



Minutes of the 18 February 2022 meeting (held via Teams)

Present: Nick Whitaker (Chair)
Qari Asim, Rob Purdy

In attendance: Andrew Bush (KPMG)*, Professor Phil Cardew*, Sarah Coll*, Phil Harrison, Kate Harvey (Secretary), Alison Kennell, Arvinder Khela (KPMG)*, Tracey Lancaster, Adam Makda (KPMG), Heather Paver*, Professor Peter Slee, Caroline Thomas

Apologies: Professor Christina Hughes, Barry Matthews

Secretary's note: prior to the meeting, members of the Audit Committee met with the internal auditors (KPMG) without any University colleagues present.

PRELIMINARY ITEMS

Declaration of interest

071.2122 No declarations of interest were made.

Minutes

072.2122 The Committee agreed that the minutes of its meeting on 05 November 2021 were an accurate record.

Matters arising

073.2122 The Committee agreed that an update on the review of the first year of implementation of the Academic Engagement Policy would be submitted to the next meeting.

Chair's Action

Minute 074.2122 is exempt from publication under the provisions of Section 43 (Commercial Interests) of the Freedom of Information Act 2000.

074.2122 (a) [REDACTED]

075.2122 The Committee ratified the action taken by the Chair.

RISK MANAGEMENT

University Risk Register

Minute 076.2122 is exempt from publication under the provisions of Section 41 (Information provided in confidence) of the Freedom of Information Act 2000

076.2122

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(g) [Redacted]

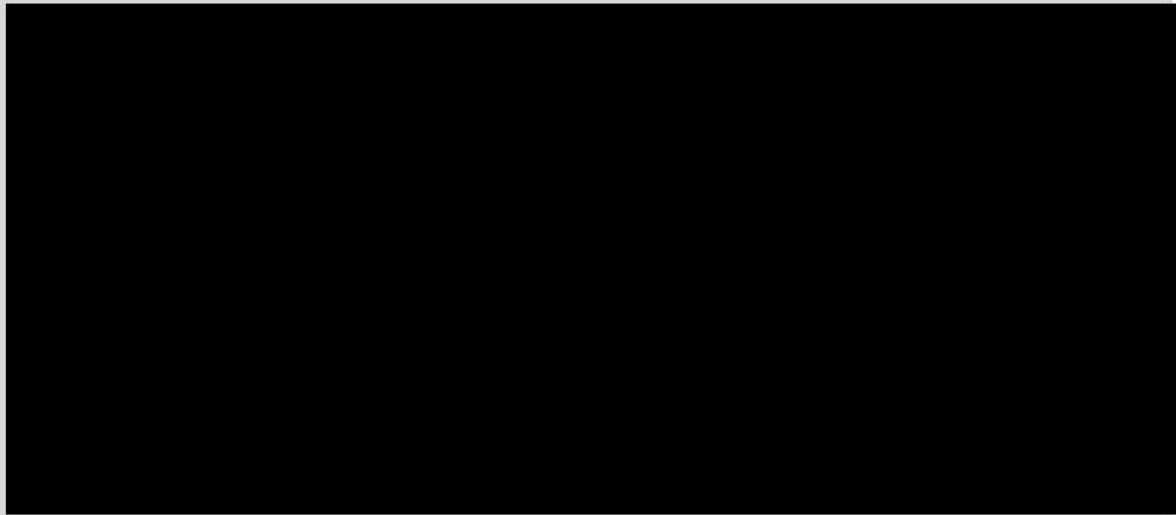
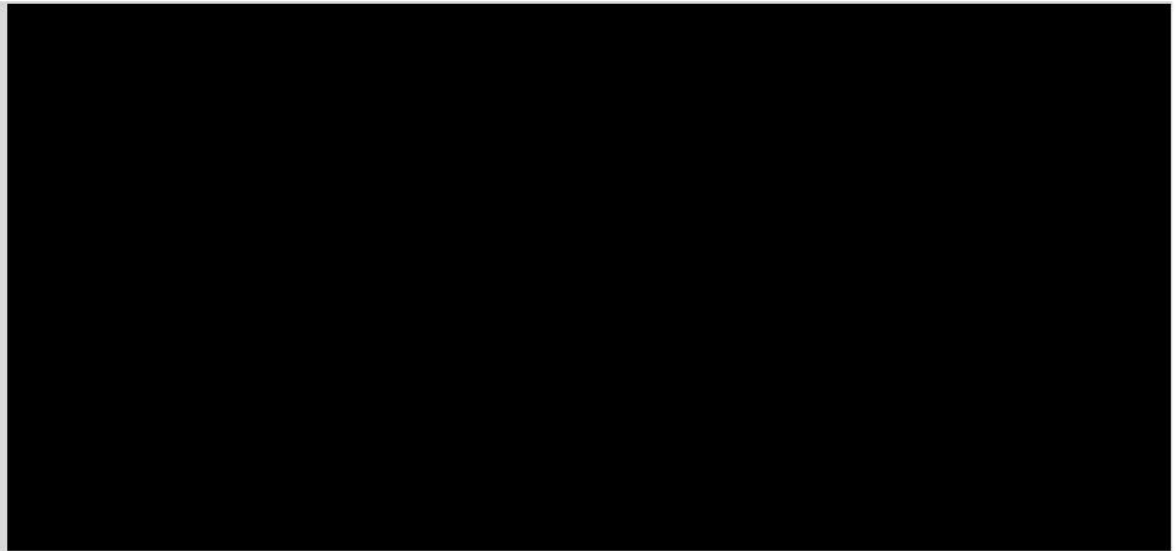
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Risk Management Deep Dive: HR

