

# AUDIT & FINANCE SUB-COMMITTEE MEETING



Thursday 31 October at 6:00 pm

<b>AGENDA</b>		
1.	Welcome	AT
2.	1) Remit of Audit and Finance Sub-Committee – Extract from Standing Orders. 2) SHR – Regulatory Standards of Government and Finance Management Extract 3) Financial Reporting Council – Updated Guidance on Audit Committee (April 2016) and Guidance on Risk Management Internal Control and Related Reporting (Sept 2014) <i>All documents can be viewed on the portal</i>	
3.	Apologies	AT
4.	Election of Chair	ALL
5.	Approval of Previous Minutes – July 2024	CHAIR
6.	AOCB Approval	CHAIR
7.	Declaration of Interest on any Agenda Items	ALL
8.	Matters Arising/Update	CHAIR
<b>PAPERS for APPROVAL</b>		
9.	Internal Audit Reports – Development	IT/SMcC
10.	Internal Audit Reports – Void Management	IT/SY/SMcC
11.	Internal Audit Action Plan Update	CP
12.	Management Accounts – to end 30 September 2024	CP
13.	Budget Revision – Forecast Out-turn 2024/25	CP
14.	Risk Map: Quarter 2 Review	CP
15.	Bad Debt Write Off	CP
<b>INFORMATION PAPERS</b>		
16.	VAT Inspection	CP
17.	Sole Supplier Justification Review	JD
18.	AOCB	ALL
19.	Date of Next Meeting: Thursday 30 <sup>th</sup> January 2025	ALL