

## AUDIT AND RISK COMMITTEE

A meeting of the committee will be held at **1515 hours** on **Monday 3<sup>rd</sup> October 2016**, in the Boardroom, QMB Innovation Centre, Whitechapel Campus.

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

### DRAFT AGENDA

Part 1: Introduction		Paper	Committee Lead	Lead
1.	<b>Welcome and apologies</b>	Oral report	D Willis	N/A
2.	<b>Meeting of 02 June 2016:</b>	ARC2016/	D Willis	R Soper
	<ul style="list-style-type: none"> <li>• Non-confidential minutes</li> <li>• Confidential minutes</li> <li>• Executive summary</li> </ul>			
3.	<b>Matters arising</b>	ARC2016/	D Willis	R Soper
4.	<b>Horizon scanning exercise</b>	ARC2016/	D Willis	Prof. S Gaskell
Part 2: Risk Management				
5.	<b>'Deep dive' risk report (cyber security)</b>	ARC2016/	N Choudhary	TBC
6.	<b>Strategic risk management</b>	ARC2016/	N Choudhary	Prof. E Burke
7.	<b>Whistleblowing cases since the last meeting</b>	Oral report	N Choudhary	J Jones
Part 3: External Audit				
8.	<b>External audit:</b>			
	<ul style="list-style-type: none"> <li>• <b>Management Letter 2015 progress report on actions</b></li> <li>• <b>2016 interim comments</b></li> <li>• <b>Restated 31st July 2014 opening balance sheet and 2014-15 Financial Statements (FRS102)</b></li> </ul>	ARC2016/ Oral report ARC2016/	K Barrow K Barrow K Barrow	J Jones Deloitte J Jones
9.	<b>Research overhead recovery project report</b>	ARC2016/	K Barrow	J Jones
Part 4: Statutory and Regulatory Compliance				
10.	<b>Legal compliance self-assessment</b>	ARC2016/	D Willis	J Morgan
11.	<b>Report on data quality and returns to HEFCE, HESA and the SLC</b>	ARC2015/	D Willis	J Jones

12.	<b>Report on due diligence processes</b>	ARC2016/	D Willis	J Jones
13.	<b>Modern Slavery Act</b>	ARC2016/	D Willis	L Gibbs

#### **Part 5: Internal Audit**

14.	<b>Internal audit reports:</b> <ul style="list-style-type: none"> <li>• Health and safety</li> <li>• Research overhead recovery</li> <li>• Translation of student numbers</li> <li>• Other reports (tbc)</li> </ul>	ARC2016/	M Tatton	KPMG
15.	<b>Internal Audit Annual Report 2015–16</b>	ARC2016/	M Tatton	L Gibbs
16.	<b>Progress report on internal audit recommendations, including:</b> <ul style="list-style-type: none"> <li>• Update on the payroll review action plan</li> </ul>	ARC2016/	M Tatton	L Gibbs
17.	<b>Internal audit services tender timetable and process</b>	ARC2016/	M Tatton	J Jones

#### **Part 6: Financial Control**

18.	<b>Fraud/financial irregularities occurring since the last meeting</b>	Oral report	D Willis	J Jones
19.	<b>*Public Interest Disclosure Policy review</b>	ARC2016/	D Willis	J Jones

#### **Part 7: Committee Management and Reporting**

20.	<b>*Audit and Risk Committee Annual Report 2015–16 Draft 1</b>	ARC2016/	D Willis	R Soper
21.	<b>*Draft agenda for the next meeting</b>	ARC2016/	D Willis	R Soper
22.	<b>Any other business</b>	N/A	D Willis	N/A
23.	<b>Dates of meetings 2016–17</b> <ul style="list-style-type: none"> <li>➤ Thursday 10 November 2016 at 1500 hours, Robert Tong Room, Queens' Building, Mile End.</li> <li>➤ Tuesday 07 February 2017 at 1500 hours, Robert Tong Room, Queens' Building, Mile End.</li> <li>➤ Thursday 01 June 2017 at 1500 hours, Robert Tong Room, Queens' Building, Mile End.</li> </ul>			

\*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.