

[Confidential in respect of Minutes 21/45-56, 21/63]

**MINUTES OF THE MEETING OF AUDIT COMMITTEE ON WEDNESDAY 17 NOVEMBER 2021 VIA TEAMS**

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**Present**

Paul Cox	Co-opted Governor
Philip de Klerk	Independent Governor & Audit Chair
Harry Mears	Co-opted Committee Member (Until Min 21/51)
Don Iro	Independent Governor (Until Min 21/50)
Lena Samuels	Independent Governor

**In attendance**

Dr Caroline Carpenter	University Secretary & Registrar
Kerrie Clark	Financial Controller
Eran Kochlany	Chief Financial Officer
Professor Karen Stanton	Vice-Chancellor
Andrea Thompson	Deputy Vice-Chancellor (Resources)
David I'Anson	Audit Partner, BDO
Ben Connor	Internal Auditor, PwC
Reena Bajaj	Internal Audit Manager, PwC
Bridget Woolven	Clerk to the Governors
Paul Colbran	Chief Operations Officer (Mins 21/52-53 only)
Leigh Rengger	Chief Marketing Officer (Min 21/51 only)

**21/43 Welcome & Apologies**

- i. Philip de Klerk welcomed everyone to the meeting.
- ii. Apologies: None.
- iii. The Committee was quorate throughout.

**21/44 Conflict of Interests** - No conflicts of interest in items relating to this meeting were declared.

**21/45 Minutes of the Audit Committee meeting on 16 June 2021** **Confidential**

Approved.

**21/46 Matters Arising** **Confidential**

This minute is confidential.

**21/47 Report on Pre-Meeting discussion and private Meeting with Auditors**  
**Confidential**

This minute is confidential.

**PART 1:**

**21/48 Draft Annual Financial Statements (AFS) 20/21** Paper 21/AC/21  
Presented by: Eran Kochlany, Chief Financial Officer Confidential

This minute is confidential.

**21/49 External Auditors' Draft Completion Report** Paper 21/AC/22  
Presented by: David I'Anson, BDO Confidential

This minute is confidential.

*(Don Iro left the meeting at this point.)*

**21/50 Internal Audit Report 20/21** Paper 21/AC/24  
Presented by: Ben Connor, PwC Confidential

This minute is confidential.

*(Leigh Rengger joined the meeting. Harry Mears left the meeting.)*

**21/51 Internal Audit Reports** Paper 21/AC/25  
Presented by: Renna Bajaj and Ben Connor, PwC Confidential

This minute is confidential.

*(Paul Colbran joined the meeting.)*

**21/52 Internal Audit Plan 21/22** Paper 21/AC/26  
Presented by: Ben Connor, PwC Confidential

This minute is confidential.

**21/53 Internal Audit Report** Paper 21/AC/25  
Presented by: Renna Bajaj and Ben Connor, PwC Confidential

This minute is confidential.

*(Paul Colbran left the meeting.)*

**21/54 Risk Management Group Report** Paper 21/AC/27  
Presented by: Dr Caroline Carpenter, Confidential  
University Secretary & Registrar

This minute is confidential.

**21/55 Audit Committee's report to Board of Governors** Paper 21/AC/23  
Presented by: Bridget Woolven, Clerk to Committee Confidential

This minute is confidential.

**PART 2:**

**21/56 Value for Money (VfM) Annual Report 20/21** Paper 21/AC/28  
Confidential

The report will be updated once the 'TBC's are confirmed. Approved.

**21/57 Assurance of Data Returns 2020/21** **Paper 21/AC/29**

Noted.

**21/58 Non-audit services commissioned in 2020/21 from the University's External Auditors** **Paper 21/AC/30**

Noted.

**21/59 OfS Accounts Direction to HEIs for 2020/21** **Paper 21/AC/31**

Noted.

**21/60 Bribery Act: Annual Report 2020/21** **Paper 21/AC/32**  
**Confidential**

Noted.

**21/61 Modern Slavery Act Statement** **Paper 21/AC/33**

Noted.

**21/62 Complaints received under the Public Information Disclosure Act and the University's Fraud Policy**

The Committee noted that, since the last meeting,

- No complaints had been received either by the University Secretary or Chair of the Board under the Public Information Disclosure Act.

**21/63 Office for Students (OfS) Reportable Incidents** **Confidential**

The Committee noted that since the last meeting:

- a) 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, had been reported to the Chief Financial Officer or the University Secretary.
- b) Since the last meeting of the Board, there had 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'*.

None.

**21/64 Meeting Dates - 2021/2022:**

Tuesday 25 January 2022  
Wednesday 30 March 2022  
Wednesday 8 June 2022

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

The January and March meeting dates will be kept in the diary, but the Committee will consider if it can merge those meetings into one meeting in February.

**ACTION: CLERK TO SCHEDULE A FEBRUARY 2022 MEETING DATE.**

The meeting ended at 19:15 hrs.