

# Transport for the North Audit & Governance Committee Consultation Call Agenda

<b>Date of Meeting</b>	<b>Friday 19 July 2024</b>
<b>Time of Meeting</b>	<b>11.00 am</b>
<b>Venue</b>	<b>Microsoft Teams</b>

### Filming and broadcast of the meeting

Meetings of the Transport for the North are 'webcast'. These meetings are filmed and broadcast live on the Internet. If you attend this meeting you should be aware that you might be filmed and included in that transmission.

Item No.	Agenda Item	Page
<b>1.0</b>	<p><b>Welcome and Apologies</b></p> <p>The Chair to welcome members to the meeting and update on progress for appointment of a Vice Chair and recruitment of Members.</p> <p><b>Lead:</b> Chair</p>	
<b>2.0</b>	<p><b>Declarations of Interest (1 Minute)</b></p> <p>Members are required to declare any personal, prejudicial, or disclosable pecuniary interest they may have relating to items on the agenda and state the nature of such interest.</p> <p><b>Lead:</b> Chair</p>	
<b>3.0</b>	<p><b>Minutes from the Previous Meeting (4 minutes)</b></p> <p>To approve as a correct record the Minutes of the Audit &amp; Governance Committee meeting held on Friday 8 March 2024.</p> <p><b>Lead:</b> Chair</p>	5 - 12
<b>4.0</b>	<p><b>Corporate Risk Register and Risk Management Strategy Report (25 minutes)</b></p> <p>To consider the Corporate risk update including:</p> <ul style="list-style-type: none"> <li>• Cover Report</li> <li>• Corporate Risk Register</li> <li>• TfN Offer Risk Deep Dive</li> </ul> <p><b>Lead:</b> Daniella Della Cerra Smith</p>	13 - 46

<p><b>5.0</b></p>	<p><b>Committee Effectiveness Report (25 minutes)</b></p> <p>To share the results of the self-assessment exercise and subsequent gap analysis and to agree actions to improve future effectiveness. The papers are summarised below:</p> <p>Committee Effectiveness Report Appendix 1 - Survey Appendix 2 - Action Plan Appendix 3 - Induction pack (<b>for information/see below</b>)</p> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Terms of Reference</li> <li>• Audit Committee member in a LA</li> <li>• Guiding the audit committee</li> <li>• Work Program</li> <li>• Competency framework</li> <li>• Annual Governance Statement</li> </ul> <p>Appendix 4 - Work program Appendix 5 - Skills audit / competency framework</p> <p>Appendix 3 is a draft induction pack that will be issued to all existing and new members. It is a comprehensive document and included for information and comment on its structure and components. The last two sections will be discussed as part of the main cover paper and have been included in the induction pack for completeness.</p> <p><b>Lead:</b> Joanne Barclay</p>	<p>47 - 242</p>
<p><b>6.0</b></p>	<p><b>Year End Draft Statement of Accounts 2023/2024 including the Annual Governance Statement (20 minutes)</b></p> <p>To consider the draft year end of accounts for 2023-24 and the Annual Governance Statement.</p> <p><b>Lead:</b> Paul Kelly and Joanne Barclay</p>	<p>243 - 316</p>
<p><b>7.0</b></p>	<p><b>External Audit Update (10 minutes)</b></p> <p>To note the 2023-24 External Audit Progress Report.</p> <p><b>Lead:</b> Ian Gilroy</p>	<p>317 - 350</p>
<p><b>8.0</b></p>	<p><b>Internal Audit Update (25 minutes)</b></p> <p>To note the internal audit reports</p> <ul style="list-style-type: none"> <li>• Progress Report</li> <li>• Procurement – Value for Money (06.23/24)</li> <li>• Annual Summary</li> <li>• Follow Up (1.24/25)</li> </ul> <p><b>Lead:</b> Alex Hire</p>	<p>351 - 398</p>
<p><b>9.0</b></p>	<p><b>Quarterly Operating Report (10 minutes)</b></p> <p>To note the Transport for the North Quarterly Operating</p>	<p>399 - 412</p>

	<p>Report (Jan – March)</p> <p><b>Lead:</b> Paul Kelly</p>	
<b>10.0</b>	<p><b>Date and Time of Next Meeting and Future Meeting Dates</b></p> <p>The Next meeting will be Friday 6 September 2024 11:00 – 13:00 Friends’ Meeting House Manchester</p> <p>Future Meetings</p> <p>Friday 6 December 2024 11:00 – 13:00 via Teams Friday 7 March 2025 11:00 – 13:00 In person location TBC</p>	