

**AGENDA**

DATE: Thursday 14 May 2020

TIMINGS: 1530 to 1830

VENUE: WebEx

If you are unable to attend please notify Governance Services by [email](#)

Members should notify the Secretary of any item to be raised under 'Other Urgent Business' at least 24 hours in advance of the meeting.

PRELIMINARY ITEMS		PAPER REFERENCE	TIMING
1.	PRIVATE MEETING OF COMMITTEE MEMBERS		1530 to 1540 (10 mins)
2.	APOLOGIES FOR ABSENCE		1540 to 1545 (5 mins)
3.	DECLARATION OF INTERESTS		
4.	MINUTES OF PREVIOUS MEETING		
	To <u>approve</u> the minutes of the meeting held on 27 February 2020	A/2/20/M	
5.	MATTERS ARISING/AUDIT AND RISK COMMITTEE ACTION TRACKER, VERSION 5 MAY 2020	A/3/20/5	
	To <u>receive</u> the action tracker and <u>consider</u> matters arising not elsewhere on the agenda.		
6.	CHAIR'S BUSINESS		
TO CONSIDER/DISCUSS:			
7.	COVID 19 (CORONAVIRUS) RISKS	VERBAL	1545 to 1555 (10 mins)
	To <u>consider</u>		
8.	UPDATE ON RISK MANAGEMENT	A/3/20/8	1555 to 1605 (10 mins)
	To <u>consider</u>		
9.	INTERNAL AUDIT PROGRESS REPORT	A/3/20/9	1605 to 1620 (15 mins)
	To <u>consider</u> including the following final internal audit reports		
i)	Estates Campus Plan - Procurement	A/3/20/9(i)	

ii)	Cash Handling and Treasury Management	A/2/20/9(ii)	
iii)	Income and Debtors	A/3/20/9(iii)	
iv)	Restructure of Research Governance and Strategy	A/3/20/9(vi)	
10.	REPORT ON IMPLEMENTATION OF INTERNAL AUDIT RECOMMENDATIONS	A/3/20/10	1620 to 1625 (5mins)
	To <u>consider</u>		
11.	INTERNAL AUDIT PLAN 2020/21	A/3/20/11	1625to 1640 (15 mins)
	To <u>consider</u>		
12.	EXTERNAL AUDIT: THE AUDIT PLAN FOR SHEFFIELD HALLAM UNIVERSITY, YEAR ENDED 31 JULY 2020 (DRAFT)	A/3/20/12 <u>TO FOLLOW</u>	1640to 1650 (10 mins)
	To <u>consider</u>		
13.	AUDIT AND RISK COMMITTEE: TERMS OF REFERENCE	A/3/20/13	1650 to 1655 (5 mins)
	To <u>approve</u>		
<b>TO RECEIVE (Items for information)</b>			
14.	ADDITIONAL WORK CARRIED OUT BY THE EXTERNAL AUDITORS	A/3/20/14	
	To <u>note</u>		
15.	KMPG HIGHER EDUCATION TECHNICAL UPDATE (SPRING 2020)	A/3/20/15	
	To <u>note</u>		
16.	AUDIT AND RISK COMMITTEE: ANNUAL BUSINESS CYCLE – TO END OF 2020	A/3/20/16	
	To <u>note</u>		
<b>OTHER BUSINESS</b>			
17.	ANY URGENT BUSINESS		
18.	DATE OF NEXT MEETING		
	Thursday 17 September 2020, 4.30 to 6.30pm		
	This will be preceded by a private meeting between the Committee and management from 4pm to 4.30pm		