

Minutes of the **Audit Committee**  
Held on Tuesday 7<sup>th</sup> February 2023

Present: Kathy Newman (Chair), Pradeep Bhardwaj, John Dernie, Richard Hewitson, Monica Lawson, Rob Stokes

With: Louise Tweedie, RSM  
Richard Bott, Mazars  
Guy Gorvett, Mazars  
Carole Kitching, Principal  
Stephen Horrobin, Deputy Principal Finance and Resources  
Marc Webb, Deputy Director of Finance  
Ian Hole, Director of Resources (minutes 124 – 127 only)  
Tracy Scaife, Head of Governance

124. Apologies for absence – received from John Arnott

125. Disclosures of Interest – none received.

126. IT Annual Review and update – confidential minutes (part 1) refer.

127. Critical Systems Annual Review – confidential minutes (part 1) refer.

128. Risk management update – confidential minutes (part 1) refer.

129. Risk Management Group update – confidential minutes (part 1) refer.

130. Internal Audit reports: Benchmarking 2021/22; IT Assignment Report 2022/23: Progress Report 2022/23 – confidential minutes (part 1) refer.

131. Audit Action Log – confidential minutes (part 1) refer.

132. Minutes of the last meeting held on 8<sup>th</sup> November 2022 and matters arising – agreed as a correct record. No matters arising.

133. Audit committee outstanding actions – received and noted.

Actions relating to minutes 59, 71, and 88 are complete and can be removed from the outstanding actions list. Mandatory staff training (minute 91) deferred to May meeting but discussed beforehand with John Arnott. KPIs (minute 110) to be presented to the May meeting.

***ACTIONS:*** TS to add mandatory staff training to May 2023 agenda; KN to discuss mandatory staff training with JA; KPIs to be considered by May 2023 meeting.

134. Fraud, Irregularity and Whistleblowing update – no issues to report.

135. Any other business – none raised.

136. Date of next meeting – Tuesday 23<sup>rd</sup> May 2023 at 4.00pm

137. Appointment of External Auditors – confidential minutes (part 2) refer.

138. Confidential minutes of the last meeting held on 8<sup>th</sup> November 2022 and matters arising – confidential minutes (part 2) refer.