

**The University of Dublin**

**Trinity College Dublin**

**Audit Committee**

There will be a meeting of the Audit Committee at 10.00 a.m. Wednesday 15 October 2008 in the Conference Room, Top Floor, 1 College Green.

**AGENDA**

*Apologies*

**1. Minutes**

*Enclosed:*

Minutes of meeting held on 19 May 2008

**2. Call-over**

*Enclosed:*

Action List

**3. Matters arising**

**Section A – Policy Issues**

**4. Plan for audit of 2007/08 Accounts**

*Enclosed:*

- Audit Planning Presentation document from KPMG
- Extract from KPMG Form of Tender in relation to Audit fee

**5. Consideration of Audited Trust Funds (Benefactions) Financial Statements for year 2007/08**

*Enclosed:*

- Memorandum from the Treasurer (Acting) dated 7 October 2008 with attached
  - i. Draft Financial Statements for the year ended 30 June 2008
  - ii. Draft Letter of representation to KPMG
  - iii. Correspondence from KPMG to Board dated 6 October 2008
- Memorandum from the Treasurer (Acting) dated 8 October 2008

**6. Update on status of Consolidated GAAP Accounts for 2005/06 and 2006/07**

Treasurer (Acting) to report

**7. Code of Governance: Statement on Internal Control**

*Enclosed:*

- Memorandum from the Internal Auditor dated 30 September 2008
- Report from the Internal Auditor dated 6 October 2008

**Section B – Implementation Issues**

**8. Proposed self-evaluation of the effectiveness of the Audit Committee**

*Enclosed:*

- Memorandum from the Committee Secretary dated 8 October 2008 with attached
  - i. 2006/07 Audit Committee self-evaluation documentation
  - ii. Audit Committee Institute article

## **Section C – Items for Noting**

### **9. Update on ARAM**

Internal Auditor to report

### **10. Audit of 2007/08 Accounts - Correspondence with the C&AG**

*Enclosed:*

- Letter to Mr Seamus McGrattan, Deputy Director of Audit, Office of the C&AG from the Committee Secretary dated 3 September 2008

### **11. Review of College Statutes**

*Enclosed:*

- Copy of submission made to Statutes Review Working Party

### **12. Governance Statement - Correspondence with the HEA**

*Enclosed:*

- Letter from HEA to Provost dated 5 February 2008
- Letter from Provost to HEA dated 10 July 2008

### **13. Risk Policy**

*Enclosed:*

- Memorandum from College Secretary (Acting) to Board dated 15 September 2008
- Updated Risk Policy approved by Board on 24 September 2008

### **14. Board Papers**

*Enclosed:*

Minutes of meetings:

- 21 May 2008
- 18 June 2008
- 9 July 2008
- 24 September 2008 (to be tabled)

### **15. Meeting Schedule 2008/09**

*Enclosed:*

- Schedule of meetings for 2008/09

Ms Gallagher, Mr Hobson and Mr Moran from KPMG and the Treasurer (Acting) and the Financial Resources Manager will attend for items 4, 5 and 6.