assistant Director (SWAP) lucy.cater@publicagroup.uk
Annual Capital Strategy 2026/27	27 Jan 2026	Michelle Burge, Chief Accountant michelle.burge@cotswold.gov.uk