

The University of Dublin

Trinity College Dublin

Audit Committee

There will be a meeting of the Audit Committee at 08.00 am on Tuesday 12 November 2013 in the Conference Room, Top Floor, 3 College Green.

AGENDA

Apologies

1. Minutes

Enclosed:

Minutes of meeting held on 13 June 2013 enclosed.

2. Call-over

Enclosed:

Action List

3. Matters arising

Section A and B - Policy and Implementation Issues

4. Consideration of Draft Trust Funds (Benefactions) Financial Statements for year to 30 June 2013*

Enclosed:

4.1. Memorandum from the Financial Resources Manager dated 10 October 2013

4.2. Draft Trust Funds (Benefactions) Financial Statements for the year to 30 June 2013

4.3. Draft Letter of Representation to KPMG for the year ended 30 June 2013

5. Plan for Audit of 2012/13 Accounts*

Enclosed:

5.1. Audit Planning Presentation document from KPMG

5.2. Audit Plan from the Office of the Comptroller and Auditor General

6. KPMG letter of Engagement

Enclosed:

- Letter of engagement dated 18 September 2013

7. Risk Management Process

Enclosed:

- Report from the Internal Auditor dated October 2013

8. Academic Risks

Enclosed:

- 8.1. Memorandum from the Internal Auditor dated 3 November 2013
- 8.2. Report on Workload Management Theme dated November 2013
- 8.3. Report on Academic Leave Theme dated November 2013
- 8.4. Report on Student Assessments Theme dated November 2013
- 8.5. Report on Plagiarism Theme dated November 2013

9. Management of College High-Level Risks

Enclosed:

- 9.1. Report from the Internal Auditor on Quality Risks dated November 2013
- 9.2. Report from the Internal Auditor on Student Risks dated November 2013

10. Compliance with College Policies on Expenses

Enclosed:

- Report from the Internal Auditor dated October 2013

11. Space Utilisation

Enclosed:

- Memorandum from the Internal Auditor dated 22 October 2013

12. Data Protection

Enclosed:

- Report from the Internal Auditor dated October 2013

13. IT Governance Risk Assessment

Enclosed:

- Report from the Internal Auditor dated October 2013

14. Research Governance

Enclosed:

- Report from the Internal Auditor dated October 2013

15. HR and Remuneration Issues - Update

Enclosed:

- Report from the Internal Auditor dated October 2013

16. Casual Payroll - Update

Enclosed:

- Report from the Internal Auditor dated October 2013

17. Annual Report 2013 - Input to Part I

Enclosed:

- Memorandum from the Internal Auditor dated 3 November 2013

18. Self-Evaluation

Enclosed:

- Memorandum from the Internal Auditor dated 3 November 2013

Section C - Items for Noting

19. Annual Financial Statements of the College - Consolidated GAAP Accounts for the year ended 30 September 2011

Enclosed:

- Memorandum from the Chair of the Audit Committee to Board dated 14 June 2013

20. Current Developments and Practices in Audit

Enclosed:

- Audit Committee Institute Global Boardroom Insights - Audit quality and communications with shareholders and others (<http://www.kpmginstitutes.com/aci/insights/2013/pdf/gbi-quality-communications.pdf>)

21. Board Papers

Enclosed:

Agenda of Meetings held on:

- 19 June 2013
- 26 June 2013
- 11 September 2013
- 9 October 2013
- 6 November 2013

Minutes of Meetings held on:

- 29 May 2013
- 19 June 2013
- 26 June 2013
- 11 September 2013

*Mr R Hobson from KPMG, the Chief Financial Officer/Treasurer, the Financial Resources Manager and Ms C Lynch will attend for items 4 and 5. Ms M Mulligan and Mr B Hill of the Office of the Comptroller and Auditor General will attend for item 5.