

**MINUTES OF THE MEETING OF AUDIT COMMITTEE ON MONDAY 25 MARCH 2024
AT 17:00HRS ON TEAMS**

Present

Philip de Klerk	Independent Governor & Audit Chair
Don Iro	Independent Governor

In attendance

Andrew Bird	Chief Marketing Officer
Kerrie Clark	Director of Finance
Jim Irving	Pro Vice-Chancellor Students & Governance
Professor James Knowles	Vice-Chancellor
Eran Kochlany	Chief Financial & Operating Officer
Ben Connor	Internal Auditor, PwC (from 24/05)
Bridget Woolven	Clerk to the Committee
Gareth Roberts	Director of Digital Transformation

24/01 Welcome & Apologies

- i. The Chair welcomed Andrew Bird, Chief Marketing Officer to the meeting.
- ii. Apologies: Philip Ouma, Noreen Biddle Shah and David I'Anson (BDO).
- iii. The Committee was **inquorate**, however Philip Ouma had submitted his comments on the papers in writing to the Committee Chair.
- iv. Any approvals given would be ratified at the June meeting.
- v. There was no pre-meeting and it was noted there would not be pre-meetings prior to future Audit Committee meetings.
- vi. Members noted that the meeting would be conducted in a manner consistent with the University's statement of commitment to Equality, Diversity, and Inclusion (EDI).

24/02 Conflict of Interests

No conflicts of interest in items relating to this meeting were declared.

24/03 Minutes of the Audit Committee meeting on 20 November 2023 **Confidential Unreserved**

Approved.

24/04 Matters Arising **Confidential Unreserved****24/05 Report on pre-meeting discussion and private meeting with Auditors**
Confidential**PART 1:**

24/06 Risk Management Group Report & Risk Register
Presented by: Eran Kochlany,
Chief Financial & Operating Officer

Paper 24/AC/03
Confidential
Unreserved

(Ben Connor of PwC joined the meeting.)

24/07 Internal Audit Reports
Presented by: Ben Connor, PwC

Paper 24/AC/02
Confidential Unreserved

24/08 Cyber Security Report
Presented by: Gareth Roberts, Director of Digital Transformation

Paper 24/AC/04
Confidential

24/09 Insurance Report
Presented by: Eran Kochlany

Paper 24/AC/05
Confidential Unreserved

24/10 Complaints received under the Public Information Disclosure Act and the University's Fraud Policy

24/11 National Audit Office reports

The Committee noted that since the last meeting, no relevant reports had been received from the National Audit Office (NAO), the Office for Students and other organisations.

24/12 Office for Students (OfS) Reportable Incidents Confidential

24/13 Whistle Blowing

24/14 Next Meeting Date:

Monday 3 June 2024. **ON CAMPUS MEETING.**
Meeting will commence at 17:00 hrs. There will be no pre-meeting.

(The internal auditor left the meeting at this point.)

PART 2:

24/15 Annual Evaluation of External & Internal Auditors
Presented by: Jim Irving & Eran Kochlany

Paper 24/AC/06
Confidential Reserved

24/16 Internal Audit Contract
Presented by: Jim Irving,
Pro Vice-Chancellor Students and Governance

Paper 24/AC/07
Confidential Reserved

24/17 External Audit Tender
Presented by: Kerrie Clark,
Director of Finance

Paper 24/AC/08
Confidential Reserved

The meeting ended at 18:05 hrs.