

## Governance and Audit Committee Workplan as at 8 April 2024

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### Purpose:

This report provides a summary of items of business due at upcoming meetings of the Committee.

### Recommendation:

1. That Members note the contents of this report.

Date	Title	Lead Officer	Purpose of the report	Date First Published
<b>16 APRIL 2024</b>				
16 Apr 2024	External Audit Strategy Memorandum (Plan) 2023/24	Emma Foy, Director of Corporate Services and Section 151	To present the 2023/24 External Audit Strategy	
16 Apr 2024	Accounts Closedown 2023/24 Accounting Matters	Emma Foy, Director of Corporate Services and Section 151	To review and approve the accounting policies, actuary assumptions and materiality levels that will be used for the preparation of the 2023/24 accounts	
16 Apr 2024	Combined Assurance Report 2023/24	Lisa Langdon, Assistant Director People and Democratic Services	To present the Report from the Combined Assurance aspect for 2023/24.	
16 Apr 2024	Internal Audit Draft Annual Plan 2024/25	Lisa Langdon, Assistant Director People and Democratic Services	To present the Draft Annual Plan for Internal Audit for the 2024/25 committee year.	
16 Apr 2024	Monitoring Officer Report	Lisa Langdon, Assistant Director People and Democratic Services	To review the Constitution and provide the Monitoring Officer annual report	
<b>11 JUNE 2024</b>				
11 Jun 2024	Internal Audit Quarter 4 Report 2023/24	Lisa Langdon, Assistant	To present the Quarter 4 2023/24	

11 Jun 2024	Quarterly Review of Strategic Risks	Director People and Democratic Services Katy Allen, Corporate Governance Officer	Internal Audit Report. For Management Team and G&A to review the Strategic Risks on a quarterly basis	20 November 2023
11 Jun 2024	Member Development Annual Report and Year 2 Training Plan	Ele Snow, Senior Democratic and Civic Officer	To deliver the Member Development Annual Report and Year 2 training plan for members	
11 Jun 2024	Risk Management Strategy Report	Katy Allen, Corporate Governance Officer	To present and review the current Risk Management Strategy	
11 Jun 2024	Annual Counter Fraud Report 2023/24	Emma Foy, Director of Corporate Services and Section 151	To inform members of counter fraud activity, instances of fraud during the year and future	
<b>16 JULY 2024</b>				
16 July 2024	Annual Voice of the Customer Report 2023/24	Natalie Kostiuk, Director of Commercial & Operational Services	To present the Annual Voice of the Customer Report 2023/24	
<b>24 SEPTEMBER 2024</b>				
24 Sept 2024	Local Government and Social Care Ombudsman (LGSCO) Annual Review Letter Report 2023/24	Natalie Kostiuk, Director of Commercial & Operational Services	To present the Annual Review Letter Report 2023/24	
<b>26 NOVEMBER 2024</b>				
26 Nov 2024	Review of Local Code of Corporate Governance	Emma Foy, Director of Corporate Services and Section 151	To review and update the Local Code of Corporate Governance	20 November 2023
26 Nov 2024	Contract and Financial Procedure (CPRS and FPRS) Review	Emma Foy, Director of Corporate Services and Section 151	To review West Lindsey District Council's contract and financial procedure rules	