

**MINUTES OF THE MEETING OF AUDIT COMMITTEE  
ON WEDNESDAY 8 JUNE 2022 VIA TEAMS**

---

**Present**

Philip de Klerk	Independent Governor & Audit Chair
Don Iro	Independent Governor
Harry Mears	Co-opted Committee Member

**In attendance**

Kerrie Clark	Financial Controller
Jim Irving	University Secretary & Registrar
Eran Kochlany	Chief Financial Officer
David I'Anson	External Audit Partner, BDO (left 22/29)
Ben Connor	Internal Auditor, PwC (until 22/36)
Bridget Woolven	Clerk to the Governors
Carol Burns	AdvanceHE Consultant

**22/16 Welcome & Apologies**

- i. Philip de Klerk welcomed everyone to the meeting and particularly Carol Burns of AdvanceHE who was observing the meeting as part of the triennial governance effectiveness review.
- ii. Apologies: Paul Cox, Paul Colbran, Professor Karen Stanton, Andrea Thompson.
- iii. The Committee was quorate throughout.

**22/17 Conflict of Interests**

- i. Harry Mears declared his employment with KPMG.
- ii. No other conflicts of interest were declared.

<b>22/18 Minutes of the Audit Committee meeting on 22 February 2022</b>	<b>Confidential</b>
<b>22/19 Matters Arising</b>	<b>Confidential</b>
<b>22/20 Report on Pre-Meeting discussion</b>	<b>Confidential</b>
<b>22/21 Risk Management Group and Risk Register Presented by: Eran Kochlany, Chief Financial Officer</b>	<b>Paper 22/AC/07 Confidential</b>
<b>22/22 Procurement &amp; Purchasing Compliance Report Presented by: Kerrie Clark, Financial Controller</b>	<b>Paper 22/AC/08 Confidential</b>
<b>22/23 Internal Audit (IA) Progress Report Presented by: Ben Connor, PwC</b>	<b>Paper 22/AC/09(i) Confidential</b>
<b>22/24 IA: SRS Programme Health Check Review</b>	<b>Paper 22/AC/09(ii)</b>

Confidential

22/25 IA: Procurement Paper 22/AC/09(iii)  
Confidential

22/26 IA: UUK Accommodation Code of Practice Compliance Paper 22/AC/09(iv)  
Confidential

22/27 Draft Internal Audit Plan 22/23  
Presented by: Ben Connor, PwC Paper 22/AC/10  
Confidential

22/28 External Audit Strategy 21/22  
Presented by: David I'Anson, BDO Paper 22/AC/11  
Confidential

*(David I'Anson, BDO external auditor, left the meeting.)*

22/29 Annual Report on GDPR & FOI  
Presented by: Jim Irving,  
University Secretary & Registrar Paper 22/AC/12  
Confidential

22/30 TRAC Annual Return  
Presented by: Eran Kochlany Paper 22/AC/13  
Confidential

22/31 Self Evaluation of the Committee  
Presented by: Bridget Woolven Paper 22/AC/14

- i. In accordance with the recommendation of the Committee of University Chairs (CUC), the Committee considered the evaluation of its performance in 2021/22.
- ii. The evaluation considered the areas recommended by the CUC's 2020 Audit Committee Code of Practice as well as the Committee's terms of reference.
- iii. The Committee considered that the evaluation was accurate.

22/32 Schedule of Business 22/23  
Presented by: Bridget Woolven Paper 22/AC/15

- i. The Committee noted the schedule and agreed that the February meeting would be cancelled, and its scheduled business would be rolled into March.  
**ACTION: CLERK.**

22/33 Complaints received under the Public Information Disclosure Act and the  
University's Fraud Policy

&

22/34 Serious and Reportable Incidents Confidential

22/35 Meeting Dates - 2022/23:

- i. At the Committee's request:
  - o the meetings of Audit Committee would be reduced from four to three in 22/23;
  - o The February meeting would be dropped;
  - o The Clerk will poll members view a view to moving the Committee meetings from Wednesday to a different day of the week. **ACTION: CLERK.**

- ii. The meetings will commence at 17:30 hrs, preceded by pre-meeting discussion by Governors at 17:00hrs.

*(Ben Connor, PwC internal auditor, left the meeting.)*

**22/36 Evaluation of Internal & External Auditors  
Presented by: Eran Kochlany and Jim Irving**

**Paper 22/AC/16  
Confidential**

The meeting ended at 19:20 hrs.