

BOARD OF GOVERNORS

AUDIT COMMITTEE

There will be a meeting of the Audit and Risk Committee from **2.30pm until 6pm on Friday 17 November 2017** in Room 5540 and Room 5541, Howard Building, City Campus.

The private meetings (2.30pm to 3.15pm) will take place in Room 5540.

The joint meeting of the Audit and Risk Committee and the Finance and Employment Committee (3.30pm to 4.30pm) and the Audit and Risk Committee meeting (4.30pm to 6pm) will take place in Room 5541.

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 Martin Conway by telephone on 0114 225 2051 or by email martin.conway@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

2.30pm (15 min)	1		Private Meeting of Committee Members
2.45pm (30 min)	2		Private Meeting between Committee Members and the auditors
3.15pm (15 min)	3		Break
3.30pm (60 min)	4	See separate agenda and papers	Joint Meeting of the Finance and Employment Committee and the Audit and Risk Committee
4.30pm (5 min)	5		Apologies for absence
	6		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
	7	A/3/17/M	Minutes of the meeting held on 21 September 2017 To <u>consider</u> the minutes
	8	A/4/17/8	Matters Arising/Audit and Risk Committee Action Tracker, version 9 November 2017 To <u>receive</u> the action tracker and <u>consider</u> matters arising not elsewhere on the agenda.

	9		Other urgent business To deal with other urgent business notified by 12 noon on 16 November 2017 or accepted by resolution.
4.35pm (5 min)	10		External Audit
	10.1	A/4/17/10.1	(+) Additional Work Carried Out by the External Auditors To <u>receive</u> and <u>note</u>
4.40pm (25 min)	11		Internal Audit
	11.1	A/4/17/11.1 to follow A/4/17/11.1(i) A/4/17/11.1(ii) A/4/17/11.1(iii) A/4/17/11.1(iv)	Internal Audit Reports To <u>receive</u> and <u>discuss</u> the following reviews: <u>2015/16</u> Review of Student Support Services <u>2016/17</u> Service Improvement Project Review Academic Advisors Follow-up of Internal Audit Recommendations
	11.2	A/4/17/11.2 to follow	2016/17 Internal Audit Annual Report To <u>receive</u> and <u>discuss</u> .
	11.3	A/4/17/11.3	Report on Implementation of Internal Audit Recommendations To <u>receive</u> and <u>discuss</u> .
5.05pm (10 min)	12		Report on Equality and Diversity To <u>receive</u> a verbal report and <u>note</u>
	13		Risk Management
5.15pm (5 min)	13.1	A/4/17/13.1	Report on Risk Management To <u>receive</u> and <u>discuss</u> .
	13.2		Report on Progress to Implement the General Data Protection Regulation To <u>receive</u> a verbal report and <u>note</u> .
5.20pm (5 min)	14	A/4/17/14	Transparent Approach to Costing (TRAC) report To <u>receive</u> and <u>discuss</u>
5.25pm (10 min)	15		Value for Money
	15.1	A/4/17/15.1	(+) Annual Efficiency Return

			To <u>receive</u> and <u>note</u> the HEFCE request for information
	15.2	A/4/17/15.2 Confidential	Annual Report on Value for Money (VfM) To <u>receive</u> and <u>discuss</u> .
5.35pm (5 min)	16	A/4/17/16	Assurance of Data Returns To <u>receive</u> and <u>discuss</u>
5.40pm (5 min)	17	A/4/17/17	Modern Slavery and Human Trafficking Statement To <u>recommend</u> to the Board for approval.
5.45pm (15 min)	18	A/4/17/18	Audit and Risk Committee Annual Report to Board of Governors and Accountable Officer 2016/17 To <u>consider</u> and <u>approve</u>
	19		Date of next meeting Thursday 15 March 2018 from 4pm to 6.30pm

Martin Conway
Clerk to the Board of Governors
10 November 2017

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.

- (+) Draft Outline Forward Planning Programme for meetings of the Audit and Risk Committee
- (+) Guidance Note: Private Meeting between Audit Committee and University's Auditors
- (+) HEFCE Guidance for HEI audit committees on providing data assurance to funding bodies
- (+) HEFCE report: Reporting Value for Money in English Higher Education Sector:
http://www.hefce.ac.uk/media/HEFCE_2014/Content/Regulation/Guidance/Reporting%20value%20for%20money%20in%20the%20English%20HE%20sector.pdf
- (+) Briefing Report on HEFCE's financial health of the higher education sector: 2016-17 to 2019-20 forecasts:
<http://www.mediafhe.com/FileDepository/BriefingReports/Briefing%20Report%20365%20HEFCE%20-%20Financial%20health%20of%20the%20higher%20education%20sector%20-%202016-17%20to%202019-20%20forecasts.pdf>

HEFCE Blog: Taking Stock: Reporting on value for Money:
<http://blog.hefce.ac.uk/2017/10/25/reporting-on-value-for-money/>