

A meeting of the Audit Committee will be held on **9 December 2020** at **1000hrs** via **Microsoft Teams** (including video link). *The first fifteen minutes of the meeting is a closed session with Committee members and representatives of external and internal audit.*

AGENDA

Agenda Item		Item Code	Lead Member/ Officer
1.	<u>Introduction, Meeting Record, Reporting and Context</u>		
	i. Declarations of Interests	Oral Report	A Corfield
	ii. 8 June 2020 Committee Meeting: ➤ Confidential Minutes ➤ Reserved Business Minutes	AC20/34 AC20/34i	↓
	iii. 2 November 2020 Committee Meeting: ➤ Summary Minutes ➤ Confidential Minutes ➤ Reserved Business Minutes	AC20/35 AC20/35i AC20/35ii	↓ S F O'Donnell
2.	<u>Internal Audit</u>		
	i. Outstanding Audit Actions	AC20/36	S F O'Donnell
	ii. Internal Audit 2020/21 Progress Report	Oral Report	S Reid
	iii. IT Internal Audit Reports Management Overview	AC20/37	S Corbett
	iv. Updated 2019/20 Q4 Internal Audit Reports: ➤ Actions Follow Up Review ➤ IT Patch Management ➤ Modified Working Arrangements IT Controls ➤ Non-IT Services Managed Websites	AC20/38 AC20/39 AC20/40 AC20/41	S Reid/ S Corbett ↓
	v. Draft Internal Audit Annual Report and Opinion 2019/20	AC20/42	S Reid
3.	<u>External Audit and OfS Returns 2019/20</u>		
	i. External Audit Report	AC20/43	C Partridge
	ii. Annual Report and Financial Statements ➤ Financing and Covenant Update	AC20/44 AC20/44i	S Newitt ↓
	iii. Prevent Duty Annual Report	AC20/45	S F O'Donnell
4.	<u>Policy, Risk and Assurance</u>		
	i. Annual Value for Money Report 2019/20	AC20/46	S Newitt
	ii. Final Draft Audit Committee Annual Report 2019/20	AC20/47	A Corfield/ S F O'Donnell
	iii. Health, Safety and Wellbeing Annual Report 2019/20	AC20/48	Prof G Marston/ E Pritchard/ J Embley
	iv. Health, Safety and Wellbeing Report Q1 2020/21	AC20/49	S F O'Donnell
	v. Safeguarding Policy	AC20/50	↓
	vi. Policy on the Engagement of the External and Internal Auditors for Non-Audit Work	AC20/51	A Corfield
	vii. Committee Agenda Plan 2020/21	AC20/52	
	<i>All attendees to leave the meeting for the subsequent Agenda Item</i>		
5.	<u>Any Other Business</u>		
	i. Reserved/Private Committee Discussion	Oral Report	A Corfield