
Meeting: **AUDIT COMMITTEE**

Date and time: **Wednesday 24th January 2018 at 10.15 am**

Venue: **4 West Board Room**

Present: Mrs R Foreman (Chair)

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

In attendance:

Mr M Williams	Director of Finance
Mr S Fenne	Deputy Director of Finance
Mr T Stanton	Head of Internal Audit
Ms M C Henderson	Secretary

Apologies:

Mrs C Gibbons	Lay member of Council
Professor Dame Glynis Breakwell	Vice-Chancellor

ACTION**1385 MINUTES OF PREVIOUS MEETING**

The minutes of the meetings held on 4th October and 14th November 2017 (Papers A17/18-023 and 024) were approved as a correct record and signed by the Chair.

1386 MATTERS ARISING

- (1) Minutes 1380 and 1382, Annual Report of the Audit Committee, Internal Audit Annual Report and Financial Statements of the University of Bath and External Auditor's Management Report 2016/17

The Committee noted that Council had approved at its meeting of 30th November 2017 the Financial Statements of the University and the Annual Reports of the Audit Committee and Internal Audit. The Annual Report of the Audit Committee had formed part of the Annual Assurance return to HEFCE, which was completed and submitted to HEFCE within the 1st December 2017 deadline.

1387 **STATUS REPORT ON INTERNAL AUDITS**

The Committee received a report on the progress of audits included in the 2016/17 and 2017/18 programmes (Paper A17/18-031).

1388 **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 A17/18-038). It was agreed to defer consideration of this paper to the next meeting. Members of the Committee were invited to let the Secretary have any comments on the paper.

SEC

1389 **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>

1390 **DATES OF MEETINGS**

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

Wednesday 18th April 2018 at 10.15 am

Wednesday 13th June 2018 at 10.15 am

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