

AUDIT & GOVERNANCE COMMITTEE
MEETING DATE 7TH MAY 2025

WORK PLAN

Meeting date at which action to be undertaken	Subject and Brief Description	Who will present the report	Intended Outcome
2 July 2025			
	Annual Internal Audit Report 2024/25	Phil Lazenby (TIAA Ltd)	Gain assurance that the Council's Annual Governance Statement accurately represents governance arrangements, that future risks are identified and that governance arrangements support the achievement of the Council's objectives
	External Audit Plan for 2024/25 Accounts	Mark Surridge (Mazars)	Ensure that an appropriate plan is in place which will provide assurance on the Council's Statement of Accounts, Value for Money arrangements and Grant claims
	Counter-Fraud Activity Report	Nick Wilson	Gain assurance that counter-fraud activity is appropriately targeted and effective, to be presented to the Committee twice a year.
	Annual Code of Conduct Complaints Report	Sue Bearman	
	Member Training & Development Protocol	Sue Bearman/Nigel Hill	
	LGA Newark and Sherwood District Council Cyber 360 Progress Report	Dave Richardson	To provide the RAG rating together with a progress report of the review of the Cyber 360 Action Plan to be presented to the Audit & Governance Committee if an update is available.
24 September 2025			
	Q1 Budget Performance Report 2025/26	Nick Wilson	To ensure the sustainability of the Council's General Fund, HRA and Capital Programme through the in-year monitoring of the budgets.

	Internal Audit Progress Report 2025/26	Phil Lazenby (TIAA Ltd)	Understand the level of assurance for audited activities and ensure management progress recommended actions to mitigate identified risks
	Complaints Performance Q1 Update Report	Carl Burns	
	LGA Newark and Sherwood District Council Cyber 360 Progress Report	Dave Richardson	To provide the RAG rating together with a progress report of the review of the Cyber 360 Action Plan to be presented to the Audit & Governance Committee if an update is available.
	LGSCO Annual Review Report	Jill Baker	To share with Members the annual LGSCO complaints handling report
10 December 2025			
	Internal Audit Progress Report 2025/26	Phil Lazenby (TIAA Ltd)	Understand the level of assurance for audited activities and ensure management progress recommended actions to mitigate identified risks
	External Audit Annual Governance Report 2024/25	Mark Surridge (Mazars)	To gain assurance that the Council's Statement of Accounts are a true and fair representation of the Council's financial performance for the previous financial year and financial standing as at the Balance Sheet date, and that the Council has effective arrangements for achieving Value for Money
	Statement of Accounts 2024/25 & Annual Governance Statement	Nick Wilson	Gain assurance on the integrity of financial reporting By considering the assurance gained through its activities throughout the previous year, to give assurance that the Council's Annual Governance Statement accurately represents governance arrangements, that future risks are identified, and that arrangements in place support the achievement of the Council's objectives
	Q2 Budget Performance Report 2025/26	Nick Wilson	To ensure the sustainability of the Council's General Fund, HRA and Capital

			Programme through the in-year monitoring of the budgets.
	Audit and Governance Committee Annual Report To inform Members of the activity undertaken by the Audit and Governance Committee	Nick Wilson	To ensure that the Committee discharges its responsibilities as per its delegated authority within the Councils constitution.
	Customer Feedback (Complaints, Suggestion & Praise for the period April 2025 – September 2025 (Half 1 - 2025/26)	Carl Burns	
	Housing Ombudsman Annual Review Update	Jill Baker	To share with Members the annual Housing Ombudsman complaints report
	Strategic Risk Management (previous report taken to April 2025 Audit & Governance Committee)	Richard Bates	Gain assurance that appropriate risk management arrangements are in place, update presented to the Committee on a 6 monthly basis.
	LGA Newark and Sherwood District Council Cyber 360 Progress Report	Dave Richardson	To provide the RAG rating together with a progress report of the review of the Cyber 360 Action Plan to be presented to the Audit & Governance Committee if an update is available.
4 March 2026			
	Internal Audit Progress Report 2025/26	Phil Lazenby (TIAA Ltd)	Understand the level of assurance for audited activities and ensure management progress recommended actions to mitigate identified risks
	External Auditors Annual Audit Completion Report	Mark Surridge (Mazars)	
	External Auditors Annual Audit Report	Mark Surridge (Mazars)	
	Q3 Budget Performance Report 2025/26	Nick Wilson	To ensure the sustainability of the Council's General Fund, HRA and Capital Programme through the in-year monitoring of the budgets.

	Budget Reports 2026/27	Nick Wilson	To review the Councils General Fund revenue budget, Capital Programme and Medium Term Financial Plan.
	Treasury Strategy 2026/27	Andrew Snape	Gain assurance that risks in relation to the Council's treasury management activities are to be managed in accordance with need and the Council's risk appetite
	Capital Strategy 2026/27	Andrew Snape	Outlines the principles and framework that shape the Council's capital proposals
	Investment Strategy 2026/27	Andrew Snape	The investment strategy meets the requirements of statutory guidance issued by the government relating to the Councils Treasury and Non-Treasury investments.
22 April 2026			
	Internal Audit Progress Report 2025/26	Phil Lazenby (TIAA Ltd)	Understand the level of assurance for audited activities and ensure management progress recommended actions to mitigate identified risks
	External Auditors Annual Draft Audit Completion Report	Nick Wilson	
	Q3 Budget Performance Report 2025/26	Nick Wilson	To ensure the sustainability of the Council's General Fund, HRA and Capital Programme through the in-year monitoring of the budgets.
	Statement of Accounting Policies	Andrew Snape	Gain assurance that the Council has appropriate accounting policies in place that reflect the way items are treated in the annual Statement of Accounts
	IAS19 Pension Assumptions	Andrew Snape	Gain assurance that the pension assumptions used by the actuary to produce the figures in the Statement of Accounts are appropriate for the Council's circumstances
	Property, Plant and Equipment Valuation Assumptions	Andrew Snape	Gain assurance that the assumptions used by the Council's valuers to produce the figures in the Statement of Accounts are appropriate for the Council's circumstances
	Annual Review of the Council's Constitution	Sue Bearman	Review the Council's Constitution

	Strategic Risk Management	Richard Bates	Gain assurance that appropriate risk management arrangements are in place, update presented to the Committee on a 6 monthly basis.
	LGA Newark and Sherwood District Council Cyber 360 Progress Report	Dave Richardson	To provide the RAG rating together with a progress report of the review of the Cyber 360 Action Plan to be presented to the Audit & Governance Committee if an update is available.