

**BOARD OF GOVERNORS**

**AUDIT COMMITTEE**

A meeting of the Audit Committee will be held at **3:00pm** on **Monday 18 October 2021** in room **E5** in the **Faculty of Education**. Please report apologies to Rhona Morris at [BoardofGovernors@edgehill.ac.uk](mailto:BoardofGovernors@edgehill.ac.uk)

Helen Smallbone  
Clerk to Governors  
September 2021

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**AGENDA**

Please note there will be an in-camera meeting with internal and external auditors prior to the commencement of standard business.

Item Number	Title	Document Reference	Speaker
01/AC/21A	Apologies		
02/AC/21A	Declarations of Interest		
03/AC/21A	Chair's Announcements		
04/AC/21A	Chair's Action		
05/AC/21A	Minutes of the previous meeting To approve	AC/001/21	L. Greenhalgh
06/AC/21A	Action Log To note	AC/002/21	Clerk
07/AC/21A	Matters Arising not included elsewhere on the agenda		

**Section A: Items for discussion and, where appropriate, resolution**

08/AC/21A	Board Assurance Framework To note and comment	AC/003/21	C. Hutchinson-Howorth
09/AC/21A	Draft 2021 Financial Statements To note and comment	AC/004/21	S. Igoe C. Gibson

10/AC/21A	<b>Draft External Auditor's Letter of Representation</b> To recommend for approval	AC/005/21	KPMG
11/AC/21A	<b>External Auditor's Audit Highlights Memorandum and Management Letter</b> To note and comment	AC/006/21	KPMG
12/AC/21A	<b>Going Concern Statement</b> To note and comment	AC/007/21	S. Igoe
13/AC/21A	<b>Serious Incidents and Whistleblowing Annual Report</b> To note and comment	AC/008/21	S. Igoe
14/AC/21A	<b>Internal Audit Annual Report</b> To note and comment	AC/009/21	RSM
15/AC/21A	<b>Internal Audit Reports:</b> <ul style="list-style-type: none"> <li>• <b>GDPR Governance Framework</b></li> <li>• <b>Framework for Data Quality: HESA Student Record</b></li> <li>• <b>Management of Student Housing</b></li> <li>• <b>Follow Up</b></li> </ul> To note and comment	AC/010/21	RSM

**Section B: Matters for approval/receipt not likely to require significant discussion**

16/AC/21A	<b>Draft Audit Committee Annual Report to the Board</b> To approve	AC/011/21	Clerk
17/AC/21A	<b>Financial Regulations</b> To consider and approve	AC/012/21	C. Gibson
18/AC/21A	<b>Value for Money Assurance Statement</b> To note and comment	AC/013/21	C. Gibson
19/AC/21A	<b>Committee Effectiveness Evaluation and Future Planning:</b> <ul style="list-style-type: none"> <li>• Review of Business 2020/21</li> <li>• Terms of Reference 2021/22</li> <li>• Schedule of Business 2021/22</li> <li>• CUC: Audit Committees Code of Practice</li> </ul> To discuss	AC/014/21	Clerk
20/AC/21A	<b>Internal Audit Progress Report</b> To note and comment	AC/015/21	RSM
21/AC/21A	<b>Any other business</b>		

**Section C: Items for information**

**22/AC/21A\***      **Schedule for Data Returns 2021/22**      **AC/016/21**      C. Hutchinson-Howorth  
To note

**23/AC/21A**      **Date and time of next Meeting**  
The next meeting of the Committee is scheduled for 21 February 2022

Please note that under the Board's Standing Orders, starred items (\*) may pass without any discussion.

Any member wishing to request that a starred item is discussed and/or request the transfer a Section B or C item to Section A must contact the Clerk at least 48 hours prior to the commencement of the meeting.