
Meeting: AUDIT COMMITTEE

Date and time: Wednesday 4th October 2017 at 10.15 am

Venue: 4 West Board Room

Present: Mrs R Foreman (Chair)

Mrs C Gibbons	Lay member of Council
Mrs C Moar	Appointed Member
Mr S Sharpe	Lay member of Council

In attendance: Professor Dame Glynis Breakwell President and Vice-Chancellor
Mr S Fenne Deputy Director of Finance
Mr T Stanton Head of Internal Audit
Mr M Williams Director of Finance
Ms M C Henderson Secretary

Apologies: Mr T Ford (Observer) pending Council appointment Lay member of Council

Mr M Humphriss, University Secretary, attended by invitation for Minutes 1357 to 1358

ACTION

1357 COMMITTEE MEMBERSHIP AND TERMS OF REFERENCE

The Committee noted:

- 1) Membership and Terms of Reference for the Committee as set out in Paper A17/18-001 and Standing Orders for Council and Council Committees.
- 2) Terms of Reference for the Internal Audit Department as set out in Paper A17/18-002.

Mrs Moar was welcomed to her first meeting.

With regard to the Committee's Terms of Reference, the following points were made:

- (10) Arrangements to promote economy, efficiency and effectiveness

This is addressed within Audit Reports where opinions include reference to VFM (Value for Money). The Head of Internal Audit was asked to emphasise how VFM informed the approach to developing the Internal Audit plan. It was noted that in this context clarity was needed as to whether a judgement was being made on the VFM received by the University (eg through Procurement) or being delivered by it (eg from a student perspective).

1358 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14th June 2017 (Paper A17/18-003) were approved as a correct record and signed by the Chair.

1359 STATUS REPORT ON INTERNAL AUDITS

The Committee considered a report on audits in the 2016/17 programme (Paper A17/18-008). Whilst fieldwork had been completed on a number of outstanding audits, it had not been possible to finalise the reports in time for this first meeting of the year.

1360 TRAINING EVENTS FOR AUDIT COMMITTEE MEMBERS

The Committee noted seminars being run by BDO as follows:
Tuesday 10 October 2017 (Manchester)
Tuesday 17 October 2017 (London)
Tuesday 8 May 2018 (Manchester)
Tuesday 15 May 2018 (London)

1361 DATES OF MEETINGS 2017/18

Tuesday 14th November 2017 at 10.15 am
Wednesday 24th January 2018 at 10.15 am
Wednesday 18th April 2018 at 10.15 am
Wednesday 13th June 2018 at 10.15 am

Meetings are held in the 4 West Board Room.

1362 ANY OTHER BUSINESS

The Chair proposed that the programme of Risk Presentations should continue.

AGREED to invite Mr Richard Brooks, Director of Human Resources, to attend and to arrange a Learning and Teaching presentation, with a contribution from the Deputy Vice-Chancellor or delegate on Open Day events.