



Agenda

Audit and Risk Committee Meeting to be held on Thursday, 4 November 2021 at 2pm
The meeting will be held online using Zoom

Staff/Adviser(s) Attendance:

- Donna Birrell (CEO)
- Kirsty Brown (DCEO/DFCS)
- Craig Wood (DHPS)
- Hilary Tennant (GCO) (Minutes)

Item		Author	Attached	Approval Required
1.	Welcome and Apologies			
2.	Declarations of Interest			
3.	Health & Safety			
	3.1 Incidents	CEO	Verbal update	For information
	3.2 Health & Safety Update	DCEO/DFCS DHPS	✓	✓
	3.3 Health and Safety Competency Framework and Training Needs Analysis	CEO	✓	For information
4.	Minutes of Previous Meeting			
	4.1 Minute of Audit and Risk Committee Meeting – 29 July 2021	GCO	✓	✓
	4.2 Confidential Minute of Audit and Risk Committee Meeting – 29 July 2021	CEO	✓	✓
5.	Matters Arising			
	Matters Arising Schedule	GCO	✓	✓
6.	Record of Electronic Approvals			
	Record of Electronic Approval September 2021	CEO	✓	For information
7.	RSG Key Risks Confidential			
	Annual Review of RSG Risk Management Framework and Internal Control and Management Systems and Annual Review of RSG Strategic Risk Analysis, Risk Register and Scoring, and Review of Risk Appetite	CEO/ DCEO/DFCS	✓	✓
8.	Internal Audit			
	8.1 Internal Audit Reports: <ul style="list-style-type: none"> ○ Strategic Control and Governance 	DCEO/DFCS	✓	✓

	○ Risk Management			
	8.2 SFHA Internal Audit Guidance: Review and recommendations	DCEO/DFCS	✓	✓
	8.3 18-month review of Internal Auditor Function	DCEO/DFCS	✓	✓
	8.4 Landlord Health and Safety Audit: Housing Health & Safety Compliance	DHPS	✓	✓
9.	External Audit			
	No report			
10.	Resources Update			
	10.1 Confidential Staff and Board Update including Board Development Plan	CEO/DCEO/DFCS	✓	✓
	10.2 Investors in People	DCEO/DFCS	✓	For noting
11.	Governance			
	No report			
12.	Finance			
	No report			
13.	Draft Policies for Recommendation			
	No policies for review			
14.	Action Tracker			
	Action Tracker	GCO	✓	✓
15.	Any Other Competent Business			
16.	Date of next A&R meeting			
	• Next meeting 28 April 2022, time 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.

Chair's signature.....