

## AUDIT AND RISK COMMITTEE

A meeting of the committee will be held at **1515 hours** on **Tuesday 14 November 2023**, in rooms 2.16/2.17, Department W.

The meeting will be preceded by an *in camera* meeting for members with the External Auditors at 1500 hours.

### AGENDA

	Paper	Lead
<b>1. Welcome, apologies and declaration of interests</b>	Oral report	P Thompson
<b>2. Risk management</b>		
a) TO CONSIDER a deep dive (TBC) (45 mins)	ARC23/xx	TBC
<b>3. External audit</b>		
a) TO CONSIDER the external audit annual report for 2022–23 (10 mins)	ARC23/xx	BDO
b) TO RECOMMEND TO COUNCIL the Letter of Representation (10 mins)	ARC23/xx	K Kröger
c) TO RECOMMEND TO COUNCIL the audited financial statements for 2022–23 (30 minutes)	ARC23/xx	K Kröger
<b>4. Internal audit</b>		
a) TO CONSIDER the planned internal audit reports (10 mins)	ARC23/xx	KPMG
b) TO CONSIDER the Internal Audit Annual Report for 2022–23 and Head of Internal Audit opinion (10 mins)	ARC23/xx	KPMG
c) TO NOTE the progress with the Internal Audit plan for 2023–24 (5 mins)	ARC23/xx	KPMG
<b>5. Assurance items</b>		
a) TO RECOMMEND TO COUNCIL the Fire, Health and Safety Annual Report for 2022–23 (20 mins)	ARC23/xx	J Morgan
b) TO CONSIDER the Legal Compliance Annual Report for 2022–23 (10 mins)	ARC23/xx	J Morgan
c) TO RECOMMEND TO COUNCIL the Prevent Duty Annual Return for 2022–23 (5 mins)		J Morgan
<b>6. Standing reports</b>		

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| a) TO NOTE any disclosures under the Whistle blowing Procedure since the last meeting (2 mins)            | Oral report | J Morgan |
| b) TO NOTE any allegations of fraud or financial irregularities occurring since the last meeting (3 mins) | Oral report | K Kröger |

**7. Committee management and reporting**

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| a) TO CONSIDER the draft Audit and Risk Committee Annual Report for 2022–23 (15 mins) | ARC23/xx | P Thompson |
| a) TO CONFIRM the minutes of the meeting held on 28 September 2023 (5 mins)           | ARC23/xx | P Thompson |
| b) TO NOTE the matters arising (3 mins)   | ARC23/xx | P Thompson |
| e) TO NOTE the draft agenda for the next meeting (2 mins)                             | ARC23/xx | P Thompson |

**8. Any other business** N/A P Thompson

**9. Dates of meetings 2023–24**

- Tuesday 12 March 2024 at 1500 hours, TBC.
- Tuesday 18 June 2024 at 1500 hours, TBC.

\*will be taken without discussion unless a request to open the item for debate is sent to the Chair or Secretary prior to the start of the meeting.