

Civic Affairs and Audit Committee Rolling Work Programme 2025/26

Meeting date – 19 January 2026

Report title	Short description & outcome	Link to Terms of Reference	Report author and responsible director
Annual Governance Statement 2024/2025	Committee to review and approve the draft Annual Governance Statement for 2024/2025 financial year. n.b. this may be deferred to align to the approval of the Statement of Accounts (date tbc)	3.4.4 b. Review and approve the Annual General Statements (AGS)	Jonathan Tully
Civic Protocols and updates	Provide the Committee with updates on Civic Events and to review protocols.	3.4.5c Overview of the Council's Constitution and consideration of proposed amendments or revisions to the Constitution including the Schemes of Delegation, Procedure Rules and Protocols.	Dan Kalley
Whistleblowing Policy	Committee approval of periodic review of the Council's policy that supports colleagues to raise concerns.	3.4.5 a Assurance of the Council's governance, risk management	Jonathan Tully

		framework and associated control environment and policies including the Council's Risk Register, Risk Management Strategy, 'whistleblowing', and anti-fraud and anti-corruption arrangements.	
Counter Fraud policy update	Committee review and endorsement of Counter Fraud Policy, noting work taken in response to new Economic Crime and Transparency Act	3.4.5 a Assurance of the Council's governance, risk management framework and associated control environment and policies including the Council's Risk Register, Risk Management Strategy, 'whistleblowing', and anti-fraud and anti-corruption arrangements.	Jonathan Tully

Meeting date – 9 March 2026

Report title	Short description & outcome	Link to Terms of Reference	Report author and responsible director
Annual Audit Committee report	Report presented outlining the work of the committee over the past 12 months, to be presented to Full Council once been through Civic Affairs & Audit Committee	3.4.2 To publish an annual report on the work of the Committee, including a conclusion on the compliance with the CIPFA Position Statement.	Jonathan Tully/Dan Kalley
Review of Council Constitution	Following review of working of Constitution since agreement in May 2025, recommendations on updates to Constitution to be presented before report presented to Annual Meeting in May 2026	3.4.5 (c) Overview of the Council's Constitution and consideration of proposed amendments or revisions to the Constitution including the Schemes of Delegation, Procedure Rules and Protocols.	Tom Lewis/Dan Kalley

Risk Management update	Periodic review / update of the Councils risk management framework and strategy	3.4.5 a Assurance of the Council's governance, risk management framework and associated control environment and policies including the Council's Risk Register, Risk Management Strategy, 'whistleblowing', and anti-fraud and anti-corruption arrangements.	Jonathan Tully / Stephanie Fisher
Internal Audit update	<p>Provide the Committee with an update on the work programme of the Internal Audit team, including:</p> <ul style="list-style-type: none"> • Update of audits completed. • Plan of upcoming audit work. <p>Topical governance risk and control matters</p>	3.4.4 d Receive and consider the Charter, resource requirements, plans reports and opinions of the internal auditor; ensuring effective control within the assurance framework.	Jonathan Tully