

**Audit and Corporate Governance Committee
Work Plan 2023/24**

Thursday 29th February 2024, 6.30pm

Agenda Item	Report Frequency	Responsible Officer	Term(s) of Reference Engaged	Notes
Camden Learning Accounts 2022/23	Annual	Camden Learning	35	The Committee will not approve these accounts, as Camden Learning is a separate body, partly owned by the Council.
Members Allowances Scheme 2024/25	Annual	Borough Solicitor	48	The Council is required by law to annually agree a Members' allowances scheme.
Pay Policy Statement 2024/25	Annual	Director of People and Inclusion	45	Local authorities are statutorily obliged to agree an annual pay policy statement for the start of each financial year. This Committee considers the statement before referral to late Feb/early March Council.

Thursday 4th April 2024, 6.30pm

Agenda Item	Report Frequency	Responsible Officer	Term(s) of Reference Engaged	Notes
Annual Audit Letter and Certification of Claims and Returns 2019/20 and 2020/21	Annual	Financial Reporting Manager	29	The Council is required to submit claims and returns to government to show how it has spent some of its resources and whether the Council has complied with any conditions in place. Consequently, the government requires the grant submission to be independently reviewed and certified by the Council's external auditor.
Local Audit and Accounts Backlog	Ad hoc	Financial Reporting Manager		

Accounting Policies for Statement of Accounts 2022/23	Annual	Financial Reporting Manager	36	
Annual Internal Audit Plan 2024/25	Annual	Head of Internal Audit, Investigations and Risk Management	22	The Council has a statutory duty to maintain an adequate and effective internal audit function and the Committee is asked to agree the annual internal audit plan to ensure the effective management of the internal audit function.
Internal Audit Activity Update	Annual	Head of Internal Audit, Investigations and Risk Management	22	
Principal Risk Update	Annual	Head of Internal Audit, Investigations and Risk Management	7, 8, 9	CIPFA guidance suggests that the local authority audit committees should 'Consider the effectiveness of the authority's risk management arrangements and the control environment.'
Principal Risk Deep Dives - Safeguarding Children - Pressures in the Health System	Bi-annual	Director of Children's Prevention, Family Help & Safeguarding Director of Health and Wellbeing	7, 8, 9	
Constitutional Changes to be Presented to Statutory Council	Annual	Borough Solicitor	49	At the statutory Council meeting at the start of each municipal year, the Borough Solicitor submits a report establishing the bodies within the Constitution and their terms of reference. In the past this has also included small constitutional changes which constitute tidying of the document. However should any substantive changes be proposed, they will be referred to this Committee in line with its terms of reference.
Annual Review of the Committee's Effectiveness	Annual	Director of Finance	41	
Housing Repairs Team Terms and Conditions	Ad hoc	Director of People and Inclusion	53	

