

**Audit Committee**

**29 February 2024**

**Corporate Governance Review 2023/24  
– Key Dates**



---

## **Report of Paul Darby, Corporate Director of Resources**

### **Purpose of the Report**

- 1 To inform Audit Committee of the key dates for the corporate governance review for the 2023/24 financial year.

### **Executive Summary**

- 2 This report informs Audit Committee of the key dates in the annual governance review for the 2023/24 financial year to enable the statutory deadline to be achieved.

### **Recommendation**

- 3 Audit Committee is requested to note the contents of this report.

## **Background**

- 4 The Accounts and Audit Regulations 2015 (as amended) require each local authority to conduct a review at least once in a year of the effectiveness of its system of internal control. A statement reporting on the review must be included in an Annual Governance Statement (AGS) published with the Statement of Accounts (SOA).
- 5 The current statutory deadline for publishing the draft SOA is 31 May and the statutory deadline for publishing the final SOA is 30 September.

## **Key Dates**

- 6 The key dates for the 2023/24 corporate governance review are in Appendix 2 of this report.
- 7 It should be noted that, if there are no changes to the draft AGS after it is approved by Audit Committee in February 2024, it will not be necessary to ask CMT to approve it again before the final AGS is presented for approval to Audit Committee in September.

## **Background papers**

- None

## **Other useful documents**

- None

## **Author**

Kevin Roberts

Tel: 03000 269657

---

## **Appendix 1: Implications**

---

### **Legal Implications**

None

### **Finance**

There are no financial implications associated with this report. However, financial planning and management is a key component of effective corporate governance.

### **Consultation**

Engaging local communities meets a core principle of the CIPFA/ SOLACE guidance.

### **Equality and Diversity / Public Sector Equality Duty**

Engaging local communities including hard to reach groups meets a core principle of the CIPFA/ SOLACE guidance.

### **Human Rights**

None

### **Crime and Disorder**

None

### **Staffing**

There are no impacts on staff, but ensuring the adequate capability of staff meets a core principle of the CIPFA/ SOLACE guidance.

### **Accommodation**

There are no accommodation implications, but asset management is a key component of effective corporate governance.

### **Risk**

There are no reportable risks associated with the report, but the assessment of corporate risk is a key component of the Council's governance arrangements.

## **Procurement**

There are no procurement implications, but the procurement function helps meet several core principles of the CIPFA/ SOLACE guidance by, for example, minimising fraud, corruption and non-compliance with legislation and good practice, thereby helping to secure value for money and effective service delivery.

---

## Appendix 2: Corporate Governance Review 2023/24 Key Dates

---

<u>Action</u>	<u>Date</u>
Draft AGS to Resources Management Team for consultation.	26/03/2024
Corporate Director of Resources to approve Draft AGS.	09/04/2024
Directors' Assurance Statements approved by Directors.	12/04/2024
CMT to approve Draft Annual Governance Statement.	01/05/2024
Deadline for approval of the Draft Statement of Accounts by the Corporate Director of Resources.	31/05/2024
Audit Committee to approve Draft Annual Governance Statement with the annual audit opinion, as part of the final accounts process.	28/06/2024
Corporate Director of Resources to approve Final Annual Governance Statement.	27/08/2024
CMT to approve Final Annual Governance Statement.	04/09/2024
Audit Committee to approve Final Annual Governance Statement.	30/09/2024