



AUDIT AND RISK ASSURANCE COMMITTEE

Tuesday 30th April 2024 at 15.00-17.15

Hybrid meeting in Committee Room 2A and via Microsoft Teams

Agenda

AUDIT AND RISK ASSURANCE UPDATE AND DISCUSSION	15.00 – 15.50
1. Declaration of interests for the meeting on 30 January 2024	No paper
2. Matters arising from the minutes of the meeting on 30 January 2024	ARAC/2024/14
3. Update from the Chair <i>Oral update from the Chair</i>	No paper
4. Updates from the Accounting Officer	No paper
5. Corporate Risk Register: April 2024	ARAC/2024/15
INTERNAL AUDIT REPORTS: FOR DISCUSSION	15.50 – 16.50
6. Progress against the Internal Audit plan for 2023/24 and proposed plan for 2024/25	ARAC/2024/16
7. Outstanding Management Actions	ARAC/2024/17
8. Information Security (HoC IA) – Limited Assurance	ARAC/2024/18
9. Pest Control Arrangements - Limited Assurance	ARAC/2024/19
10. Personal Emergency Evacuation Plans – Moderate Assurance	ARAC/2024/20

INTERNAL AUDIT REPORTS: FOR INFORMATION	16.50 – 16.53
11. R&R Client Team Integrated Assurance Arrangements and Approval Plan – Moderate Assurance	ARAC/2024/21
12. Sound and Vision Operations and Maintenance Contract (HoC IA) - Moderate Assurance	ARAC/2024/22
13. Members’ Pass Reader Voting – Substantial Assurance	ARAC/2024/23
14. Programme Transition to BAU (HoC IA) – Substantial Assurance	ARAC/2024/24
INTERNAL AUDIT FOLLOW-UP REPORTS: FOR INFORMATION	16.53 – 16.55
15. Textual Accuracy of Legislation	ARAC/2024/25
16. Absence Management	ARAC/2024/26
17. Right to Work Checks	ARAC/2024/27
18. Parliamentary Office of Science and Technology	ARAC/2024/28
AUDIT AND RISK ASSURANCE COMMITTEE DISCUSSIONS	16.55 – 17.15
19. NAO Interim Report on the 2023-24 Financial Statements Audit	ARAC/2024/29
20. Draft Audit and Risk Assurance Annual Report 2023-24	ARAC/2024/30
21. Any Other Business	No paper

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 2024, March 2024, April 2024
- **House of Lords Commission:**
January 2023, March 2024

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