



# Compliance and Risk Steering Group

Approved: March 2024

## A Scope of the committee

1. The Compliance and Risk Steering Group oversees, monitors and champions the implementation of the University's Risk Management, Internal Audit and Business Continuity Planning Frameworks ensuring they are aligned to and support the University's Strategic Plan.
2. The steering group reports and makes recommendations to the Executive Group as appropriate.

## B Terms of reference

1. To support the Project Manager (Improvement Plans) to identify risk management, improvement and business continuity priorities, process and resource requirements across the University and to sequence events in the most efficient manner.
2. To receive reports from the Project Manager (Improvement Plans) on progress with Improvement Plans arising from Internal Audit and other regular and ad-hoc reviews.
3. To provide guidance, support, and prioritisation to keep improvement plans progressing to plan and rally resource from across the University as required.
4. To monitor and evaluate the impact of the implementation of improvement plans and business continuity planning across the University.
5. To regularly review the University's Strategic, Operational and Project Risk Registers.
6. To regularly review and recommend for approval the University's year-on-year Internal Audit Plans.
7. To oversee the review and updating as necessary of the University's *Risk Management, Internal Audit and Business Continuity Frameworks* and to make recommendations to the Executive Group and ARC for their approval.
8. To raise awareness of the University's approach to risk, audit and business continuity among all staff and students.
9. To receive minutes/notes from the Visa Compliance Steering Group, Data Compliance Group, Prevent Working Group and Health and Safety Committee.

**C Membership**

Registrar and Chief Administrative Officer (Chair)	Chris Payne
Chief Financial Officer	David Cole
Pro Vice-Chancellor	Harriet Dunbar-Morris

**D By Invitation**

Project Manager (Improvement Plans)
Chair of the Health and Safety Committee
Chair of the Data Compliance Group
Chair of the Prevent Working Group
Chair of the Visa Compliance Steering Group
Director of Digital Transformation

**E Frequency of meetings**

The Compliance and Risk Group meets on a quarterly basis.

**F Quorum**

The quorum is one third of the members including the Chair.

**G Reporting structure**

The Compliance and Risk Group reports to the Vice-Chancellor and Executive Group.

**H Servicing and support arrangements**

Servicing will be provided by the PA to the Registrar and Chief Administrative Officer.