



AUDIT COMMITTEE

A meeting of the Audit Committee will be held on **Monday 04 November 2019** at **1000hrs** in **Meeting Room 209, 2nd Floor, Sutherland Building**. *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. Meeting Record, Reporting and Context		
i. Declarations of Interests	Oral Report	A Corfield/ S F O'Donnell
ii. 09 September 2019 Committee Meeting:		
➤ Executive Summary	AC19/22	
➤ Confidential Minutes (will follow post meeting)	AC19/22i	
➤ Reserved Business Minutes (will follow post meeting)	AC19/22ii	
iii. Summary Action List/Matters Arising	AC19/23	
iv. Committee Terms of Reference and Membership 2019/20	AC19/24	
v. Committee Annual Evaluation of Effectiveness 2018/19	Oral Report	
vi. Vice-Chancellor's Horizon Scanning	Oral Report	Prof A Wathey
2. Internal Audit		
i. Outstanding Audit Actions: 31 October 2019	AC19/25	S F O'Donnell
ii. Internal Audit 2019/20 Progress Report and 2018/19 Q4 Audits:	AC19/26	N Wright/ S Kenny
➤ Fundamental Financial Controls: Final Report	AC19/27	
➤ Selecting and Managing Partners: Final Report	AC19/28	
➤ Grant Terms and Conditions: Final Report	AC19/29	
iii. Internal Audit Annual Report and Opinion 2018/19 (Final)	AC19/30	
iv. Internal Audit Plan 2019/20 (Final)	AC19/31	
3. External Audit and OfS Accountability Returns 2018/19		
i. External Audit Report	AC19/32	P Moran
ii. Annual Report and Financial Statements*	AC19/34	S Newitt
iii. Going Concern Assessment	AC19/35	
iv. Annual Value for Money Report	AC19/36	
v. Prevent Duty Annual Report	AC19/37	S F O'Donnell
vi. Annual Report of Audit Committee (Final)	AC19/38	A Corfield/ S F O'Donnell
vii. TRAC Return 2018/19 (by written resolution ahead of the submission deadline - 31 January 2020)	AC19/39	S Newitt
4. Policy, Risk and Assurance		
i. Health, Safety and Wellbeing Annual Report 2018/19	AC19/40	Prof G Marston/ E Pritchard/L
a. Health and Safety Plan 2019/20 addendum	AC19/40a	
ii. Health, Safety and Wellbeing Report Q1 2019/20**	Presentation	Lee
iii. Data Assurance Annual Report 2018/19 and Priorities 2019/20	AC19/41	S F O'Donnell
iv. Consultant Appointment and Management Process: Update	AC19/42	J Embley
v. Reportable Incidents Summary	AC19/43	S F O'Donnell
vi. Committee Agenda Plan 2019/20	AC19/44	A Corfield/ S F O'Donnell
vii. Strategic Risk Dashboard	AC19/45	

**First circulation includes version submitted to Employment and Finance Committee on 28.10.19; an updated version, incorporating feedback from the 28.10.19 E&F meeting, will be circulated ahead of the 04.11.19 Audit Committee meeting.*

***Due to some quarter end data being unavailable for this Committee, a presentation will highlight available Health & Safety data and wellbeing initiatives, with the full Q1 Report due for submission to the 18 November meeting of the Board of Governors.*