

AUDIT & GOVERNANCE COMMITTEE - WORK PLAN 2024 / DRAFT 2025

20 November 2024		
New item - deferred from September 2024, deferred to January 2025 TBC AUDIT AND GOVERNANCE COMMITTEE - EFFECTIVENESS REVIEW 2024	To receive a report on the Committee's effectiveness.	(Committee Manager - Democratic Services) Executive Director - Finance and Corporate Services
New item CENTRE FOR GOVERNANCE AND SCRUTINY REVIEW OF COUNCIL GOVERNANCE ACTION PLAN UPDATE	To provide a further update to Members on the actions taken in response to the 2022 Centre for Governance and Scrutiny's (CfGS) review of Council governance using their Governance Risk and Resilience Framework.	Interim Director of Law and Governance / Monitoring Officer
6 MONTH COMPLAINTS PERFORMANCE UPDATE REPORT 2024/25	To receive a half year update report on the operation of the Council's complaints procedures.	Senior Complaints Practice Lead
(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. Reason for removal as included in September's version of the tracker, A35/23: The LGSCO annual letter full report is included as an item on September's A&G Committee agenda, including the high-level recommendations of the operational review.	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 2023/24 Annual Governance Statement.	Director of Law and Governance / Senior Finance Business Partner Chief Executive / Leader
Deferred to January 2025 STATEMENT OF ACCOUNTS 2023/24	To approve the 2023/24 Statement of Accounts.	Strategic Finance Business Partner / EY
EXTERNAL AUDIT PROGRESS REPORT	To update the Audit & Governance Committee on the progress of the external audit of both the County Council's	EY

	and the Surrey Pension Fund's Statement of Accounts for 2023/24.	
TREASURY MANAGEMENT MID-YEAR REPORT 2024/25	This report summarises the council's treasury management activity.	Strategic Finance Business Partner
INTERNAL AUDIT PROGRESS REPORT - Q2	To report on Internal Audit progress during quarter 2.	Chief Internal Auditor/ Audit Manager

22 January 2025		
TREASURY MANAGEMENT STRATEGY STATEMENT 2025/26	This report sets out the Council's Treasury Management Strategy for 2025/26, as required, to ensure compliance with CIPFA's Treasury Management in the Public Services: Code of Practice 2021 Edition (the CIPFA Code).	Strategic Finance Business Partner / Chief Principal Accountant (Corporate)
Deferred from November 2024 STATEMENT OF ACCOUNTS 2023/24	To approve the 2023/24 Statement of Accounts and Audit Findings Report.	Strategic Finance Business Partner / EY
2023/24 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 2023/24	The Council's external auditors present their Annual Audit Report including the Annual Audit Letter.	Chief Principal Accountant (Corporate) / EY
New item GIFTS & HOSPITALITY POLICY	A report outlining the Gifts & Hospitality SCC policy versus other councils, to include a recommendation of an annual zero return requirement for senior officers, to ensure compliance.	Monitoring Officer / Director - People and Change / Head of Insights, Systems and Governance

<p>New item - deferred from September 2024 (timing TBC) AUDIT AND GOVERNANCE COMMITTEE - EFFECTIVENESS REVIEW 2024</p>	<p>To receive a report on the Committee's effectiveness.</p>	<p>(Committee Manager - Democratic Services) Executive Director - Finance and Corporate Services</p>
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12 March 2025		
<p>INTERNAL AUDIT PROGRESS REPORT - QUARTER 3</p>	<p>The purpose of this progress report is to inform Members of the work completed by Internal Audit during Q3.</p>	<p>Chief Internal Auditor/ Audit Manager</p>
<p>New item UPDATE ON Q1 PARTIAL ASSURANCE OPINIONS; TREE MANAGEMENT, AND SOCIAL VALUE IN PROCUREMENT AUDITS</p>	<p>A29/24 - Management will provide a report on the actions being undertaken regarding the two follow-up audits on Tree Management, and Social Value In Procurement.</p> <p>A30/24 - CLT will formally address the Partial Assurance opinions - not specifically MySurrey as there is significant work on that elsewhere. The Chairman will write to CLT to express the Committee's concerns, sharing that letter in advance, inviting a member of CLT to March's Committee to provide an update on the actions being addressed.</p>	<p>Management - Executive Directors</p>
<p>INTERNAL AUDIT STRATEGY AND ANNUAL AUDIT PLAN 2025/26</p>	<p>To receive the strategy and the plan for 2025/26.</p>	<p>Chief Internal Auditor/ Audit Manager</p>
<p>RISK MANAGEMENT</p>	<p>To receive an update on Risk Management (March & September).</p>	<p>Head of Strategic Risk</p>

