



UNIVERSITY COUNCIL
AUDIT COMMITTEE
TUESDAY 5TH NOVEMBER 2013
2:00 PM IN ROOM 103, SKINNER BUILDING

A G E N D A

Lunch will precede the meeting at 1:00 pm in Room 103 without staff members present.

1. **Welcome from the Chair** Chair

2. **Apologies** Chair

The Clerk will advise of any apologies for absence received.

3. **Minutes of the last meeting held on 30th September 2013** Chair

Members need to approve the minutes as a correct record and authorise the Chair to sign them (*attached*).

4. **Matters arising** Chair

Members need to raise any matters arising that are not dealt with later on the agenda.

(i) Environmental issues

5. **Student Union accounts (*attached*)** SU Manager



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| 6. | BG (Lincoln) Ltd accounts <i>(attached)</i> | Director of Resources |
| 7. | Risk Register <i>(attached)</i> | Deputy Vice Chancellor |
| 8. | Internal audit | Head of Internal Audit |
| | (i) Draft Internal Auditor's Annual Report <i>(attached)</i> | |
| | (ii) Reports | |
| | <ul style="list-style-type: none">• Review of Fundraising• Finance System Audit | |
| 9. | External audit | Director of Resources |
| | (i) From the accounts <i>(attached)</i> : | |
| | <ul style="list-style-type: none">• Cover• Governors and Contents• Accounts | |
| | (ii) Management letter/report <i>(attached)</i> | |
| | (iii) To discuss tender process for external audit | Director of Resources |
| 10. | Audit Committee | Deputy Vice Chancellor |
| | (i) Annual Assurance Return <i>(attached)</i> | |
| | (ii) Draft annual report <i>(attached)</i> | |
| 11. | Agenda suggestions | |



12. Key items for the University Council

13. Any other business

Internal Audit Timetable (*attached*)

14. Date of next meeting

Please note that the next meeting of the Audit Committee will take place on Tuesday 4th March 2014 at 2:00 pm.