



AUDIT AND RISK ASSURANCE COMMITTEE

Tuesday 25th April 2023 at 15.00-17.00

Hybrid meeting in Committee Room G and via Microsoft Teams

Agenda

1. Declaration of interests for the meeting on 25 April 2023 <i>Members are invited to declare any relevant interest in the context of the matters under discussion at the meeting</i>	
2. Matters arising from the minutes of the meeting on 02 February 2023 Memorandum by the Chair	ARAC/2023/09
3. Updates from Commission meetings Oral update from the Chair	Oral update
4. Update on Infrastructure Risk Memorandum from the Director of Facilities	ARAC/2023/10
5. Update on the transfer of the Parliamentary Works Sponsor Body to the Client Team Memorandum from the Director of Finance and Procurement	ARAC/2023/11
6. Draft Audit and Risk Assurance Committee Annual Report Memorandum by the Chair	ARAC/2023/12
7. Terms of Reference Memorandum by the Chair	ARAC/2023/13
EXTERNAL AUDIT	
8. NAO Interim Audit Update 2022-23 Memorandum by the NAO	ARAC/2023/14
INTERNAL AUDIT REPORTS: FOR DISCUSSION	
9. Progress against the Internal Audit plan for 2022/23 and proposed plan for 2023/24 Memorandum by the Head of Internal Audit	ARAC/2023/15
10. Outstanding Audit Recommendations Memorandum by the Head of Internal Audit	ARAC/2023/16

11. Absence Management: Unsatisfactory Assurance Memorandum from the Head of Internal Audit	ARAC/2023/17
12. Business Case Approach for Capital Projects: Moderate Assurance Memorandum from the Head of Internal Audit	ARAC/2023/18
13. Non-PDS Network: Follow-up Report Memorandum from the Head of Internal Audit	ARAC/2023/19
14. Transforming Digital Risk Management: Follow-up Report Memorandum from the Head of Internal Audit	ARAC/2023/20
INTERNAL AUDIT REPORTS: FOR INFORMATION	
15. Textual Accuracy of Legislation: Moderate Assurance Memorandum from the Head of Internal Audit	ARAC/2023/21
16. Accommodation Strategy: Moderate Assurance Memorandum from the Head of Internal Audit	ARAC/2023/22
17. Catering and Retail Service Pricing (CRS) Strategy: Moderate Assurance Memorandum from the Head of Internal Audit	ARAC/2023/23
18. Staff Performance Management: Follow-up Report Memorandum from the Head of Internal Audit	ARAC/2023/24
19. Corporate Governance: Follow-up Report Memorandum from the Head of Internal Audit	ARAC/2023/25
20. Catering and Retail Service (CRS) Retail Operations: Follow-up Report Memorandum from the Head of Internal Audit	ARAC/2023/26
21. Financial Delegation Framework: Follow-up Report Memorandum from the Head of Internal Audit	ARAC/2023/27
22. Financial Forecasting Arrangement: Follow-up Report Memorandum from the Head of Internal Audit	ARAC/2023/28
AUDIT AND RISK ASSURANCE COMMITTEE DISCUSSIONS	
23. Any Other Business	
24. Meeting in private with Director of Finance	

FOR INFORMATION

Attached are the agendas for the following meetings of the Management Board and the House of Lords Commission. Any member wishing to receive the minutes of any of the below meetings should contact the Clerk to the Audit and Risk Assurance Committee.

• Management Board: February 2023, March 2023, April 2023	
• House of Lords Commission: January 2023	

Members are free to discuss the contents of restricted papers with their colleagues, unless the paper is marked highly restricted or Parliament secret. Papers marked unrestricted are proactively published.

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