

AUDIT AND RISK COMMITTEE

A meeting of the committee will be held at **1515 hours** on **Tuesday 17 September 2024**
in Rooms 2.16/2.17, Department W.

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

DRAFT AGENDA

	Paper	Lead
1. Welcome, apologies and declaration of interests	N/A	P Thompson
2. Risk management		
a) TO CONSIDER a deep dive presentation (topic to be determined)	ARC24/xx	TBC
b) TO CONSIDER an update on the strategic risk register	ARC24/xx	C Bailey
3. External audit		
a) TO CONSIDER the progress on actions from the 2022 management letter	ARC24/xx	BDO
b) TO CONSIDER the interim comments on the 2024 audit	Oral report	BDO
c) TO CONSIDER the draft narrative for the Financial Statements 2023–24	ARC24/xx	K Kröger
4. Internal audit		
a) TO CONSIDER the internal audit progress report	ARC24/xx	KPMG
b) TO CONSIDER the planned internal audit reports	ARC24/xx	KPMG
5. Standing reports		
a) TO CONSIDER any disclosures under the Whistleblowing Procedure since the last meeting (2mins)	Oral report	J Morgan
b) TO CONSIDER the annual summary of disclosures under the Whistleblowing Procedure, and TO RECOMMEND TO COUNCIL any updates to the Whistleblowing Procedure	ARC24/xx	J Morgan
c) Fraud/financial irregularities occurring since the last meeting (3mins)	Oral report	K Kröger
6. Committee management and reporting		

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| a) TO CONFIRM the minutes of the meeting held on 18 June 2024 | ARC24/xx | P Thompson |
| b) TO NOTE the matters arising | ARC24/xx | P Thompson |
| c) TO CONSIDER the Committee terms of reference, membership and effectiveness review | ARC24/xx | N Lewycky |
| d) TO CONSIDER the Audit and Risk Committee Annual Report 2023–24 Draft 1 | ARC24/xx | P Thompson |
| e) TO NOTE the draft agenda for the next meeting | ARC24/xx | P Thompson |
| 7. Any other business | N/A | P Thompson |
| 8. Dates of meetings 2024–25 | | |
| ➤ Wednesday 06 November 2024 at 1515 hours in rooms 2.16/2.17, Department W. | | |
| ➤ Tuesday 11 March 2025 at 1500 hours, TBC. | | |
| ➤ Thursday 19 June 2025 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.