

## **INTERNAL AUDIT SERVICES AUDIT STRATEGY**

The aim of the audit strategy is to ensure that an appropriately strategic approach is taken to enable the Head of Internal Audit Services to give assurance to the Council and the Vice-Chancellor, through the Audit Committee, on the adequacy and effectiveness of the University's arrangements for:

- a) risk management, internal and financial controls and governance;
- b) economy, efficiency and effectiveness (value for money) within the University and
- c) the management and quality assurance of data submitted to HESA, HEFCE and other funding bodies

and the extent to which the Council can rely on these.

This is achieved by:

- producing an annual internal audit report to the Council and the Vice-Chancellor, which is considered by the Audit Committee;
- reviewing and reporting on the University's risk management, internal control, data management and governance systems through periodic audits undertaken on a risk priority basis. These will cover all activities associated with the University, including those not funded by HEFCE, for example subsidiary or associated companies, or any activity in which the University has an interest;
- providing assurance on fundamental financial controls;
- improving the effectiveness and efficiency of the University's activities and operating procedures by making recommendations arising from the audit reviews;
- ensuring compliance with legislation, regulations and policies;
- reviewing the systems used by the University to generate funding data for submission to HESA, HEFCE and other funding bodies;
- ensuring on a regular basis that recommendations are followed up and providing Senior Management Board and the Audit Committee with progress reports on significant recommendations;
- ensuring that the University's assets and interests are safeguarded, including assessing the adequacy of the arrangements to prevent and detect irregularities, fraud and corruption. (The primary responsibility for preventing and detecting irregularities, fraud and corruption rests with management, who should institute adequate systems of internal control, including clear objectives, segregation of duties and correct authorisation procedures);

- investigating matters of irregularity or fraud as instructed by the Fraud Response Group and liaising as necessary with external agencies in those investigations;
- reviewing the effectiveness of the arrangements that management has in place to achieve proper delivery of value for money in the University;
- undertaking additional work at the request of management, provided such work does not compromise the objectivity of the audit service or the achievement of the audit plan;
- ensuring effective co-operation with external auditors and other review bodies to avoid duplication of work;
- ensuring quality assurance in internal audit by complying with the Model Financial Memorandum between HEFCE and institutions Annex B: Accountability and Audit Code of Practice, Institute of Internal Audit Standards, provision of an Audit Manual for staff, ensuring audit work is reviewed, ensuring that the audit procedures are peer reviewed and monitored against HEFCE standards, and that adequate training is provided.

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Internal Audit Services