

BOARD OF GOVERNORS

AUDIT AND RISK COMMITTEE

There will be a meeting of the Audit and Risk Committee from **4.00pm until 6.30pm on Thursday 19 September 2019** in Room 5541, Howard Building, City Campus.

If you are unable to attend, please notify Angela Temple in the Governance Services by telephone on 0114 225 4590 or by email a.temple@shu.ac.uk

If you have any queries or require further information please contact Michaela Boryslawskyj by telephone on 0114 225 2051 or by e-mail M.Boryslawskyj@shu.ac.uk

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

Unless members indicate to the Chair at the start of the meeting that they wish to raise specific points, the items listed below (marked +) for the Committee to receive and note will not be discussed at the meeting.

A G E N D A

- | | | |
|---------------------|---|---|
| 4.00pm
(15 mins) | 1 | Private Meeting of Committee Members |
| 4.15pm
(30 mins) | 2 | Private meeting of Committee members and Management |
| 4.45pm
(10 mins) | 3 | Apologies for absence |
| | 4 | Declaration of interests |
| | | Members are reminded of their duty under the Articles of Government to declare any personal interest, financial or otherwise, relating to agenda items to be considered at the meeting. |
| | 5 | A/2/19/M
page 5 Minutes of the meeting held on 6 June 2019 |
| | | To <u>consider</u> the minutes. |
| | 6 | A/3/19/6
page 15 Matters Arising/Audit and Risk Committee Action Tracker, version 21 August 2019 |
| | | To <u>receive</u> the action tracker and <u>consider</u> matters arising not elsewhere on the agenda. |
| | 7 | Other urgent business |
| | | To deal with other urgent business notified by 12 noon on Wednesday 18 September 2019 or accepted by resolution |
| | 8 | Appointment of Deputy Chair |
| | | To <u>consider</u> . |

4.55pm (45 mins)	9		Risk Management
	9.1	A/3/19/9.1 page 17	Risk Management To <u>receive</u> and <u>discuss</u> .
	9.2	A/3/19/9.2 Confidential page 31	Assurance Map To <u>receive</u> and <u>discuss</u> .
	9.3		Update on No Deal Planning To <u>receive</u> a presentation.
	10		Value for Money
	10.1	A/3/19/10.1 Confidential page 43	(+) Report on Waivers of the Financial Regulations To <u>receive</u> and <u>note</u> .
5.40pm (10 mins)	11		Assurance and Accountability
	11.1	A/3/19/11.1 page 47	(+) Annual report on public interest disclosures 2018/19 To <u>receive</u> and <u>note</u> .
	11.2	A/3/19/11.2 page 49	2018/19 Annual TRAC Return: Change in the Office for Students' Approval Requirement To <u>receive</u> and <u>discuss</u> .
5.50pm (35 mins)	12		Internal Audit
	12.1	A/3/19/12.1 To Follow	Internal Audit Progress Report To <u>receive</u> and <u>discuss</u> the progress report for June 2019 to September 2019, including final reports of the following reviews :
		A/3/19/12.1i	i) Accounts payable page 53
		A/3/19/12.1ii	ii) Business Readiness page 79
		A/3/19/12.1iii	iii) Health and safety To Follow
		A/3/19/12.1iv	iv) Fraud Risk Assessment To Follow
		A/3/19/12.1v	v) IT: operational controls and resilience To Follow
	12.2	A/3/19/12.2 page 94	(+) Report on Implementation of Internal Audit Recommendations To <u>receive</u> and <u>discuss</u> .
	12.3	A/3/19/12.3 To Follow	Draft KPMG Annual Report to the Vice-Chancellor and the Board of Governors 2018/19 To <u>receive</u> and <u>discuss</u> .

6.25pm
(5 mins)

12.4 A/3/19/12.4 **Draft Internal Audit Strategy and Operational Plan for 2019/20**
To Follow

To receive and discuss.

13 **External Audit**

13.1 A/3/19/13.1 **(+) Additional Work Carried Out by External Auditors**
page 101

To receive and note.

13.2 **Report on Implementation of External Audit Recommendations**

To receive a verbal report

14 **Date of Next Meeting**

Tuesday 12 November 2019 as follows:

- 11.15am to 11.30am: Audit and Risk Committee Members Private Meeting (Members only)
- 11.30am to noon: Audit and Risk Committee Members Private Meeting with the auditors
- Noon to 1pm: Break
- 1pm to 2.30pm: Audit and Risk Committee Meeting
- 2.30pm to 3.30pm: Joint Finance and Employment Committee/Audit and Risk Committee Meeting

Michaela Boryslawskij
Secretary and Clerk to the Board
11 September 2019

For information

Unless members indicate to the Secretary prior to the meeting that they wish to raise specific points, the items listed below are for information and will not be discussed at the meeting.

(+) Forward Planning Programme for meetings of the Audit and Risk Committee **page 103**