

## Effective Oversight: Escalation and Assurance

<b>Report to:</b>	<b>Board of Directors</b>	<b>Meeting date:</b>	<b>26<sup>th</sup> March 2025</b>
<b>Report from:</b>	<b>Audit Committee</b>	<b>Meeting date:</b>	<b>12<sup>th</sup> March 2025</b>
<b>Quorate?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
<b>Members present</b>	Christopher Malish, Simon Lewis, Sally Napper.		
<b>In attendance</b>	Leanne Sobratee, Lee Swift, Salma Younis, Helen Higgs, Sarah Denton, Claire Risdon, Mike Woodhead, Shane Embleton, Phillipa Hubbard		
<b>Observers</b>	There were no observers present.		
<b>Apologies</b>	Apologies were noted from Fran Stead, Stacey Pearson		
<b>Good Governance</b>	Governance, accountability and effective oversight		<b>GG</b>
<b>Agenda items</b>	<ul style="list-style-type: none"> <li>• Matters arising: Fire Safety Compliance Internal Audit.</li> <li>• Strategic Assurance Report and Supporting items: 1. Compliance and Risk Report.</li> <li>• Review of Losses &amp; Special Payments.</li> <li>• Waiver of Standing Orders &amp; Standing Financial Instructions.</li> <li>• Proposed Write off of Outstanding Debt.</li> <li>• External Audit: Audit Plan</li> <li>• Internal Audit: Progress Report and any Follow Up Reports.</li> <li>• Local Counter Fraud Progress Report.</li> </ul>		
<b>Alert items agreed by Committee</b>	<ul style="list-style-type: none"> <li>• Nothing.</li> </ul>		
<b>Advise items agreed by Committee</b>	<ul style="list-style-type: none"> <li>• Noted that planning is underway for the 2025/2026 internal audit, this will go to SLT for approval and then be brought to the May Audit Committee for final approval.</li> <li>• 224 of 260 internal audit days completed for 2024/2025 and 3 audits finalised since the previous Audit Committee.</li> <li>• Review of risks to include movement and mitigation</li> <li>• Concerns raised with Job planning and sign off out of scope of 28 days this is to be addressed</li> </ul>		
<b>Assure items agreed by Committee</b>	<ul style="list-style-type: none"> <li>• The draft external audit plan was shared and work is ongoing. A reduction in days of about 50 to undertake audits has been agreed to bring this down to 210 day.</li> </ul>		
<b>Decisions made by Committee</b>	<ul style="list-style-type: none"> <li>• Any changes to the internal audit plan are to be reported and approved virtually by Audit Committee members outside of Committee meetings.</li> </ul>		
<b>New risks identified by Committee</b>	<ul style="list-style-type: none"> <li>• There were no new risks identified by the Committee.</li> </ul>		

<b>Feedback following discussion at 'parent' meeting</b>			
<b>Report completed by</b>	Sarah Denton, Executive Assistant	<b>Date</b>	<b>12.03.2025</b>
<b>On Behalf of Chair</b>	<b>Christopher Malish, Non-Executive Director</b>		