

**Audit and Corporate Governance Committee  
Work Plan 2024/25**

**Thursday 20<sup>th</sup> February 2025, 7.00pm (preceded by Accounts and External Audit training at 6pm)**

<b>Agenda Item</b>	<b>Report Frequency</b>	<b>Responsible Officer</b>	<b>Term(s) of Reference Engaged</b>	<b>Notes</b>
Annual Audit Completion Letter 2022/23	Annual	Financial Reporting Manager	29	The External Auditor presents signed letters of completion of the audit to those charged with governance.
Annual Governance Statement 2023/24	Annual	Financial Reporting Manager	5	The Committee must approve the Annual Governance Statement prior to approval of the Statement of Accounts for the same financial year.
Final Accounts and External Auditor's Reports 2023/24	Annual	Financial Reporting Manager	35, 37	
Camden Learning Accounts 2023/24	Annual	Camden Learning	35	The Committee will not approve these accounts, as Camden Learning is a separate body, partly owned by the Council.
Camden Living Financial Statements 2023/24	Annual	Head of Finance (Supporting Communities)	35	The Committee will not approve these accounts, as Camden Living is a separate body, albeit wholly owned by the Council.
Members Allowances Scheme 2025/26	Annual	Borough Solicitor	48	The Council is required by law to annually agree a Members' allowances scheme.
Pay Policy Statement 2025/26	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.
Principal Risk Deep Dive – Safeguarding Adults	Twice yearly	ED Adults & Health	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.'

Changes to the Constitution	Ad hoc	Borough Solicitor	49	
Demerging of the Internal Audit and Risk Management Service between Islington and Camden Councils	Ad hoc	Director of Finance	2	

**Thursday 3<sup>rd</sup> April 2025, 7.00pm (preceded by Internal Audit and Anti-Fraud training at 6pm)**

<b>Agenda Item</b>	<b>Report Frequency</b>	<b>Responsible Officer</b>	<b>Term(s) of Reference Engaged</b>	<b>Notes</b>
Annual Audit Completion Letter 2023/24	Annual	Financial Reporting Manager	29	The External Auditor presents signed letters of completion of the audit to those charged with governance.
Accounting Policies for Statement of Accounts 2024/25	Annual	Financial Reporting Manager	36	
External Audit Strategy 2024/25	Annual	Financial Reporting Manager	29	
Annual Internal Audit Plan 2025/26	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 Follow Up Update	Ad hoc	Head of Internal Audit, Investigations and Risk Management	22	Requested by the Committee at its meeting on 5 <sup>th</sup> December 2024.
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

Principal Risk Deep Dive - Homelessness	Bi-annual	Head of Housing Solutions	7, 8, 9	of the authority's risk management arrangements and the control environment.'
Revisions to Contract Standing Orders	Ad hoc	Director of Finance	49	
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.