Audit Committee

Wed 17 May 2023, 16:30 - 18:30

Agenda

Opening Items

16:30 - 16:31
1 min

1. Welcome, Apologies, and Announcements

Information   *Lauren Doughton*

16:31 - 16:32
1 min

2. Declarations of Interest

Information   *Lauren Doughton*

16:32 - 16:37
5 min

3. Minutes of Previous Meetings

Decision   *Lauren Doughton*

3.1. Previous Audit Committee Meeting

Decision   *Lauren Doughton*

📄 Minutes from the Previous Meeting of Audit Committee (April 2023).pdf (6 pages)

3.2. Joint Meeting of Audit Committee with Finance and General Purposes Committee

Decision   *Lauren Doughton*

📄 Non-Confidential Minutes of the Joint Meeting of Audit Committee with Finance and General Purposes Committee (April 2023).pdf (2 pages)
📄 Confidential Minutes of the Joint Meeting of Audit Committee with Finance and General Purposes Committee (April 2023).pdf (4 pages)
📄 Confidential Minutes (without F+GP) of the Joint Meeting of Audit Committee with Finance and General Purposes Committee (April 2023).pdf (2 pages)
📄 Confidential Minutes (Closed Session) of the Joint Meeting of Audit Committee with Finance and General Purposes Committee (April 2023).pdf (2 pages)

16:37 - 16:39
2 min

4. Matters Arising

Information   *Lauren Doughton*

16:39 - 16:42
3 min

5. Terms of Reference

Decision   *Matt Sierocinski King*

📄 Terms of Reference for Audit Committee (For Approval June 2023).pdf (3 pages)

Committee Matters

16:42 - 16:47
5 min

6. Training for Members

Discussion   *Matt Sierocinski King*

https://professionallearning.collegedevelopmentnetwork.ac.uk/course/view.php?id=159

16:47 - 16:52
5 min

7. Vice-Chair of Audit Committee

Decision   *Lauren Doughton*

📄 BOM-AC-2022-07 Vice-Chair of Audit Committee.pdf (6 pages)

Audits

16:52 - 16:57
5 min

8. Audit and Verification Activity

Information   *Jane Lewis*

📄 BOM-AC-2022-08.0 - Audit and Verification Activity 2022 - 2023.pdf (2 pages)
📄 BOM-AC-2022-08.1 Audit and Verification Activity 2022.pdf (4 pages)

16:57 - 17:07
10 min

9. Internal Audit

Information   *Internal Auditors*

9.1. Audit Plan Update

Information   *Internal Auditors*

To Follow

9.2. Staff Recruitment Report

Discussion   *Internal Auditors*

📄 BOM-AC-2022-10.1 BDO SUHI - Staff Recruitment - FINAL.pdf (21 pages)

Risk Management

17:07 - 17:17
10 min

10. Risk 6 - Governance Risk

Discussion   *Matt Sierocinski King*

Presentation to Follow

📄 BOM-AC-2022-11 Risk 6 Governance (May 2023).pdf (8 pages)

17:17 - 17:27
10 min

11. Risk 3 - Reputational Risk

Discussion   *Gemma MacGregor*

Presentation

📄 BOM-AC-2022-12 UHI Shetland Risk Register 3 Poor Reputation.pdf (15 pages)

17:27 - 17:37
10 min

12. Risk 11 - Research Outputs

Discussion   *Jane Lewis*

Presentation

📄 BOM-AC-2022-13 Risk 11 Research_22_23progress_CA.pdf (9 pages)

17:37 - 17:42
5 min

13. Update on any changes to the Risk Register as a whole

Information   *Jane Lewis*

📄 BOM-AC-2022-14.0 Risk Register Synopsis Cover Paper.pdf (2 pages)
📄 BOM-AC-2022-14.1 Risk Register Synopsis May 2023.pdf (17 pages)

17:42 - 17:52
10 min

14. Risk Strategy/Policy Development

Decision   *Jane Lewis*

📄 BOM-AC-2022-15.1 Draft Risk Management Policy.pdf (8 pages)

Other Items

17:52 - 17:57
5 min

15. Assignation to Regional Strategic Body

Information   *Matt Sierocinski King*

Verbal

17:57 - 18:02
5 min

16. Health and Safety Committee Minutes

Information   *Jane Lewis*

📄 BOM-AC-2022-16.1 02 - Health Safety Committee Meeting 20.4.2023 - draft minutes.pdf (6 pages)

Closing Items

18:02 - 18:07
5 min

17. Any Other Business

Information   *Lauren Doughton*

18:07 - 18:08
1 min

18. Date of Next Meetings

Information   *Lauren Doughton*

Audit Committee - 14th June 2023 at 16:30