

AUDIT AND RISK COMMITTEE

A meeting of the committee will be held at **1515 hours** on **Wednesday 06 November 2024**, 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
1. Welcome, apologies and declaration of interests	N/A	P Thompson
2. External audit		
a) TO CONSIDER the external audit annual report for 2023–24 (10 mins)	ARC24/16	BDO
b) TO RECOMMEND TO COUNCIL the Letter of Representation (10 mins)	ARC24/17	K Kröger
c) TO RECOMMEND TO COUNCIL the audited financial statements for 2023–24 (30 mins)	ARC24/18	K Kröger
3. Internal audit		
a) TO CONSIDER the Internal Audit Annual Report for 2023–24 (10 mins)	ARC24/19	KPMG
b) TO NOTE the progress with the Internal Audit plan for 2024–25 (5 mins)	ARC24/20	KPMG
4. Assurance items		
a) TO RECOMMEND TO COUNCIL the Fire, Health and Safety Annual Report for 2023–24 (20 mins)	ARC24/21	R Jones
b) TO RECOMMEND TO COUNCIL the Prevent Duty Annual Return for 2023–24 (5 mins)	ARC24/22	J Morgan
c) TO CONSIDER the Transparent Approach to Costing (TRAC) process (10 mins)	ARC24/23	K Kröger
5. Standing reports		
a) TO RECOMMEND TO COUNCIL the Whistleblowing Policy (10 mins)	ARC24/24	J Morgan
b) TO NOTE any disclosures under the Whistle blowing Procedure since the last meeting (2 mins)	Oral report	J Morgan
c) TO NOTE any allegations of fraud or financial irregularities occurring since the last meeting (3 mins)	Oral report	K Kröger

6. Committee management and reporting

- | | | |
|---|----------|------------|
| a) TO CONSIDER the draft Audit and Risk Committee Annual Report for 2023–24 (15 mins) | ARC24/25 | P Thompson |
| b) TO CONFIRM the minutes of the meeting held on 17 September 2024 (5 mins) | ARC24/26 | P Thompson |
| c) TO NOTE the matters arising (3 mins) | ARC24/27 | P Thompson |
| d) TO NOTE the draft agenda for the next meeting (2 mins) | ARC24/28 | P Thompson |

7. Any other business N/A P Thompson

8. Dates of meetings 2024–25

- Tuesday 11 March 2025 at 1500 hours, rooms 2.16/2.17, Department W.
- Thursday 19 June 2025 at 1500 hours, TBC.