

Agenda

Audit and Risk Committee Meeting to be held on Thursday, 30th July 2020 at 2pm
The meeting will be held online using Zoom

Staff/Adviser(s) Attendance:

Donna Birrell (CEO)

Allison Devine TBC (Alexander Sloan – External Audit)

Kirsty Brown (DCEO)

Susan Mackay (Corporate Services Officer – CSO)

Item		Author	Attached	Approval Required
1.	Apologies			
2.	Health & Safety:			
	2.1 Incidents: None to Report			
	2.2 Health & Safety Moment			
	2.3 Health & Safety Update	DCEO/ ADM/CSO	✓	✓
	2.4 Annual Report on Health & Safety Controls	ADM	✓	For Information
3.	Declarations of Interest			
4.	4.1 Minute of Audit and Risk Committee Meeting – 30 th April 2020	CSO	✓	✓
	4.2 Confidential Minute of Audit and Risk Committee Meeting – 30 th April 2020	CEO	✓	✓
5.	Matters Arising Schedule	CSO	✓	✓
6.	RSG Key Risks Confidential 6.1 RSG Key Risks Review	CEO/DCEO	✓	✓
7.	External Audit			
	7.1 Annual Audit and Accounts 2019/20 – Alexander Sloan	DCEO	✓	✓
8.	Internal Audit			
	8.1 Update on Internal Audit Reviews	DCEO	✓	For information
9.	Staffing Update Confidential			
	9.1 Confidential Staffing Update	DCEO	✓	For noting
	9.2 Investors in People – no report			
	9.3 Confidential Stress Survey 2019: Action Plan	A&DM	✓	For information
10.	Governance			
	Annual Assurance: 10.1 Annual Assurance Statement and Action Plans 2019: End of Year Report	CEO	✓	For Information
	Annual Reviews: 10.2 Annual Review of Committee Performance	DCEO	✓	✓
	10.3 Annual Review of Schedule of Delegation and Effectiveness	CEO	✓	✓

	Draft Policies			
11.	Draft Policies for Review and Recommendation to Board			
	i) Treasury Management Policy	DCEO		✓
	ii) Investment Strategy	DCEO		✓
	iii) Borrowing Strategy	DCEO		✓
	iv) Financial Regulations	DCEO		✓
	v) Entitlements, Payments & Benefits Policy	CEO	Previously circulated	✓
	vi) Review of Code of Conduct and Breach Protocol	CEO	/on Document Library	✓
	vii) Management, Appraisal, Support and Remuneration of the Senior Officer	CEO	(Decision Time)	✓
	viii) Information to Tenants and Tenancy Agreements	ADM		✓
	ix) Furnished Premises	ADM		✓
12.	Action Tracker	CSO	✓	✓
13.	Any Other Competent Business			
14.	Date of next A&R meeting:			
	• Next meeting 19 th November 2020 TBC			

N.B. If you have questions about any of the papers, please do not hesitate to contact the identified report author or the Chief Executive for clarification in advance of the meeting.