

# Charter Trustees for the City of Durham

26 June 2024

Annual Return for the year ended  
31 March 2024



City of Durham

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## Report of Rob Davisworth, Treasurer

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### Purpose of the Report

1. To seek approval of the Annual Governance and Accountability Return 2023/24.

### Background

2. In accordance with the Accounts and Audit Regulations 2015 small relevant bodies in England with an annual turnover of £6.5 million or less must complete an annual return summarising their annual activities at the end of each financial year.
3. To comply, the Annual Return must be approved by the Charter Trustees no later than 30 June 2024. The return is then subject to a limited assurance review by external auditors appointed by the Audit Commission. On completion, the external auditors' report will be incorporated into the published version of the document at Section 3.
4. The final audited version of the return must be published by the Charter Trust before 30 September 2024.

### Annual Return

5. The annual return is made up of three sections plus the Annual Internal Audit Report:
  - Annual internal audit report;
  - Section 1 - Annual Governance Statement, to be signed by the Chair and Clerk of the meeting approving the statement;
  - Section 2 – Accounting Statements, to be signed by the

Responsible Finance Officer (Treasurer) and the Chair of the meeting approving the accounting statements;

- Section 3 – External Auditor’s Report and certificate;
6. A copy of the annual return is attached at Appendix 2.

### **Outturn Report**

7. A separate revenue outturn report for the financial year ending 31 March 2024 is included within the agenda for today’s meeting. This information is incorporated within Section 2 of the annual return.

### **Recommendation**

8. It is **RECOMMENDED** that the Charter Trustees approve the attached Annual Return (Sections 1 and 2) for the financial year ended 31 March 2024.

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**Contact: Ed Thompson**

**Tel: 03000 263481**

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## **Appendix 1: Risks and Implications**

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### **Legal Implications**

None.

### **Finance**

The report provides a summary of the financial activities of the Charter Trust for the City of Durham as at 31 March 2024.

### **Consultation**

None.

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

None.

### **Climate Change**

None.

### **Human Rights**

None.

### **Crime and Disorder**

None.

### **Staffing**

None.

### **Accommodation**

None.

### **Risk**

None.

### **Procurement**

None.

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**Appendix 2:**

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**See attached scanned copy**