



Matters Arising

Outcome requested:	Audit and Risk Committee is asked to note the matters arising from the minutes of the meeting held on 27 September 2022.
Executive Summary:	N/A
QMUL Strategy: strategic aim reference and sub-strategies	The effective management of the Queen Mary's governance arrangements underpins the ability to achieve the strategic aims.
Internal/External regulatory/statutory reference points:	N/A
Strategic Risks:	N/A
Equality Impact Assessment:	Not required
Subject to prior and onward consideration by:	Considered by the Committee only.
Confidential paper under FOIA/DPA	No
Timing:	N/A
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Date:	03 November 2022
Senior Management/External Sponsor:	Peter Thompson, Chair of Audit and Risk Committee

Actions from the meeting on 27 September 2022

Minute no.	Action	Person responsible	Progress
2022.002[a]	Minutes of the meeting held on 23 June 2022 Minute 2021.051 should be made confidential.	Committee Secretary	The minutes have been updated so that minute 2021.051 is confidential.
2022.003[c]	Matters arising Council would receive the annual schedule of business next week which would be shared separately with co-opted members. There was scope for two deep dives at the meetings in the new year. The Committee was invited to consider potential deep dive areas drawing from the external risk papers and the current strategic risks that were amber rated. The University Secretary would send an email to the Committee following the Council discussion.	Chief Governance Officer and University Secretary	The annual schedule of Council business, the Strategic Risk Register and the Internal Audit Plan were circulated ahead of the Committee meeting to support a discussion on deep dive topics for the Committee meetings in March and June 2023.
2022.007[a]	Draft narrative for the financial statements 2021–22 Strategic risks had been included in the section on strategy rather than risks and uncertainties. The link between the two sections would be more clearly referenced.	Chief Financial Officer	The narrative has been updated to reflect the Committee's comments (see item 3a on the agenda).
2022.007[c]	Draft narrative for the financial statements 2021–22 The Committee asked whether the geo-political risks in relation to the war in Ukraine were heightened by the relationship between China and Russia. Diversification of our international student recruitment was a central part of our strategic growth and should be referenced.	Chief Financial Officer	The narrative has been updated to reflect the Committee's comments (see item 3a on the agenda).

2022.008[a]	<p>Internal audit plan 2022–23 final draft</p> <p>The Committee discussed the sequencing of audits in the five-year plan. The decision had been made not to prioritise cyber security because the Committee was already receiving bi-annual reports. The Committee asked for the audits on information governance and security and staff engagement to be prioritised for next year.</p>	KPMG	The audits on information governance and security, and staff engagement will be prioritised for the 2023–24 Internal Audit Plan.
2022.010[b]	<p>Planned internal audit reports</p> <p>The Committee asked whether recommendation 2.1 was sufficient to improve the strategic focus of the Estates and IT Strategy Boards. New infrastructure governance processes had been approved including the introduction of an infrastructure strategy group responsible for strategic oversight. The papers on the new governance structure would be shared with the Committee.</p>	Chief Operations Officer	Papers on the new infrastructure governance arrangements are included in the additional reading for the meeting.
2022.010[e]	<p>Planned internal audit reports</p> <p>The Committee asked whether the target date of December 2023 for the implementation of recommendation 2.2 on the content of the master plan was correct. There were two strands of work relating to updating the current master plan and the development of a university wide plan so it was possible that two deadlines had been set. The risks in relation to the timescales were low as the additions would enhance the masterplan. KPMG would confirm the timescale for implementation.</p>	KPMG	Recommendations relating to the current master plan will be implemented this year, with recommendations on the wider University plan implemented by the target date of December 2023.
2022.011[d]	<p>Cyber security bi-annual report</p> <p>Bi-annual updates would be retained at this time, and the Committee would re-assess the frequency of reporting at the March meeting. The Committee asked for clearer information about the targets for maturity in the next report.</p>	Chief Information Officer	Clearer information on maturity targets will be included in the next report to the Committee in March 2023.

2022.014[a]	<p>Committee terms of reference, membership and effectiveness</p> <p>The Committee asked for the minutes to be circulated before the next meeting.</p>	Committee Secretary	The minutes were circulated to Committee members ahead of the main circulation of papers.
2022.015[a]	<p>Audit and Risk Committee annual report 2021–22 draft 1</p> <p>The change in external audit provider could be more clearly indicated.</p>	Committee Secretary	The Committee's comments have been incorporated into the second draft of the annual report (see item 5a on the agenda).
2022.015[b]	<p>Audit and Risk Committee annual report 2021–22 draft 1</p> <p>Reference to the Committee's discussions on wider external risks should be included in the risk management section.</p>	Committee Secretary	The Committee's comments have been incorporated into the second draft of the annual report (see item 5a on the agenda).
2022.015[c]	<p>Audit and Risk Committee annual report 2021–22 draft 1</p> <p>The continuous nature of Peter Thompson's tenure on the Committee could be made clearer. Celia Gough's term should date from January 2022.</p>	Committee Secretary	The Committee's comments have been incorporated into the second draft of the annual report (see item 5a on the agenda).