*Last updated:* *27 June 2023*

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| **Audit Committee Schedule of Business – 2023/24** |
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| **Friday 10 November 2023, 10:00 – 13:00** (09:30 pre-meeting) | **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 14 March 2024 | Report deadline: Thursday 13 June 2024 |
| * Terms of Reference & Membership
* Risk Management Deep Dive: TBC
* External Audit Report / External Management Letter 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
* 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
* Annual reportable events 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
* Internal Audit Plan 2023/24 (updated) if required
* Internal Audit Reports (2023/24):
* TBC
* Whistleblowing (‘Public Interest Disclosure’) Policy and Procedure
* Conflict of Interest policy (for information, following Governance & Nominations Committee)
* Fraud & Bribery Response Plan (for information)

**Reserved Business** * Internal Audit Feedback Report and Review 2022/23
* External Audit Review 2022/23
* External Audit Tender FY 2025
 | * Risk Management Deep Dive: TBC
* Internal Audit Reports:
* TBC
* Post-audit review (Uniac)
* Annual review of Financial Regulations
* Annual Procurement update
* Transparent Approach to Costing (TRAC) return
* External Audit Tender Recommendations
* 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: TBC
* Risk Management Policy and Risk Appetite Statement
* Board Assurance Framework annual review
* Internal Audit Reports:
* TBC
* 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
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| **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
* 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 BoardUnderlined items indicate reports that require UET scrutiny\* Starred items will be taken without discussion |