

# AGENDA

**16 September 2024**  
**AUDIT COMMITTEE**

A meeting of the Audit Committee will be held on **16 September 2024 at 1015hrs via Teams**. *The first fifteen minutes of the meeting is a closed session with Committee members and representatives of external and internal audit.*

*All Items on this Agenda are Confidential*

Item		To	Code	Lead
<b>1. Introduction</b>				
i.	Declaration of Interests	Note	Oral Report	H Thorne
ii.	Vice-Chancellor's Horizon Scanning	Note	Oral Report	Prof A Long
<b>2. External Audit Plan 2023/24</b>				
i.	External Audit Plan 2023/24 Update	Note	Oral Report	M Wilkie
ii.	Key Accounting Judgements and Areas of Audit Focus	Approve	AC24/01	P MacDonald/ L Mayfield
<b>3. Internal Audit Plan</b>				
i.	Internal Audit Progress Report and Follow-up 2023/24	Note	AC24/02	S McNair
ii.	Recruitment (HR) follow-up	Consider	AC24/03	J Embley
iii.	Audit Reports:			
	a. Payroll	Consider	AC24/04	J Embley
	b. Competition and Markets Authority	Consider	AC24/05	H Bower/ Prof G Wynn
	c. Core Financial Controls	Consider	AC24/06	P MacDonald
	d. Data Assurance (TRAC)	Consider	AC24/07	P MacDonald
	e. International Student Experience and Outcomes	Consider	AC24/08	Dr G Brown
iv.	Outstanding Audit Actions	Note	AC24/09	G Bailes
v.	Internal Audit Annual Report and Opinion	Note	AC24/10	S McNair
vi.	Internal Audit Plan 2024/25	Approve	AC24/11	S McNair
<b>4. Policy, Risk and Assurance</b>				
i.	Regulatory Reportable Incidents Summary	Note	AC24/12	G Bailes
	a. London Campus Incident Report	Note	AC24/13	Dr G Brown
ii.	Strategic Risk Report	Endorse	AC24/14	G Bailes
iii.	Scheme of Delegated Authority	Endorse	AC24/15	G Bailes
iv.	Health and Safety Report Q4 and Annual Summary 2023/24	Note	AC24/16	Prof G Marston/ G Tideswell
v.	Insurance Coverage Report	Note	AC24/17	P MacDonald
vi.	Funding Assurance Report	Note	AC24/18	Prof L Bracken/ A Poole
vii.	Draft Audit Committee Annual Report	Consider	AC24/19	G Bailes
<b>5. Constitutional and Administrative Items</b>				
i.	Committee Agenda Plan	Note	AC24/20	H Thorne
ii.	6 June 2024 Committee Meeting			H Thorne
	a. Summary Minutes	Confirm	AC24/21	
	b. Confidential Minutes	Confirm	AC24/22	
	c. Reserved Business Minutes	Confirm	AC24/23	
iii.	20 August 2024 Committee Meeting			
	a. Confidential Minutes	Confirm	AC24/24	H Thorne
iv.	Matters Arising/ Summary Action List	Note	AC24/25	G Bailes
<i>All attendees to leave the meeting for the subsequent Agenda Item</i>				
<b>6. Any Other Business</b>				
i.	Reserved/Private Committee Discussion		Oral Report	H Thorne

**AUDIT COMMITTEE MEETING CLOSE**

*\*Items marked “\*” will be taken as read without discussion at the meeting, unless a request to open the item is made in advance to the Chair.*