

**MINUTES OF THE MEETING OF THE AUDIT COMMITTEE ON 21 MAY 2020**

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**Present**

Don Iro	Independent Governor
Harry Mears	Co-opted Member
James Rimmer (Chair)	Independent Governor
Lena Samuels	Independent Governor
John Simpson	Independent Governor
Captain Emma Tiller	Independent Governor

**In attendance**

Stephen Avery	Director of Finance
Dr Caroline Carpenter	University Secretary
Kerrie Clark	Financial Controller
Paul Colbran	Chief Information & Infrastructure Officer
Professor Karen Stanton	Vice-Chancellor
Andrea Thompson	Interim Deputy Vice-Chancellor (People)
Bridget Woolven	Clerk to the Governors
Anna Blackman	Audit Partner, PwC
David I'Anson	Audit Partner, BDO

**20/12 Welcome & Apologies**

Apologies: None.

The Chair welcomed: Professor Karen Stanton and Stephen Avery to their first Audit Committee meeting. He noted that the 25 March 2020 meeting had been postponed due to Covid-19 but that the Committee Chairs had met with the Vice-Chancellor's Group on 31 March and 14 April 2020.

The Committee was quorate.

**20/13 Conflict of Interests - None.****20/14 Minutes of the previous meeting on 15 January 2020- approved.****20/15 Matters arising from the previous meeting - Confidential**

This minute is confidential.

**20/16 Confidential Pre-Meeting Oral Report**

There was nothing significant to report from the members' pre-meeting.

<b>20/17 Lessons Learned 2018/19</b>	<b>Paper 20/AC/03</b>
<b>Presented by Kerrie Clark, Financial Controller</b>	<b>Confidential</b>

This minute is confidential.

**20/18 Risk Management & Risk Register Covid-19**  
**Presented by: Paul Colbran,**  
**Chief Information & Infrastructure Officer**

**Paper 20/AC/04**  
**& Presentation**  
**Confidential**

This minute is confidential.

**20/19 External Audit Work for 2019/20**  
**Presented by: David l'Anson, Audit Partner BDO**

**Paper 20/AC/05**  
**Confidential**

This minute is confidential.

**20/20 Audit Committee agenda for 17 June 2020**

**Agenda**

- i. The Committee reviewed the draft agenda for 17 June 2020 which would be finalised by the Chair and Clerk.
- ii. James Rimmer said that PwC had been asked by Solent to conduct a capital projects diagnostic to review capital programmes, assets, balance sheet and liquidity. A terms of reference for the work was in development and work would start shortly. An update would be provided on 17 June.

*(Lena Samuels left the meeting at this point.)*

**20/21** No complaints had been received under the Public Information Disclosure Act and the University's Fraud Policy and:

- i. No complaints have been received either by the Clerk to the Governors, University Secretary, or Chairman of the Board under the Public Information Disclosure Act;
- ii. No cases of fraud had been reported.

**20/22 Serious Incidents and Reportable Events**

**Confidential**

The Committee noted that, since the last meeting:

- i. No serious incident(s), or suspicion or allegation thereof, as defined as reportable to the OfS by the Charity Commission and outlined in the University's Financial Regulations, has been reported to the Director of Finance or the Clerk to the Governors;
- ii. Since the last meeting, there has been the following reportable event(s), as defined by the OfS, that *'could materially affect or materially effects the provider's legal form of business model and/or its willingness or ability to comply with its conditions of registration'*:

**This minute is confidential.**

**20/23 Whistleblowing**

The Committee noted that, since the last meeting,

- no incidents involving whistle blowing have been reported to the Director of Finance or Clerk to the Governors.

**20/24 Next Meeting Dates for 2019/20 and 2020/21**

Wednesday 17 June 2020 at 17:30 hrs preceded by pre-meeting at 17:00hrs

**ACTION:** Clerk will poll for an additional meeting in the second half of October and to see if it was possible to move the 27 January 2020 meeting forward to allow sufficient discussion time for the TRAC return.

**Other dates in 2020/21:**

Wednesday 24 March 2021

Wednesday 16 June 2021