

## AUDIT AND RISK COMMITTEE

A meeting of the committee will be held at **1515 hours** on **Tuesday 14 November 2023**, 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
<b>1. Welcome, apologies and declaration of interests</b>	Oral report	P Thompson
<b>2. External audit</b>		
a) TO CONSIDER the external audit annual report for 2022–23 (10 mins)	ARC23/13	BDO
b) TO RECOMMEND TO COUNCIL the Letter of Representation (10 mins)	ARC23/14	K Kröger
c) TO RECOMMEND TO COUNCIL the audited financial statements for 2022–23 (30 mins)	ARC23/15	K Kröger
<b>3. Internal audit</b>		
a) TO CONSIDER the Internal Audit Annual Report for 2022–23 and Head of Internal Audit opinion (10 mins)	ARC23/16	KPMG
b) TO NOTE the progress with the Internal Audit plan for 2023–24 (5 mins)	ARC23/17	KPMG
<b>4. Assurance items</b>		
a) TO RECOMMEND TO COUNCIL the Fire, Health and Safety Annual Report for 2022–23 (20 mins)	ARC23/18	R Jones
b) TO CONSIDER an update on asbestos in the Whitechapel library (15 mins)	ARC23/19	R Jones
c) TO RECOMMEND TO COUNCIL the Prevent Duty Annual Return for 2022–23 (5 mins)	ARC23/20	C Shelley
d) TO CONSIDER the Transparent Approach to Costing (TRAC) process (10 mins)	ARC23/21	K Kröger
e) TO CONSIDER an update on legal compliance reporting (10 mins)	ARC23/22	J Morgan
<b>5. Standing reports</b>		
a) TO NOTE any disclosures under the Whistle blowing Procedure since the last meeting (2 mins)	Oral report	J Morgan

b) 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 2022–23 (15 mins) ARC23/23 P Thompson

b) TO CONFIRM the minutes of the meeting held on 28 September 2023 (5 mins) ARC23/24 P Thompson

c) TO NOTE the matters arising (3 mins) ARC23/25 P Thompson

d) TO NOTE the draft agenda for the next meeting (2 mins) ARC23/26 P Thompson

**7. Any other business** N/A P Thompson

**8. Dates of meetings 2023–24**

- Tuesday 12 March 2024 at 1500 hours, rooms 2.16/2.17, Department W.
- Tuesday 18 June 2024 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.