

AGENDA

AUDIT AND RISK COMMITTEE

Date:	Tuesday 04 June 2019
Time:	1500 for external Committee Members and <u>internal</u> Auditors; 1530 for all other attendees
Location:	Boardroom, University House, Leek Road Campus

Notes:

1. Items marked with an asterisk (starred items) are for information only or regarded as noncontentious. Starred items will not be discussed and will be assumed to have been noted or approved unless a request to unstar a named item is received from a Board member in advance, or at the commencement, of the meeting.
2. Items classified as Confidential will be placed on the Register of Confidential Minutes (reviewed annually). These items, and their subsequent minutes, will be redacted before publication of the agenda and minutes on the University's public website.

1500 - 1530 Pre-meet for external Committee Members with internal auditors (without the presence of University staff)

	Lead	Pgs
1 MEETING MANAGEMENT		
1.1	Apologies for Absence	Clerk
1.2	Declarations of Interest	Clerk
1.3	Minutes of the last meeting of the Committee, 12 March 2019 AR/113/01	Clerk 3-6
1.4	Matters arising: <ul style="list-style-type: none"> • Minute 1615 (i) – to note that the BAME Student Experience IA report had been shared with Cordella Bart-Stewart as agreed. • Minute 1615 (ii) - to note that the Students' Union Governance IA report had been shared with the committee by email on 1 May 2019 (and appeared at item 2.2 on the agenda). • Minute 1615 (iv) – to note that given the timing of the University's Apprenticeships provision Ofsted inspection, a full report on this would come to the first committee meeting of the 2019-20 academic year. 	Clerk
2 FOR DISCUSSION AND/OR APPROVAL (marked below accordingly)		
2.1	Overview of Annual Business (DISCUSSION) AR/113/02	Clerk 7-8
2.2	Internal Audit Reports: <ul style="list-style-type: none"> • Students' Union: Governance (<i>previously circulated by email</i>) AR/113/03 • Estates Management: Compliance with Statutory Duties AR/113/04 • IT Healthcheck (including cybersecurity) AR/113/05 • Risk Management AR/113/06 • Governance KPIs AR/113/07 • Internal Audit Actions Follow-up Report AR/113/08 • Internal Audit Progress Report AR/113/09 <p>(N.B. documents AR/113/04 to AR/113/08 are rated low- or medium-risk and are therefore available on SharePoint rather than included in the papers. Exec summaries of these are given in the Progress Report, AR/113/09.)</p>	Clerk/RSM 9-26 27-46
2.3	Public Interest Disclosure (December 2018) (DISCUSSION) AR/113/10	COO 47-71
2.4	Risk Management Framework Update (DISCUSSION) AR/113/11	BRM 72-75

		Lead	Pgs
2.5	Determination of Audit Plan for 2019-2020 (APPROVAL) AR/113/12	COO	76-97
3 FOR INFORMATION			
3.1	*Outstanding Actions against earlier Internal Audit Reports* AR/113/13	BRM	98-99
3.2	*KMPG Audit Planning Memorandum 2018/19* AR/113/14	Clerk	100-137
4 ADDITIONAL MATTERS			
4.1	Have we made a positive impact on our students today?	Clerk	
4.2	Any additional matters	Clerk	
4.3	Items to be referred to Sustainability and Resources Committee	Clerk	
4.4	Items to be referred to Board of Governors	Clerk	
4.5	Next meeting: Tues 29 October 2019 (Boardroom, University House)		