



Audit and Risk Committee Meeting
5.45pm, Tuesday 15th October 2024
On Teams

AGENDA

4.30pm-5.15pm	Committee Training-with Angela Lomax
5.15pm-5.30pm	Break
5.30pm	Pre-Meeting for Members and Auditors

Item	Time	DESCRIPTION	Report
1	5.45	Welcome, Introductions and Apologies	Chair
2	5.45	Confirmation of Quorum	Chair
3	5.45	Declarations of Interest / Confidential Matters	Chair
4	5:50	Minutes of Previous Meeting (23 July 2024) and Matters Arising	Chair
5.	5.55	Matters referred from other parts of the governance structure i) People & Places Committee (30 July 2024) ii) Parent Board (17 September 2024)	Assistant Director of Corporate Services
ITEMS FOR DISCUSSION, DECISION AND APPROVAL			
6	6.00	Significant Risk Report	Chief Executive
7	6.30	Health and Safety Annual Report • People Dashboard	Assistant Director of Corporate Services

Item	Time	DESCRIPTION	Report
8	6.40	Insurance Update	Executive Director of Finance and Business Development
9	6.50	Service Charge Update	Executive Director of Finance and Business Development
10	7.00	Internal Audit Report • Shared Ownership • Rent Setting • Use of Credit Cards • Progress Report	TIAA
		ITEMS FOR APPROVAL AND INFORMATION 7.10-7.20	
11		Progress Report on Audit Recommendations (Approval)	Assistant Director of Corporate Services
12		Anti-Money Laundering Policy Review (Approval)	Assistant Director of Corporate Services
13		Annual Review of Loan Contract Compliance (Information)	Assistant Director of Finance
14		Procurement Report (Information)	Assistant Director of Corporate Services
15		Corporate Compliance Report (Information)	Assistant Director of Corporate Services
OTHER MATTERS			
16	7.20	Matters to be referred to other parts of the governance structure	Assistant Director of Corporate Services
17	7.25	Any Other Business	Chair
18	7.25	Feedback on the Meeting	Chair

Item	Time	DESCRIPTION	Report
19	7.30	Meeting Close	Chair
20		Date of Next Meeting: 28 January 2025	Chair

Audit and Risk Committee Member Attendance		
Updated October 2024		
	Attendance prev 12 months	
	Percentage	Number
Faisal Butt	100%	4/4
Mark Arrandale	100%	4/4
Gavin White	75%	3/4
Derek Humphreys	100%	4/4
Graham Smith	100%	3/3
Hannah Daly	100%	2/2
Total (Target: 90%)	96%	