

AGENDA

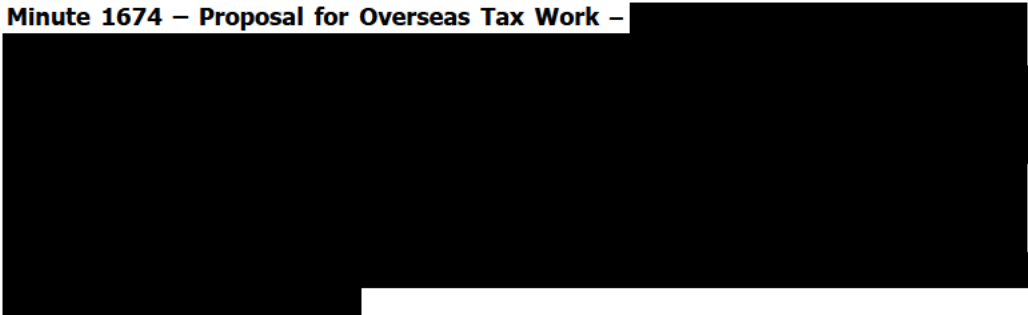
AUDIT AND RISK COMMITTEE

Date:	Tuesday 2 June 2020
Time:	1500 for external Committee Members and <u>internal</u> Auditors; 1530 for all other attendees
Location:	Microsoft Teams online meeting

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, 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, 10 Mar 2020 AR/117/01	Clerk 3-7
1.4	Matters arising: <ul style="list-style-type: none"> • Minute 1674 – Proposal for Overseas Tax Work –  • Minute 1691 – Asbestos Internal Audit Report – to note that this had been referred to the 19 May 2020 Sustainability and Resources Committee. • Minute 1692 – University Level Risk Registers – to note that these had been approved by the Board of Governors at their meeting on 1 April 2020. • Minute 1693 – University Risk Appetites – to note that these had been approved by the Board of Governors at their meeting on 1 April 2020. • Minute 1696 – External audit retender - to note that following approval at the last meeting, this had been referred to the Sustainability and Resources committee for noting, however Audit and Risk Committee had subsequently agreed to defer the retender until a more appropriate time, appointing KMPG for a further period to cover the audit for the financial year ending 31 July 2021. • Minute 1699 – Apprenticeships – Lessons Learnt - to note that this report on had been received and discussed at the 1 April 2020 Board of Governors meeting. 	Clerk
1.5	*Overview of annual business for 2019-20* AR/117/02	Clerk 8-9
2 FOR DISCUSSION AND/OR APPROVAL (marked below accordingly)		
2.1	Internal audit reports 2019-20 (APPROVAL):	RSM/as

		Lead	Pgs
	<ul style="list-style-type: none"> • Student Hub Implementation AR/117/03 (<i>reasonable assurance</i>) • Staff Engagement AR/117/04 (<i>substantial assurance</i>) • International Student Recruitment AR/117/05 (<i>reasonable assurance</i>) • Audit Follow-up AR/117/06 • Internal Audit Progress Report AR/117/07 <p>(N.B. documents <u>AR/117/03 to AR/117/06</u> 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/117/07.)</p>	designated	10-30
2.2	Risk management framework update (DISCUSSION) AR/117/08	BRM	31-32
2.3	Internal audit plan 2020-21 (APPROVAL) AR/117/09	Clerk	33-57
3 FOR INFORMATION			
3.1	*Outstanding actions against earlier internal audit reports 2018-19 and 2019-20* AR/117/10 and 11	BRM	58-60 61-63
3.2	*KPMG 2019-20 audit planning memorandum* AR/117/12	CFO	64-90
3.3	*CIA internal audit Code of Practice* AR/117/13	Clerk	91-93
3.4	KPMG HE technical update – spring 2020 AR/117/14	CFO	94-113
4 ADDITIONAL MATTERS			
4.1	How 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 27 October 2020 (University House, Leek Rd campus)		