

## AGENDA

The meeting will be held at 10:00 via Microsoft Teams

A pre-meeting of the governors and the auditors will be held **09:30-09:55**. Attendees are asked not to dial in before 09:55 during the pre-meeting.

PRELIMINARY ITEMS		Item	Led by
1	Apologies	Verbal	N Whitaker
2	Declarations of interest	Verbal	N Whitaker
3 *	Terms of Reference and Membership	AUD-2324-001 <b>CONFIDENTIAL</b>	N Whitaker
4	Minutes of the last meeting held on 23 June 2023	AUD-2324-002 <b>CONFIDENTIAL</b>	N Whitaker
5	Matters arising	AUD-2324-003 <b>CONFIDENTIAL</b>	N Whitaker
6	Chair's Action – <i>nothing to report</i>	Verbal	N Whitaker
EXTERNAL AUDIT		Item	Led by
7	External Audit Completion Report for the year ended 31 July 2023	AUD-2324-004 <b>CONFIDENTIAL</b>	BDO
8	Draft Financial Statements for the year ended 31 July 2023	AUD-2324-005 <b>CONFIDENTIAL</b>	C de Arostegui
RISK MANAGEMENT		Item	Led by
9	Corporate Risk Register (including Annual Review of Operational Risk Management)	AUD-2324-006 <b>CONFIDENTIAL</b>	A Bolshaw
INTERNAL AUDIT		Item	Led by
10	Internal Audit Report 2022/23: Student Number Forecasting	AUD-2324-007 <b>CONFIDENTIAL</b>	Uniac / A Fern

11	Internal Audit Report 2022/23: Staff Expenses	AUD-2324-008 <b>CONFIDENTIAL</b>	Uniac / C de Arostegui
12	Internal Audit Report 2022/23: Planning Process	AUD-2324-009 <b>CONFIDENTIAL</b>	Uniac / C de Arostegui
13	Internal Audit Post Audit Review (2) 2022/23	AUD-2324-010 <b>CONFIDENTIAL</b>	Uniac
14	Internal Audit Annual Opinion Report 2022/23	AUD-2324-011 <b>CONFIDENTIAL</b>	Uniac
15	Implementation of Internal Audit Recommendations – Q1 Progress report	AUD-2324-012 <b>CONFIDENTIAL</b>	A Kennell
16	Final Internal Audit Plan 2023/24	AUD-2324-013 <b>CONFIDENTIAL</b>	Uniac
17	Internal Audit Plan Progress Report 2023/24	AUD-2324-014 <b>CONFIDENTIAL</b>	Uniac

#### **YEAR ENDING 31 JULY 2023**

		<b>Item</b>	<b>Led by</b>
18	Annual Data Assurance Report 2022/23	AUD-2324-015 <b>CONFIDENTIAL</b>	A Fern
19	Annual Report on Fraud and irregularity, bribery, and public interest disclosures ('whistleblowing') 2022/23	AUD-2324-016 <b>CONFIDENTIAL</b>	A Kennell
20	OfS Conditions of Registration Annual Report	AUD-2324-017 <b>CONFIDENTIAL</b>	A Bolshaw
21	Prevent Annual Accountability and Data Return	AUD-2324-018 <b>CONFIDENTIAL</b>	A Kennell
22	Audit Committee Annual Report and Opinion for the Year Ended 31 July 2023	AUD-2324-019 <b>CONFIDENTIAL</b>	N Whitaker

#### **GOVERNANCE AND COMPLIANCE**

23	Whistleblowing ('Public Interest Disclosure') Policy and Procedure	AUD-2324-020 <b>CONFIDENTIAL</b>	A Kennell
24	Reportable Events Update and Annual Report 2022/23	AUD-2324-021 <b>CONFIDENTIAL</b>	A Kennell

25	Research Misconduct & Research Integrity - Annual Report	AUD-2324-022 <b>CONFIDENTIAL</b>	Prof S Machold
26	Fraud & Bribery Response Plan	AUD-2324-023 <b>CONFIDENTIAL</b>	A Kennell
27 *	Conflict of Interest Policy (for information)	AUD-2324-024 <b>CONFIDENTIAL</b>	A Kennell
28	Compliance Training Statistics	AUD-2324-025 <b>CONFIDENTIAL</b>	A Kennell

#### **OTHER BUSINESS**

		<b>Item</b>	<b>Led by</b>
29 *	Schedule of Business 2023/24	AUD-2324-026 <b>OPEN</b>	N Whitaker
30	Other Urgent Business		N Whitaker

#### **Details of next meeting:**

The next meeting of the Committee will be held at 10:00-10:30 on Friday 26<sup>th</sup> January 2024 via Microsoft Teams. Note: This meeting is to agree the TRAC return only.

The next full meeting of the Committee will be held at 10:00-13:00 on Friday 22<sup>nd</sup> March 2024 via Microsoft Teams. This will be preceded by a pre-meeting of the governors and the auditors from 9:30.

#### **To note:**

Uniac briefing notes on HESA Data Futures and Health and Safety Benchmarking Assessment are available on OnBoard for governors to view.

*Shaded items indicate that the Board / Committee is being asked to make a decision.*

*\*Starred items will be taken without discussion unless a member notifies the Chair or Secretary in advance that she or he wishes the item to be open for debate*

*The external and internal auditors will be asked to leave the meeting for the reserved business.*