

Meeting of the Audit Committee

**4pm* on Thursday, 9 February 2012
in V405, K2, Keyworth Street, London SE1**

Agenda

	<i>Paper No.</i>	<i>Presenter</i>
1. Welcome and apologies		Chair
2. Declarations of Interest		Chair
3. Minutes of the last meeting (for publication)		Chair
4. Matters arising		
4.1 Action plan on student data (for discussion)	AC.01(12)	PVC(A) / Academic Registrar
4.2 Self Assessment (for discussion)	Oral Report	Chair
5. Students' Union		
5.1 Follow up on Students' Union Internal Audit recommendations (for consideration):	AC.02(12)	PVC(A)
6. TRAC Return		
6.1 Return submitted to HEFCE (to note)	AC.03(12)	EDF
7. Risk and Control		
7.1 Quarterly Risk Report (to consider)	AC.04(12)	EDF
8. Internal Audit		
8.1 Progress Report (for monitoring)	AC.05(12)	PwC
8.2 Q1 Continuous Auditing Report (for monitoring)	AC.06(12)	PwC
8.3 Format of Internal Audit Reports (for noting)	AC.07(12)	PwC
8.4 HESA Report (for monitoring)	AC.08(12)	PwC

* Pre meeting with the Internal Auditors at 3.45pm in V405, K2

8.5	Student Residences (for monitoring)	AC.09(12)	PwC
8.6	Key Performance Indicators (for approval)	AC.10(12)	PwC
9.	Finance Department Organisational Structure		
9.1	Financial Department structure/succession planning (to review)	AC.11(12)	EDF
10.	Other Matters		
10.1	Impairment Reviews (to consider)		
	• Enterprise Centre	AC.12(12)	EDF
	• Student Centre	AC.13(12)	EDF
10.2	Ethical Fundraising (to consider)	AC.14(12)	Sec
10.3	Research Council's Funding Assurance Report (to consider)	AC.15(12)	EDF
10.4	Anti-fraud, bribery and corruption report (to consider)	AC.16(12)	EDF
10.5	Speak up arrangements and report (to consider)	AC.17(12)	Sec
11.	Matters to report to the Board following this meeting		Chair
12.	Any other business		Chair
13.	Date of next meeting: 7 June 2011		Chair

Members: Chris Swinson (Chair), Andrew Owen

Apologies: Steve Balmont

Internal Auditors: Justin Martin and Debbie Tilson (PwC).

With: Vice Chancellor, Pro Vice Chancellor (Academic), Executive Director of Finance, University Secretary, Academic Registrar (for item 4.1) and Governance Assistant.