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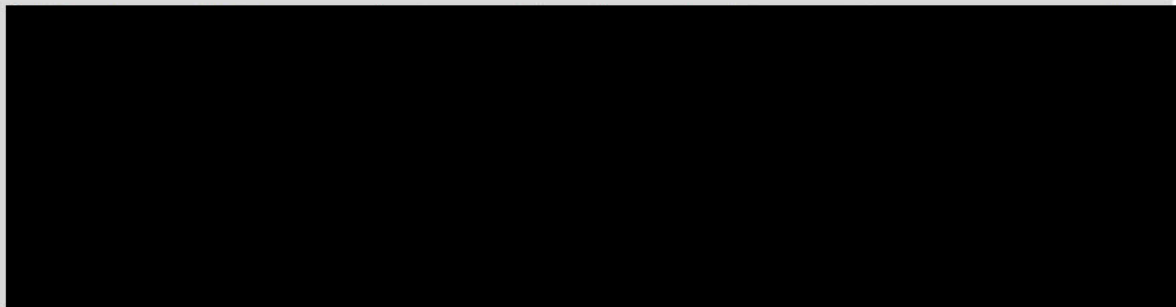
Heather Paver left the meeting.

Update on Degree Apprenticeships, OfSTED and ESFA actions and preparation

This item was followed by the presentation of the Internal Audit Report on Student Wellbeing, with the Associate Director for Student Services also in attendance.

Minute 078.2122 is exempt from publication under the provisions of Section 41 (Information provided in confidence) of the Freedom of Information Act 2000

