

WHEATLEY HOUSING GROUP LIMITED

GROUP AUDIT COMMITTEE

MINUTE OF MEETING – Wednesday 3 November 2021

HELD BY VIDEOCONFERENCE

Present: Caroline Gardner (Chair), Bernadette Hewitt, Martin Kelso and Angela Mitchell.

In attendance: Anthony Allison (Director of Governance), Martin Armstrong (Group Chief Executive), Ranald Brown (Director of Assurance), Steven Henderson (Group Director of Finance), Michael Wilkie (KPMG), Lewis McGregor (Director of IT and Digital Services – items 4 and 5 only) and Tom Barclay (Group Director of Property and Development -item 9 only).

1. Apologies for Absence

Apologies were received from Fiona Burden.

The Committee noted that Fiona had reviewed the papers and provided feedback.

2. Declarations of Interest

The Committee noted that Caroline Gardner's register of interests would be added to the standing declarations of interest.

3. Minute of previous Audit Committee meeting and matters arising

Decided: The Committee approved the minute of 5 August 2021.

4. [redacted]

Decided: The Committee noted the contents of the report.

5. [redacted]

6. Group Assurance Update

The Committee received a summary of each of the reviews completed over the last quarter [redacted].

[redacted]

The Committee was updated on the status of the implementation of recommendations from previous reviews and the rationale for the two proposed implementation date revisions.

Decided: The Committee noted the contents of the report.

7. Rolling Internal Audit Plan 2021-22

The Committee received a report detailing the proposed internal audit plan for the next three months.

The Committee reviewed the proposed plan and it was agreed an update be brought to the next meeting on the planned risk management review. The Committee reiterated that a key element of the review should be ensuring that roles and responsibilities are clearly defined and understood.

Decided: The Committee approved the work-plan for the next three months.

8. Risk Management update

The Committee was provided with a summary of the proposed updates to the strategic risk register and a more detailed update on the three risks with the highest residual score.

The Committee discussed the mechanisms through which new risks are added to the strategic risk register. It was confirmed that the review process at directorate and Executive level considered risk on a regular basis, including how business performance is reflected in our risk registers. It was explained that where we experienced performance dips we would undertake analysis to assess key drivers, whether they could be mitigated, and whether they may have a sustained impact on future performance.

The Committee discussed the risk associated with rent arrears for both the group and the wider sector. It was explained that wider sector performance has not materially deteriorated but that external factors such as universal credit and the easing of restrictions will continue to influence rent arrears.

The Committee discussed the new Customer First Centre model and the potential implications on people paying. It was confirmed that early intervention and face to face interaction via local staff will remain our priority.

Decided: The Committee noted the report and agreed to recommend the updates to the Group Board.

9. Fire Prevention and Mitigation update

The Committee was provided with an update on our current rate of accidental dwelling fires across the Group; routine Fire Safety Monitoring in our Multi Storey Flats (“MSFs”) by the Scottish Fire and Rescue Service (“SFRS”); and progress with our MSF and Living Well Fire Risk Assessment (“FRA”) programme.

The Committee was also updated on progress with the installation of heat and smoke detectors, including that we are making contingency arrangements should we encounter any issues with access.

The Committee welcomed the continued strong focus on fire safety and noted that we would have to consider any potential insurance implications should we not achieve access.

Decided: The Committee noted

- 1. performance on Accidental Dwelling Fires;**
- 2. performance on Operational Assurance Visits; and**
- 3. progress with our MSF and Living Well Fire Risk Assessment programme.**

10. AOCB

There was no other competent business.

Signature:.....Date:
Chair