AGENDA

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

PRELIMINARY ITEMS		Item	Led by
1	Apologies	Verbal	N Whitaker
2	Declarations of interest	Verbal	N Whitaker

TRANSPARENT APPROACH TO COSTING			
3	Transparent Approach to Costing (TRAC) return 2022/23	AUD-2324-029 **CONFIDENTIAL**	C de Arostegui

RESEARCH ENGLAND REVIEW			
4	Research England Review of Higher Education Innovative Funding	AUD-2324-030 **CONFIDENTIAL**	Prof S Machold

OTHER BUSINESS		Item	Led by
5	Schedule of Business 2023/24	AUD-2324-031 **OPEN**	N Whitaker
6	Other Urgent Business	Verbal	N Whitaker

Details of next meeting:
The next meeting of the Committee will be held at 10:00-13:00 on Friday 22nd March 2024 via Microsoft Teams. This will be preceded by a pre-meeting of the governors and the auditors from 9:30. The minutes and matters arising from the meeting held on 10 November 2023 will be taken at this meeting.

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.

RESERVED BUSINESS

7	External Audit Tender FY 2025 update	Verbal	C de Arostegui
8	MoreLife update	Verbal	A Bolshaw

Last updated: 18 January 2024

Audit Committee Schedule of Business – 2023/24

Friday 10 November 2023, 10:00 – 13:00 (09:30 pre-meeting)	Friday 26 January 2024, 10:00 – 10:45	Friday 22 March 2024, 10:00 – 13:00 (09:30 pre-meeting)	Friday 21 June 2024, 10:00 – 13:00 (09:30 pre-meeting)
Report deadline: Thursday 2 November 2023	Report deadline: Thursday 18 January 2024	Report deadline: Thursday 14 March 2024	Report deadline: Thursday 13 June 2024

• Terms of Reference & Membership
• External Audit Completion Report for the Year Ended 31 July 2023
• Draft Financial Statements for the Year Ended 31 July 2023
• Internal Audit Reports (2022/23):
• Staff Expenses
• Student Number Forecasting
• Planning Process
• Post-audit review (Uniac)
• Internal Audit Annual Opinion 2022/23
• Annual Data Assurance Report 2022/23
• Annual Report on Fraud and irregularity, bribery, and public interest disclosure ('whistleblowing') 2022/23
• Reportable events annual report 2022/23
• Research Misconduct & Research Integrity - Annual Report
• Annual Review of Operational Risk Management (append to corporate risk register)
• Annual assurance of compliance with OfS conditions of registration
• Prevent Annual Accountability and Data Return
• Audit Committee Annual Report and Opinion for the Year Ended 31 July 2023
• Final Internal Audit Plan 2023/24
• Whistleblowing ('Public Interest Disclosure') Policy and Procedure
• Fraud & Bribery Response Plan
• Conflict of Interest Policy (for information, following Governance & Nominations Committee)
Reserved Business
• Internal Audit Feedback Report and Review 2022/23
• External Audit Review 2022/23
• External Audit Tender FY 2025
	• Transparent Approach to Costing (TRAC) return
	• Research England Review of Higher Education Innovative Funding
	Reserved Business
	• External Audit Tender FY 2025 update
		• Risk Management Deep Dive: Cyber Security
		• Risk Management Deep Dive: Internal Costings (proposed)
		• Internal Audit Reports:
		  - Modern Slavery
		  - Cyber Security
		  - Fraud Awareness
		  - SLC Data
		  - Student Recruitment: Portfolio Management
		  - UKVI Compliance
		• Annual review of Financial Regulations
		• Annual Procurement update
		• External Audit Tender Recommendations
		• International Student Barometer data report
		• Policy and procedure for engaging the University's auditors for "non-core" audit services (for approval)
		• Ethics and Integrity Framework (for information, following Governance & Nominations Committee)
			• Overview of corporate risk profile across 2023/24 (append to corporate risk register)
			• Risk Management Deep Dive: Emerging Risks (proposed)
			• Risk Management Deep Dive: QAS (proposed)
			• Board Assurance Framework annual review
			• Internal Audit Reports:
			  - Asset Management
			  - HEBCI Follow-up
			  - Data Futures Follow-up
			  - ESFA Follow-up
			• Post-audit review (Uniac)
			• Draft Internal Audit Plan 2024/25
			• Draft External Audit Planning Report for Year ended 31 July 2024
			• Annual Review of Committee Terms of Reference & Membership (changes recommended to the Board)
			• Draft Schedule of Business 2024/25
			
			Reserved Business
			• Internal Audit Contract Review

Standing items		
• Apologies, Declarations of Interest • Minutes of the last meeting • Matters arising • Chair's Action (for reporting any requests to engage the internal or external auditors for non-core audit work) • Corporate Risk Register • Internal Audit Progress Report • Implementation of Internal Audit Recommendations • Reportable Events Update • Compliance Related Training Update • Schedule of Business 2023/24	Key: Shaded items indicate that the Committee is being asked to make a decision / recommend to the Board Underlined items indicate reports that require UET scrutiny * Starred items will be taken without discussion	