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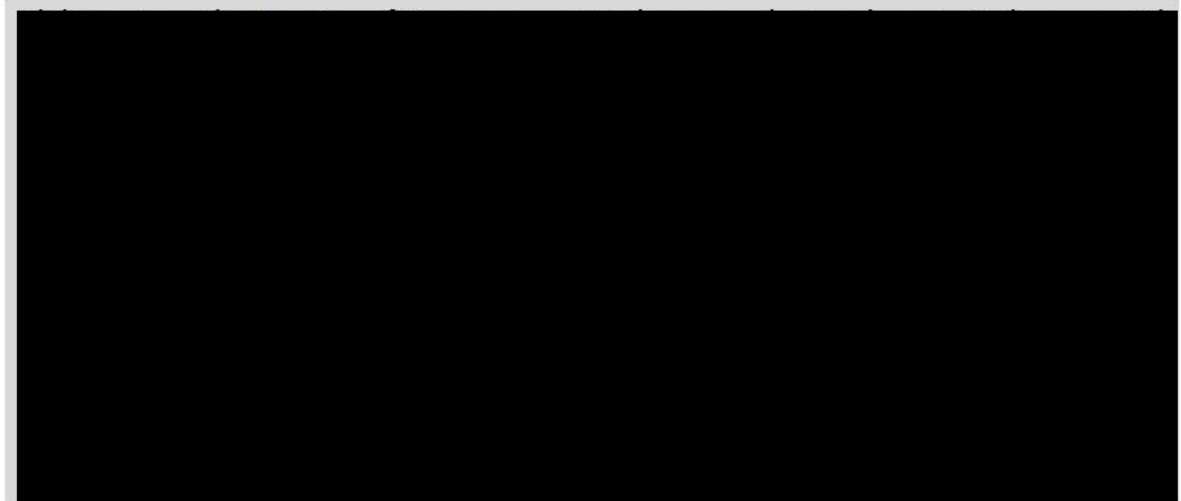


FINANCIAL MATTERS

Annual review of Financial Regulations

Minute 079.2122 is exempt from publication under the provisions of Section 43 (Commercial Interests) of the Freedom of Information Act 2000.

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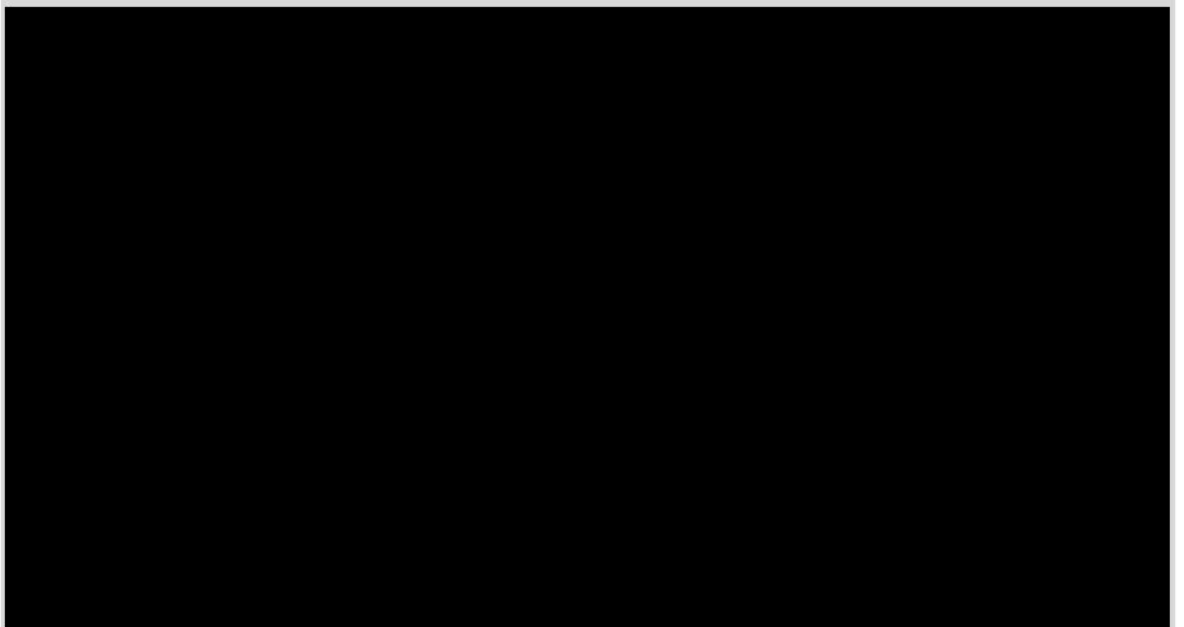
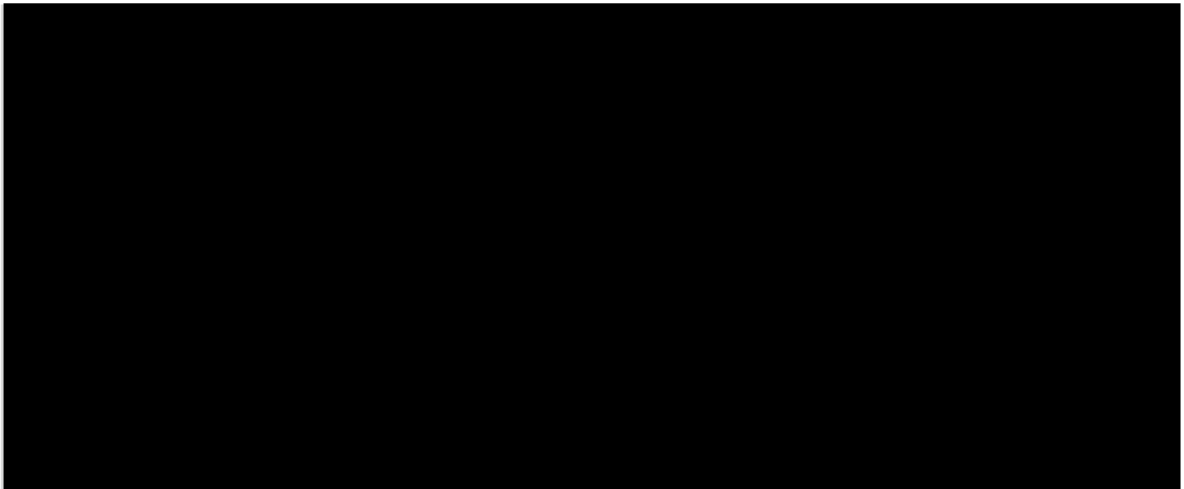


