

Southampton Solent University

Audit Committee

Minutes of the meeting held on Monday 24 March 2025 at 17:00hrs on Teams

Present

Philip de Klerk, Independent Governor & Committee Chair
Mike Gaston, Co-opted FE Governor (Up to 25/16)
Don Iro, Independent Governor
Philip Ouma, External Committee Member
Fay Quayle, Independent Governor
Dr Alan Whitehead CBE, Independent Governor

In attendance

Professor Cathy Barnes, Pro Vice-Chancellor Research, Academic Strategy & Planning
Kerrie Clark, Director of Finance
Jim Irving, Pro Vice-Chancellor Students and Governance
Professor James Knowles, Vice-Chancellor
Eran Kochlany, Chief Financial & Operating Officer
Bridget Woolven, Clerk to the Governors
Kushal Chowan, PwC, internal audit (Up to 25/16)
Ben Connor, PwC, internal audit (Up to 25/16)
David I'Anson, BDO, external audit (Up to 25/16)
Gareth Roberts, Director of Digital Transformation (25/09 only)

25/01 Welcome and Apologies

1. The Chair welcomed everyone to the meeting.
2. There were no apologies.
3. The meeting was quorate.

25/02 Conflicts of Interest

1. There were no conflicts of interest.

25/03 Minutes

Decision

1. The minutes of the meeting held on 25 November 2024 were approved as an accurate record.

25/04 Matters Arising

**Paper 25/AC/01
Confidential Unreserved**

25/05 Internal Audit

**Paper 25/AC/02
Confidential Unreserved**

1. **Progress Report**

2. UUK Accommodation Code of Practice

25/06 Review of 2023/24 internal audit management actions **Paper 25/AC/03**
Confidential Unreserved

25/07 Risk Tolerance statement **Paper 25/AC/04**
Confidential Unreserved

25/08 Risk Management Group report & risk register **Paper 25/AC/05**
Confidential Unreserved

(Gareth Roberts, Director of Digital Transformation, joined the meeting.)

25/09 Cyber Security report **Paper 25/AC/06**
Confidential Unreserved

(Gareth Roberts left the meeting.)

25/10 Procurement report **Paper 25/AC/07**
Confidential Unreserved

25/11 HEIF audit report – progress report **Paper 25/AC/08**
Confidential Unreserved

End of Part 1

Part 2: for noting or taken as approved

25/12 Insurance report **Paper 25/AC/09**
Confidential Unreserved

25/13 Public Information Disclosure Act and the University's Fraud policy **Confidential Unreserved**

25/14 Reports from the National Audit Office (NAO) or Office for Students (OfS) **Open**

Links to these had been provided to members.

25/15 Serious and reportable incidents **Confidential Unreserved**

25/16 Whistleblowing report **Confidential Unreserved**

End of Part 2

(Internal and External Auditors left the meeting at this point.)

(Mike Gaston left the meeting.)

Part 3:

25/17 Internal and External auditor evaluations

**Paper 25/AC/10
Confidential Unreserved**

25/18 Internal audit contract

**Paper 25/AC/11
Confidential Unreserved**

25/19 Next meeting in 2024/25

Monday 23 June 2025 17:00hrs – On campus: Silver Birch Suite, Spark Building

The meeting closed at 18:30 hrs.