

# AGENDA

Meeting: **Finance & Audit Committee**  
Location: **Microsoft Teams**  
Date & Time: **Thursday 22<sup>nd</sup> October 2020 at 9am**

| Item |  | Appendix |
|------|--|----------|
| 1.   | <b>Apologies for absence</b>   |          |
|      | Committee to receive and approve any apologies received for absence.   |          |
| 2.   | <b>Notice of any other business</b>  |          |
|      | Chair to notify the committee of any items raised in advance of this meeting for discussion under any other business.  |          |
| 3.   | <b>Declaration of conflict of interest</b>   |          |
|      | Members are asked to declare any conflict of interest they may have in relation to any business to be discussed at the meeting.  |          |
| 4.   | <b>Minutes of the previous meeting and matters arising</b>   | R1       |
|      | Committee to: <ul style="list-style-type: none"><li>• approve minutes for the Chair to sign;</li><li>• note the matters arising from the previous meeting;</li><li>• note any decisions made without a meeting by the committee.</li></ul>   |          |
| 5.   | <b>Finance &amp; Audit</b>   | R2       |
|      | Committee to: <ul style="list-style-type: none"><li>• review The SU financial position;</li><li>• review the actions being taken to make further savings;</li><li>• review progress made to implement audit recommendations.</li></ul>   |          |
|      | Committee to: <ul style="list-style-type: none"><li>• discuss project plan for audit tendering and determine if this should proceed;</li><li>• confirm Client, Sponsor and Project Manager for the project;</li><li>• confirm project team members;</li><li>• identify any other risks to the project.</li></ul> |          |
| 6.   | <b>Risk Management</b>   |          |
|      | Committee to note the report.  | R3       |
| 7.   | <b>Any other business</b>  |          |
|      | To discuss any items raised previously under notice of any other business.   |          |
| 8.   | <b>To confirm the date and time of future meetings</b>   |          |
|      | Thursday 19 November 2020 9-11am<br>Monday 15 March 2021 9-11am<br>Thursday 20 May 2021 9-11am   |          |