080.2122 The Committee **resolved** to endorse the proposed amendments to the Financial Regulations and recommend them for the Board's approval at its meeting on 11 March 2022.

Transparent Approach to Costing (TRAC) return

Minute 081.2122 is exempt from publication under the provisions of Section 43 (Commercial Interests) of the Freedom of Information Act 2000.

081.2122



082.2122 The Committee **resolved** to approve the TRAC Return.

Annual Procurement Report

Sarah Coll, Head of Procurement, joined the meeting. The Committee considered the Internal Audit Report on Creditors following this item with the Head of Procurement in attendance.

Minute 083.2122 is exempt from publication under the provisions of Section 41 (Information provided in confidence) of the Freedom of Information Act 2000

083.2122





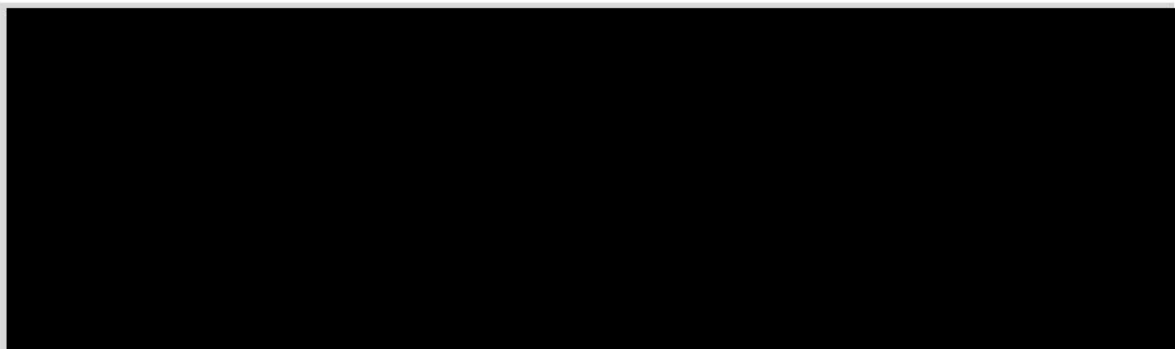
Sarah Coll left the meeting.