4 June 2025		
ANNUAL COMPLAINTS PERFORMANCE REPORT	To give the Audit & Governance Committee an overview of the Council's complaint handling performance in 2024/25 and to demonstrate how feedback from customers has been used to improve services.	Senior Complaints Practice Lead
2024/25 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 2024/25	The Council's external auditors to present their Audit Plan in respect of Surrey County Council.	EY / Strategic Finance Business Partner
SURREY PENSION FUND EXTERNAL AUDIT PLAN 2024/25	To provide the Committee with an update on the process for undertaking the external audit of the 2024/25 Surrey Pension Fund.	EY / Head of Accounting and Governance, and Assistant Director – LGPS Senior Officer
INTERNAL AUDIT ANNUAL REPORT AND OPINION 2024-25 (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
COUNTER FRAUD ANNUAL REPORT 2024/25	To receive the annual report.	Chief Internal Auditor/Audit Manager - Counter Fraud

9 July 2025		
2024/25 DRAFT ANNUAL GOVERNANCE STATEMENT	This report presents the draft Annual Governance Statement, which summarises the Council's governance arrangements for the financial year.	Director of Law and Governance / Senior Finance Business Partner Chief Executive / Leader
DRAFT STATEMENT OF ACCOUNTS 2024/25	To receive the draft Statement of Accounts 2024/25.	Strategic Finance Business Partner
ETHICAL STANDARDS ANNUAL REVIEW 2024-25	To enable the Committee to monitor the operation of the Members' Code of Conduct over the course of the last year. To include sections on: (for review) <ul style="list-style-type: none"> - Members' Gifts and Hospitality Register - Members' Declarations of Interest - Officers' and Employees' Gifts and Hospitality Register - Officers' and Employees' Declarations of Interest 	Director of Law and Governance / Head of Insight, Programmes and Governance
ANNUAL WHISTLEBLOWING REPORT 2024/25	The Committee to receive the report for information.	Director of Law and Governance / Head of Insights, Systems and Governance

17 September 2025		
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
THE LGSCO'S ANNUAL REVIEW LETTER FOR SURREY COUNTY COUNCIL 2024/25	To give the Audit & Governance Committee an overview of the Local Government and Social Care Ombudsman's annual letter for the year 2024/25.	Customer Relations Team Manager/Head of Customer Services
A&G COMMITTEE - ANNUAL REPORT 2024/25	To receive an annual report highlighting the Committee's activity over the past year.	Committee Manager (Democratic Services)

19 November 2025		
TBC AUDIT AND GOVERNANCE COMMITTEE - EFFECTIVENESS REVIEW 2025	To receive a report on the Committee's effectiveness.	(Committee Manager - Democratic Services) Executive Director - Finance and Corporate Services
6 MONTH COMPLAINTS PERFORMANCE UPDATE REPORT 2025/26	To receive a half year update report on the operation of the Council's complaints procedures.	Senior Complaints Practice Lead
ANNUAL GOVERNANCE STATEMENT - HALF YEAR UPDATE	This report provides an update on progress on the improvement areas identified in the 2024/25 Annual Governance Statement.	Director of Law and Governance / Senior Finance Business Partner Chief Executive / Leader
STATEMENT OF ACCOUNTS 2024/25	To approve the 2024/25 Statement of Accounts.	Strategic Finance Business Partner
TREASURY MANAGEMENT MID YEAR REPORT 2025/26	This report summarises the council's treasury management activity.	Strategic Finance Business Partner
INTERNAL AUDIT PROGRESS REPORT - Q2	To report on Internal Audit progress during quarter 2.	Chief Internal Auditor/ Audit Manager