
Meeting: **AUDIT COMMITTEE**
Date and time: **Wednesday 14th June 2017 at 1 pm**
Venue: **4 West Board Room**

Present: Dr M Hipkins (Chair)

Mrs C Gibbons	Lay member of Council
Mrs S Pennie	Appointed member
Mr J Preston	Lay member of Council
Mr P Sheppard	Appointed member

Dr M Ellis, Partner, and Mr J Sawyer, Senior Manager, PwC attended the meeting by invitation

In attendance:

Professor Dame Glynis Breakwell	Vice-Chancellor
Ms D Aderyn	Director of Finance and Commercial Services
Mr M Williams	Chief Financial Officer
Mr T Stanton	Head of Internal Audit
Ms M C Henderson	Secretary

Apologies: Mr S Sharpe Lay member of Council

1341 WELCOME

ACTION

The Chair welcomed Dr Mark Ellis and Mr Jon Sawyer of PwC to their first meeting of the Committee.

1342 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 5th April 2017 (Paper A16/17-046) were approved as a correct record and signed by the Chair.

1343 MATTERS ARISING

(1) Minute 1334, Appointment of External Auditor

It was noted that Council had approved, at its meeting of 18th May 2017, the appointment of PwC at the University's External Auditor with effect from 1st August 2017 in accordance with Statute 12.1.

1344 STATUS REPORT ON INTERNAL AUDITS

The Committee received a report on the progress of audits included in the 2015/16 and 2016/17 programmes (Paper A16/17-047).

The Head of Internal Audit reported that completion of the 2015/16 programme was imminent and good progress was being made with the programme of audits for 2016/17.

A member of the Committee noted that there remained a significant number of audits to complete in the current year, with potential for impairing the assurance that the audit plan was intended to provide. Mr Stanton reminded the Committee that there had been more audits outstanding at the end of 2015/16 than previously resulting from staffing arrangements pending his appointment. The audit plan for 2017/18 had been drawn up mindful of the level of resource within the Department to provide a more realistic schedule of reporting.

1345 RETIRING MEMBERS

The Chair warmly thanked the Director of Finance and Commercial Services and expressed good wishes for her retirement. He thanked retiring members, Mrs Simone Pennie and Mr Paul Sheppard, for their valuable contributions to the work of the Committee.

The Vice-Chancellor thanked the Chair whose term of office on Council also expired in July. She noted that the Committee had benefitted greatly from his care and concern for the audit approach and his extensive knowledge of the HE sector.

1346 TRAINING EVENTS FOR AUDIT COMMITTEE MEMBERS

The following training events were noted:

(1) Sessions at BDO

Tuesday 10th October 2017 (Manchester)

Tuesday 17th October 2017 (London)

(2) KPMG Audit Committee Institute events

Details available from: <http://www.kpmg.co.uk/aci/>

1347 DATES OF MEETINGS

The Committee noted the programme of meetings for 2017/18:

Wednesday 4th October 2017 at 10.15 am

Tuesday 14th November 2017 at 10.15 pm

Wednesday 24th January 2018 at 10.15 am

Wednesday 18th April 2018 at 10.15 am

Wednesday 13th June 2018 at 10.15 am

All meetings will be held in the 4 West Board Room.