INTERNAL AUDIT

Internal Audit Progress Report

Minute 084.2122 is exempt from publication under the provisions of Section 43 (Commercial Interests) of the Freedom of Information Act 2000.

084.2122

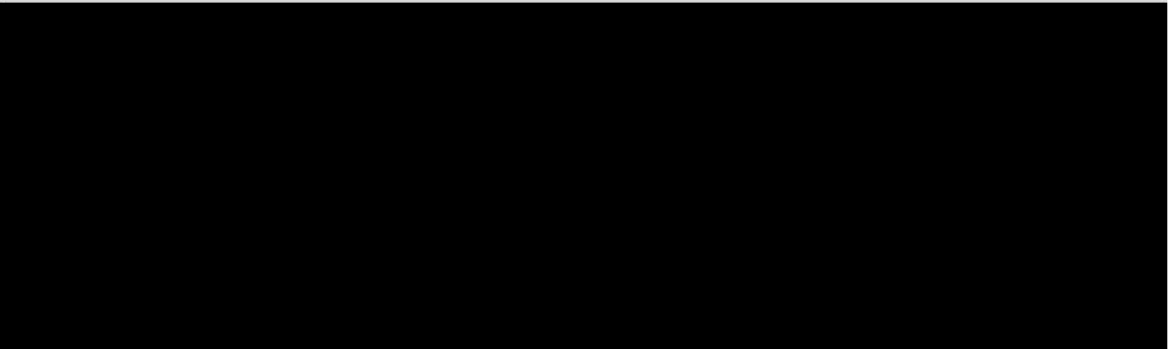
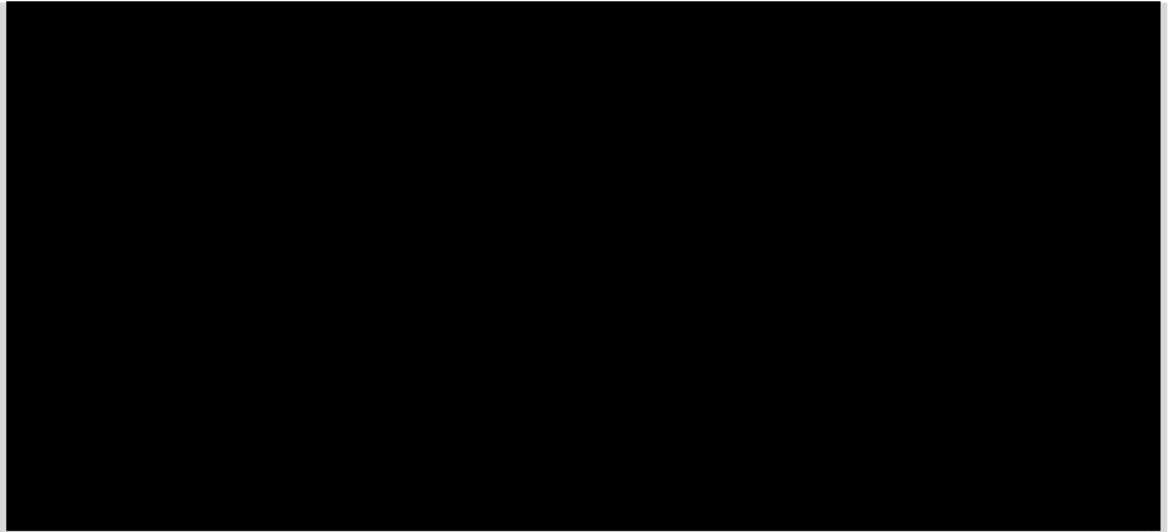


Internal Audit Report of Student Health and Wellbeing

This item was taken after the update on Degree Apprenticeships, OfSTED and ESFA with Professor Phil Cardew in attendance. Jo Jones, Associate Director for Student Services, also joined the meeting for this item.

