

**BOARD OF GOVERNORS**  
**AUDIT COMMITTEE**

Edge Hill  
University

A meeting of the Board of Governors will be held at **17:30** on **Monday 2 November 2020** via Microsoft Teams. Please report apologies to Rhona Morris at [BoardofGovernors@edgehill.ac.uk](mailto:BoardofGovernors@edgehill.ac.uk)

Helen Smallbone  
Clerk to Governors  
October 2020

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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. This will include a 15-minute briefing from KPMG on the Audit Committee's responsibility for considering the Financial Statements.

Item Number	Title	Document Reference	Speaker
01/AC/20B	Apologies		
02/AC/20B	Declarations of Interest		
03/AC/20B	Chair's Announcements		
04/AC/20B	Chair's Action		
05/AC/20B	Minutes of the previous meeting To approve	AC/010/20	Chair
06/AC/20B	Action Log To note	AC/011/20	Clerk
07/AC/20B	Matters Arising not included elsewhere on the agenda		

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

08/AC/20B	Coronavirus (COVID-19) Risk Management and Internal Control: Management update	AC/012/20	S.Igoe
09/AC/20B	Risk Management Report (including risk registers) To note and comment	AC/013/20	C. Hutchinson- Howorth
10/AC/20B	2020 Financial Statements To recommend for approval	AC/014/20	C. Gibson

11/AC/20B	<b>External Auditor's Letter of Representation</b> To recommend for approval	AC/015/20	KPMG
12/AC/20B	<b>External Auditor's Audit Highlights Memorandum and Management Letter</b> To note and comment	AC/016/20	KPMG
13/AC/20B	<b>Going Concern Statement</b> To note and comment	AC/017/20	S. Igoe
14/AC/20B	<b>Value for Money Report</b> To note and comment	AC/018/20	C.Gibson
15/AC/20B	<b>Fraud and Irregularity/Serious Incident Statement (including annual report on serious incidents and whistleblowing)</b> To note and comment	AC/019/20	S. Igoe
16/AC/20B	<b>Draft Audit Committee Annual Report to the Board</b> To approve	AC/020/20	Clerk
17/AC/20B	<b>Internal Audit Report</b> <ul style="list-style-type: none"> <li>• <b>Academic Governance Framework</b></li> </ul> To note and comment	AC/021/20	RSM

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

18/AC/20B	<b>Committee Effectiveness Evaluation and Future Planning:</b> <ul style="list-style-type: none"> <li>• Review of Business 2019/20</li> <li>• Terms of Reference 2020/21</li> <li>• Analysis of compliance with: CUC HE Audit Committees Code of Practice 2020</li> </ul> To discuss	AC/022/20	Chair/Clerk
19/AC/20B	<b>RSM Progress Report</b> To note and comment	AC/023/20	RSM

**Section C: Items for information**

20/AC/20B*	<b>Date and time of next Meeting</b> The next meeting of the Committee is scheduled for 1 March 2021		
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<b>21/AC/20B*</b>	<b>Higher Education News Briefing</b> To note	<b>AC/024/20</b>	RSM
<b>22/AC/20B*</b>	<b>HR Update – Autumn 2020</b> To note	<b>AC/025/20</b>	RSM
<b>23/AC/20B*</b>	<b>KPMG Higher Education Sector Update</b> To note	<b>AC/026/20</b>	KPMG

**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.**