



Audit and Risk Committee Meeting
5.45pm, Tuesday 17th October 2023
AGENDA

5.15pm	Pre-Meeting for Members and Auditors
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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 (25 July 2023) and Matters Arising	Chair
5.	5.55	Matters referred from other parts of the governance structure i) People & Places Committee (1 August 2023) ii) Parent Board (19 September 2023)	Head of Corporate Services
ITEMS FOR DISCUSSION, DECISION AND APPROVAL			
12	6.00	Annual Insurance Review	Chief Financial Officer
6	6.15	Significant Risk Report Deep Dive-Finance Processes	Chief Executive
7	7.00	Health and Safety Annual Report People Dashboard	Strategic Director of Property and Development
8	7.10	Property Compliance Report Policy Approvals	Strategic Director of Property and Development

Item	Time	DESCRIPTION	Report
9	7.15	Internal Audit Report Accounts Payable	TIAA
10	7.20	Progress Report on Audit Recommendations	Head of Corporate Services
11	7.25	Annual Review of Loan Contract Compliance	Chief Financial Officer
ITEMS FOR INFORMATION AND ASSURANCE			
13	7.30	Procurement Report - VFM - Social Value - Exceptions	Head of Corporate Services
14	7.35	Audit Policy Consultation	Head of Corporate Services
15	7.40	Knowledge Information Management and Data Plan	Head of Corporate Services
16	7.55	Corporate Compliance Report	Head of Corporate Services
17	8.00	Committee Business (Away Day)	Head of Corporate Services
OTHER MATTERS			
18	8.05	Matters to be referred to other parts of the governance structure	Head of Corporate Services
19	8.10	Any Other Business	Chair
20	8.15	Feedback on the Meeting	Chair
21	8.20	Meeting Close	Chair
22		Date of Next Meeting: 27 February 2024	Chair

Audit and Risk Committee Member Attendance		
Updated October 2023		
	Attendance prev 12 months	
	Percentage	Number
Claire Brown	100%	5/5
Mark Arrandale	100%	2/2
Hazel Makinson	100%	5/5
Andy Ewart*	20%	1/5
Nick Egdell	80%	4/5
Gavin White	80%	4/5
Total (Target: 90%)	80%	