

Governance Committee Work Programme 2024 / 2025

This work programme provides structure for the Governance Committee to ensure it receives reports and updates at the appropriate meetings throughout the year. It is reviewed and updated at each committee meeting.

North Devon Council Reports and updates:

Dates of forthcoming meetings:	11 Jun 2024	23 Sep 2024	12 Nov 2024	7 Jan 2025	11 Mar 2025
Review of the Committee's Terms of Reference (SF)	Report due				Report Due
Annual Review of the Committee's effectiveness (JT)	Review of 2023/24				Due for review of 2024/25
Half Yearly Report from the Chair of the Governance Committee (KJ).		Report Due Sept each year			Report Due March each year
Annual Governance Statement	Report Due				
Statement of Accounts	Report Due				
Letter of Representation (JT)			Report Due		
Compensation payments made under delegated powers. (SH)	Report Due				
Workforce Planning, Recruitment and Retention (NG)		Report Due			

Dates of forthcoming meetings:	11 Jun 2024	23 Sep 2024	12 Nov 2024	7 Jan 2025	11 Mar 2025
Update Report on Fraud Investigations		Report Due			Report Due
Major changes to Accounting Policies Management procedures (JT)		Report Due			Report Due
Review of Policies: Whistleblowing / Fraud / Anti Money-laundering		Report Due			
Audit Recommendation Tracker (CJ)	Report Due	Report Due	Report Due	Report Due	Report Due
Work Programme	Report Due	Report Due	Report Due	Report Due	Report Due
Part B: Corporate Risk Register (AT) (quarterly)	Report Due	Report Due		Report Due	Report Due

Internal Audit Agenda Items:

Dates of forthcoming meetings:	11 Jun 2024	23 Sep 2024	12 Nov 2024	7 Jan 2025	11 Mar 2025
Internal Audit Annual report	Report Due				
Internal Audit Plan 2025-26					Report Due
Internal Audit Charter and strategy					March each year
Internal Audit Progress Report	Report Due	Report Due	Report due	Report due	Report Due

External Audit Items:

Dates of forthcoming meetings:	11 Jun 2024	23 Sep 2024	12 Nov 2024	7 Jan 2025	11 Mar 2025
External Audit - Findings Report			Report Due		
External Audit - Annual Audit Report			Report due		
External Audit - Plan					Report Due
External Audit - Progress Report and Sector Update	Report Due	Report Due	Report Due	Report Due	Report Due