

## AUDIT AND RISK COMMITTEE

A meeting of the committee will be held at **1500 hours** on **Tuesday 14 November 2017**, in the Robert Tong Room, Queens' Building, Mile End Campus.

The meeting will be preceded by an *in camera* meeting for members with the External Auditors at 1500 hours.

### DRAFT AGENDA

| Part 1: Introduction                        |   | Paper       | Committee Lead | Lead                            |
|---|---|-------------|----------------|---------------------------------|
| 1.  | Welcome and apologies   | Oral report | D Willis       | N/A                             |
| 2.  | Meeting of 02 October 2017: <ul style="list-style-type: none"> <li>Non-confidential minutes</li> <li>Confidential minutes</li> <li>Executive summary</li> </ul> | ARC2017/XX  | D Willis       | S Marshall                      |
| 3.  | Matters arising   | ARC2017/XX  | D Willis       | S Marshall                      |
| Part 2: External Audit                      |   |             |                |                                 |
| 4.  | Audited Financial Statements 2016–17  | ARC2017/XX  | K Barrow       | J Jones<br>Deloitte             |
| 5.  | External Audit Opinion on Financial Statements 2016-17 and Management Representation Letter   | ARC2017/XX  | K Barrow       | J Jones<br>Deloitte             |
| Part 3: Statutory and Regulatory Compliance |   |             |                |                                 |
| 6.  | Annual assurance return   | ARC2017/XX  | D Willis       | L Gibbs<br>J Jones              |
| 7.  | Annual report on Prevent duty   | ARC2017/XX  | D Willis       | J Morgan                        |
| 8.  | Annual report on data quality and returns to HEFCE, HESA and the SLC  | ARC2017/XX  | D Willis       | L Gibbs<br>J Morgan<br>C Murray |
| Part 4: Risk Management                     |   |             |                |                                 |
| 9.  | Deep dive presentation: TBC   | ARC2017/XX  | N Choudhary    | TBC                             |
| 10.   | Whistleblowing cases since the last meeting   | Oral report | D Willis       | J Jones                         |
| Part 5: Financial Control                   |   |             |                |                                 |
| 11.   | Fraud/financial irregularities occurring since the last meeting   | Oral report | D Willis       | J Jones                         |

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|--|------------|----------|---------|
| <b>12. Value for Money Annual Report</b> | ARC2017/XX | D Willis | L Gibbs |
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### **Part 6: Committee Management and Reporting**

|   |            |          |            |
|---|------------|----------|------------|
| <b>13. Audit and Risk Committee Annual Report 2016–17 Draft 2</b> | ARC2017/XX | D Willis | S Marshall |
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| <b>14. Committee effectiveness report</b> | ARC2017/XX | D Willis | S Marshall |
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| <b>15. *Draft agenda for the next meeting</b> | ARC2017/XX | D Willis | S Marshall |
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| <b>16. Any other business</b> | N/A | D Willis | N/A |
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#### **17. Dates of meetings 2017–18**

- Thursday 08 March 2018 at 1500 hours, room tbc, Charterhouse Square.
- Thursday 14 June 2018 at 1500 hours, Robert Tong Room.

\*will be taken without discussion unless a request to open the item for debate is sent to the Chairman or Secretary prior to the start of the meeting.