Minute 085.2122 is exempt from publication under the provisions of Section 43 (Commercial Interests) of the Freedom of Information Act 2000.

085.2122



Professor Phil Cardew and Jo Jones left the meeting.

Internal Audit Report of Creditors

This item was taken after the Annual Procurement Report, with Sarah Coll in attendance.

Minute 086.2122 is exempt from publication under the provisions of Section 43 (Commercial Interests) of the Freedom of Information Act 2000.

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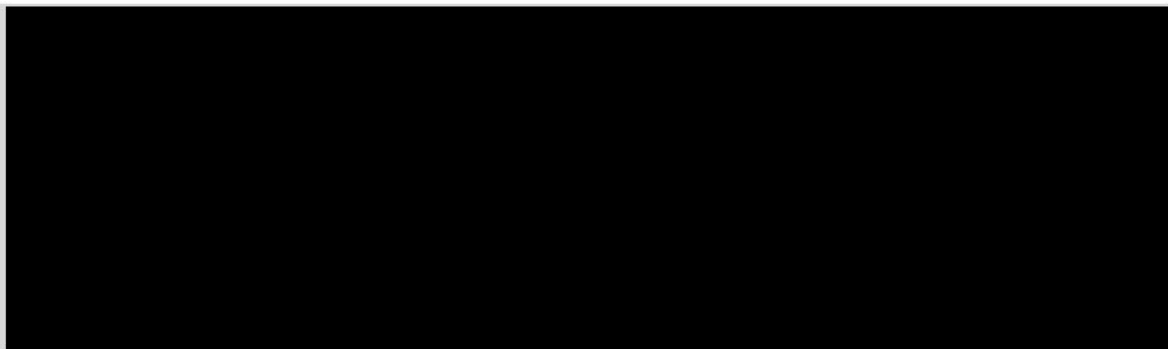


GOVERNANCE AND COMPLIANCE

Reportable Events: Update Report

Minute 087.2122 is exempt from publication under the provisions of Section 41 (Information provided in confidence) of the Freedom of Information Act 2000

087.2122



Update on Data Amendment Process

088.2122 The Deputy Secretary reported that there was nothing further to update the Committee on at the time of meeting, as the University was waiting for further communication from the OfS.

Policy and Procedure for Engaging the University's Auditors for "Non-Core" Audit Services

089.2122 The Deputy Secretary presented the Policy and Procedure, which had been developed in order to ensure that auditor independence and objectivity was not compromised. It would apply to any procurement of professional services for which use of the University's current Internal or External Auditors might be considered. This was in line with the Committee of University's Chairs' Higher Education Audit Committees Code of Practice.

090.2122

The Committee resolved to approve the Policy and Procedure.
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OTHER BUSINESS

Schedule of meetings and business 2021/22

091.2122 The Committee noted its schedule of meetings and business.

Date of next meeting

092.2122 The next meeting of the Audit Committee would be held 10:00 – 13:00 on Friday 22 April 2022 via Microsoft Teams. This would be preceded by a pre-meeting of the governors and the auditors from 09:30.

Other business

093.2122 No other business was raised.

Confirmed by the Committee as a correct record and signed by the Chair:

Signed: _____ Date: _____

RESERVED BUSINESS (members and University Executive)

Andrew Bush, Arvinder Khela and Adam Makda left the meeting.

Secretary's note: Minute 094 is exempt from publication under section 43 (Commercial interests) of the Freedom of Information Act 2000.

