Southway

Audit and Risk Committee Meeting
Tuesday 22 July 2025
At Southern Gate

5.15-5.45pm- Pre-meet between 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 (30 April 2025) and Matters Arising	Chair
5	5.55	Matters referred from other parts of the governance structure (i) People & Places (20 May 2025) (ii) Parent Board (17 June 2025)	Chair
ITEMS FOR DISCUSSION, DECISION AND APPROVAL			
6	6.00	Committee Effectiveness • Committee Appraisal Report	Asst Director Corporate Services
7	6.05	Significant Risk Report • Annual Executive Report on Internal Controls Assurance • Deep Dive- Procurement	Asst Director Corporate Services
8	6.30	External Audit Findings Report	Crowe LLP
9	6.40	Draft Final Accounts 2024/25 and Accounting Policies	Executive Director: Finance and Development

Item	Time	DESCRIPTION	Report
10	7.00	Internal Audit • Progress Report • Payroll • Consumer Standards and TSMs	TIAA
11	7.10	Progress Report on Audit Recommendations	Asst Director Corporate Services
12	7.15	Business Continuity Update • Information Security • Training Update • Penetration Test Results	Asst Director Corporate Services/ Asst Director of Technology & Business Improvement
ITEMS FOR APPROVAL AND INFORMATION- 7.30 – 7.55			
13		Procurement Report • Procurement and tender register **Confidential: contains commercially sensitive information**	Asst Director Corporate Services
14		Registers of Interests and Gifts & Hospitality **Confidential: contains personally identifiable information**	Asst Director Corporate Services
15		Debt Write Offs	Executive Director: Homes and Communities
16		Corporate Compliance Report **Confidential: contains commercially sensitive information**	Asst Director Corporate Services
OTHER MATTERS			
17	7.55	Matters to be referred to other parts of the Governance Structure	Asst Director Corporate Services
18	8.00	Any Other Business	Chair

Item	Time	DESCRIPTION	Report
19	8.00	Feedback on the Meeting	Chair
20	8.05	Meeting Close	Chair
21		Date of Next Meeting: 14th October 2025 on Microsoft Teams	Chair

Audit and Risk Committee Member Attendance		
Updated July 2025		
	Attendance prev 12 months	
	Percentage	**Number**
Faisal Butt	100%	4/4
Mark Arrandale	75%	3/4
Gavin White	50%	2/4
Graham Smith	100%	4/4
Derek Humphreys	100%	3/3
Hannah Daly	33%	1/3
Total (Target: 90%)	**76%**	