
Meeting: **AUDIT COMMITTEE**

Date and time: **Wednesday 18th April 2018 at 10.15 am**

Venue: **4 West Board Room**

Present: Mrs R Foreman (Chair)

Mr T Ford	Lay member of Council
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 Vice-Chancellor
Mr M Williams Director of Finance
Mr S Fenne Deputy Director of Finance
Mr T Stanton Head of Internal Audit
Ms C Henderson Secretary

Observer: Mr H Barma Halpin Partnership

ACTION**1403 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 24th January 2018 (Paper A17/18-040) were approved as a correct record and signed by the Chair.

1404 MATTERS ARISING

- (1) Minute 1401, External Audit: Annual Performance Assessment and Additional Services

The Committee noted that Council had approved, at its meeting of 22th February 2018, the re-appointment of PwC as the University's External Auditor for the 2017/18 audit.

The Chair noted that PwC had provided a list of speakers and topics that might be of interest to the University. Having consulted, she proposed that a presentation be scheduled around the date of Audit Committee.

SEC

1405 AUDIT COMMITTEE SELF-ASSESSMENT

The Chair reminded the Committee that, in order to evaluate its effectiveness, it considered a checklist of attributes relating to the knowledge and skills and processes required to support its work (Paper A17/18-050). It was agreed to defer consideration of this paper to the next meeting when the report from Halpin would be available. The comments submitted by a member of the Committee by email in January would also be considered before or at the meeting.

SEC

The Chair noted that there had previously been two Appointed Members on the Committee and invited recommendations for a second appointment.

1406 TRAINING EVENTS FOR AUDIT COMMITTEE MEMBERS

The following websites with information on training events were noted:

(1) BDO Seminars

Details posted at: <http://www.bdo.co.uk/events>

(2) KPMG Audit Committee Institute events

Details posted at: <http://www.kpmg.co.uk/aci/>

(3) Leadership Foundation for HE

Details posted at: <https://www.lfhe.ac.uk/en/programmes-events/indx.cfm>

(4) PwC also provide briefings at:

<https://www.pwc.co.uk/industries/government-public-sector/education/he-matters.html> for which a subscription can be facilitated by the Deputy Director of Finance.

1407 DATES OF MEETINGS

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

Wednesday 13th June 2018 at 10.15 am

The Committee noted the programme of meetings for of 2018/19:

Wednesday 3th October 2018 at 10.15 am

Tuesday 13th November 2018 at 10.15 am (Special)

Wednesday 23th January 2019 at 10.15 am

Wednesday 3rd April 2019 at 10.15 am

Wednesday 12th June 2019 at 10.15 am

Meetings will be held in the 4 West Board Room