



**Report for: Governance, Audit,  
Risk Management &  
Standards Committee**

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<b>Date of Meeting:</b>	20 September 2023
<b>Subject:</b>	GARMS Workplan 2023/24
<b>Responsible Officer:</b>	Sharon Daniels Interim Director of Finance & Assurance
<b>Exempt:</b>	No
<b>Wards affected:</b>	List Ward(s) affected by decision - None
<b>Enclosures:</b>	Appendix 1 - GARMS Workplan November 2023 – April 2024

## **Section 1 – Summary and Recommendations**

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This report sets out the 2023/24 workplan for the GARMS Committee for the period November 2023 to April 2024.

### **Recommendations:**

The Committee is requested to note the workplan for the period November 2023 – April 2024.

## **Section 2 – Report – Information Only**

The GARMS committee does not currently have a workplan in place. Having a workplan will help with managing the committee's workload and ensure all expected reports are considered during the period, assisting the committee to fulfil its oversight role. A workplan will ensure officers/report authors are clear in advance when reports are expected to be presented to the committee. The attached workplan has been created taking account of the committee's terms of reference and reporting deadlines for legislative and statutory requirements. This will be a live document, Members of the committee should be aware that changes may occur over the course of the year.

## **Legal Implications**

Not Applicable

## **Financial Implications**

Not Applicable

## **Risk Management Implications**

Not Applicable

Risks included on corporate or directorate risk register? **No**

Separate risk register in place? **No**

The relevant risks contained in the register are attached/summarised below. **N/a**

## **Equalities implications/Public Sector Equality Duty**

Was an Equality Impact Assessment carried out? No, not applicable

**Council Priorities** – Not applicable, no decision is sought

Please identify how the decision sought delivers this priority.

1. **A council that puts residents first**
2. **A borough that is clean and safe**
3. **A place where those in need are supported**

## **Section 3 - Statutory Officer Clearance**

Not applicable

## **Mandatory Checks**

**Ward Councillors notified:** No, as it impacts on all Wards

## **Section 4 - Contact Details and Background Papers**

**Contact:** Tracy Barnett, Interim Head of Internal Audit & CAFT

**Background Papers:** None