

AUDIT & GOVERNANCE COMMITTEE - WORK PLAN 2024

17 January 2024		
TREASURY MANAGEMENT STRATEGY STATEMENT 2024/25	This report sets out the Council's Treasury Management Strategy for 2024/25, as required, to ensure compliance with the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2021 Edition (the CIPFA Code)	Strategic Finance Business Partner / Strategic Capital Accountant
Deferred from November 2023 STATEMENT OF ACCOUNTS 2022/23	To approve the 2022/23 Statement of Accounts, including the external auditor's Final Audit Findings Report.	Chief Accountant (Corporate) / Grant Thornton
2022/23 AUDIT REPORTS AND ANNUAL STATEMENT OF ACCOUNTS FOR SUBSIDIARIES OF SURREY COUNTY COUNCIL	Annual accounts to be presented.	Commercial Finance Team – Strategic Finance Business Partner
EXTERNAL AUDIT: AUDITOR'S ANNUAL REPORT 2022/23	The Council's external auditors present their Annual Audit Report, replacing the below item.	Chief Accountant (Corporate) / Grant Thornton
EXTERNAL AUDIT: ANNUAL AUDIT LETTER	The Council's external auditors present their Annual Audit Letter	Director – Corporate Finance/ Grant Thornton

13 March 2024		
INTERNAL AUDIT PROGRESS REPORT - QUARTER 3	The purpose of this progress report is to inform Members of the work completed by Internal Audit during Q3.	Chief Internal Auditor/ Audit Manager
INTERNAL AUDIT STRATEGY AND ANNUAL AUDIT PLAN 2024/25	To receive the strategy and the plan for 2024/25.	Chief Internal Auditor/ Audit Manager
ETHICAL STANDARDS ANNUAL REVIEW 2023-24	To enable the Committee to monitor the operation of the Members' Code of Conduct over the course of the last year.	Director of Law and Governance / Head of Insight, Programmes and Governance

	To include sections on: (for review) <ul style="list-style-type: none"> - Gifts and Hospitality Register - Member Declarations of Interest 	
New item APPOINTMENT OF INDEPENDENT MEMBER TO THE AUDIT AND GOVERNANCE COMMITTEE	A recruitment exercise is underway, a report be presented to the Committee to make recommendations to a future Council meeting, to formally appoint the Independent Member.	Director of Law and Governance
RISK MANAGEMENT	To receive an update on Risk Management (March & September).	Head of Strategic Risk
New item VOTE OF THANKS TO RETIRING INDEPENDENT MEMBER	The Chairman to report.	Chairman

5 June 2024

5 June 2024		
ANNUAL COMPLAINTS PERFORMANCE REPORT	To give the Audit & Governance Committee an overview of the Council's complaint handling performance in 2023/24 and to demonstrate how feedback from customers has been used to improve services.	Customer Relations Team Manager/Head of Customer Services
2023/24 TREASURY MANAGEMENT OUTTURN REPORT	This report summarises the council's treasury management activity, as required to ensure compliance with CIPFA. The report will include the latest risk register for Treasury Management.	Strategic Finance Business Partner
EXTERNAL AUDIT PLAN 2023/24	The Council's external auditors to present their Audit Plan in respect of Surrey County Council.	EY / Strategic Finance Business Partner

Moved from July INTERNAL AUDIT ANNUAL REPORT AND OPINION 2023-24 (including Quarter Four progress report)	This report summarises the work of Internal Audit, identifying the main themes arising from the audit reviews and the implications for the County Council.	Chief Internal Auditor/Audit Manager
Moved from July COUNTER FRAUD ANNUAL REPORT 2023/24	To receive the annual report.	Chief Internal Auditor/Audit Manager - Counter Fraud

10 July 2024		
Deferred from June EXTERNAL AUDIT PLAN 2023/24	The Council's external auditors to present their Audit Plan in respect of Surrey County Council, to include the fee range.	EY / Strategic Finance Business Partner
Deferred from June SURREY PENSION FUND EXTERNAL AUDIT PLAN 2023/24	To provide the Committee with an update on the process for undertaking the external audit of the 2023/24 Surrey Pension Fund.	EY / Head of Accounting and Governance, and Assistant Director – LGPS Senior Officer
2023/24 DRAFT ANNUAL GOVERNANCE STATEMENT	This report presents the draft Annual Governance Statement, which summarises the Council's governance arrangements for the financial year.	Interim Director of Law and Governance / Senior Finance Business Partner Interim Head of Paid Service / Leader
DRAFT STATEMENT OF ACCOUNTS 2023/24	To receive the draft Statement of Accounts 2023/24.	Strategic Finance Business Partner
ANNUAL WHISTLEBLOWING REPORT 2023/24	The Committee to receive the report for information.	Interim Director of Law and Governance / Head of Insights, Systems and Governance
New item OFFICERS AND EMPLOYEES ANNUAL GIFTS AND HOSPITALITY REPORT 2023/24	The Committee to receive the report on officers' gifts and hospitality.	Interim Director of Law and Governance / Head of Insights, Systems and Governance

11 September 2024		
RISK MANAGEMENT	To receive an update on Risk Management (March & September).	Head of Strategic Risk
INTERNAL AUDIT PROGRESS REPORT – Q1	The purpose of this progress report is to inform Members of the work completed by Internal Audit during Quarter 1.	Chief Internal Auditor/ Audit Manager
New item AUDIT & GOVERNANCE COMMITTEE EFFECTIVENESS REVIEW 2024	To receive a report of the Committee's effectiveness.	Democratic Services - in liaison with A&G officer leads
New item ANNUAL REPORT OF THE COMMITTEE	To receive an annual report highlighting the Committee's activity over the past year.	Democratic Services - in liaison with A&G officer leads

20 November 2024		
LGSCO ANNUAL LETTER AND COMPLAINTS HANDLING UPDATE	To give the Audit & Governance Committee an overview of the Local Government and Social Care Ombudsman's annual letter for the year 2023/24 and an update on complaint handling across the council.	Customer Relations Team Manager/Head of Customer Services
6 MONTH COMPLAINTS PERFORMANCE UPDATE REPORT 2024/25	To receive a half year update report on the operation of the Council's complaints procedures.	Customer Relations Team Manager/Head of Customer Services
Deferred from January, March, June 2024 REPORT OF THE COMPLAINTS TASK AND FINISH GROUP	The Committee to receive the results of the Task and Finish Group - action from November's (2023) Committee meeting.	Customer Relations Team Manager/Head of Customer Services
ANNUAL GOVERNANCE STATEMENT - HALF YEAR UPDATE	This report provides an update on progress on the improvement areas identified in the 2022/23 Annual Governance Statement.	Director of Law and Governance / Senior Finance Business Partner Chief Executive / Leader
STATEMENT OF ACCOUNTS 2023/24	To approve the 2023/24 Statement of Accounts.	Strategic Finance Business Partner
EXTERNAL AUDIT UPDATE REPORT	To receive an update from the council's external auditors.	EY

TREASURY MANAGEMENT MID YEAR REPORT 2024/25	This report summarises the council's treasury management activity.	Director - Corporate Finance
INTERNAL AUDIT PROGRESS REPORT - Q2	To report on Internal Audit progress during quarter 2.	Chief Internal Auditor/ Audit Manager

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