



## Audit Committee Meeting

To be held on Tuesday 25 June 2019 at 5.30pm

In The Source, All Saints' Building, Worcester

### AGENDA

Item:	Page:	Lead:
17.1 <b>Apologies</b>		Clerk
17.2 <b>Declarations of Interest</b>		Chair
i) Members are asked to <b>declare</b> any Interests, financial or otherwise, which they may have in any Agenda Item		
17.3 <b>Audit Committee Concerns</b>		Chair
i) Members are invited to raise any issues which they wish to discuss in the absence of College Management and Auditors		
<i>The auditors will join the meeting at this point</i>		
17.4 <b>Auditor Concerns</b>		Chair
i) Auditors are invited to raise any issues which they wish to discuss in the absence of College Management		
<i>Members of the College Executive will join the meeting at this point</i>		
17.5 <b>Minutes of the Previous Meeting</b>	5	Clerk
i) To <b>approve</b> the Minutes of the meeting held on 5 March 2019		
17.6 <b>Matters Arising</b>	14	Chair
i) To <b>monitor</b> action taken, and remaining to be taken, in respect of Matters Arising from the Minutes of previous meetings		
17.7 <b>Determination of any other Urgent Business</b>		Chair
17.8 <b>Risk Register and Assurance Framework</b>		
i) <b>Strategic Risk Register – Summer Term Update</b>	16	VPDCEO
To <b>monitor</b> the College Risk Register	19	
ii) <b>Further Education Risk Register Analysis - Managing risks effectively, efficiently and proportionally – 2019 analysis</b>		RSM
To <b>advise</b> the Corporation on the Report from RSM	32	
17.9 <b>Subcontracting</b>		
i) <b>Partner Audit &amp; Assurance Visits</b>	64	DFDEC/ ACM

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	To <b>consider</b> the report which provides an overview of audit and assurance activity conducted with external partners contracted through the College's Three Counties Consortium		
<b>17.10</b>	<b>Internal Audit Reports</b> To <b>advise</b> the Corporation on the Internal Audit Reports from RSM and management's responses to these		<b>RSM</b>
<b>i)</b>	Progress Report	<b>To Follow</b>	
<b>ii)</b>	Learner Number Systems: Compliance Testing	<b>67</b>	
<b>iii)</b>	Follow up	<b>95</b>	
<b>iv)</b>	Student Support Arrangements	<b>112</b>	
<b>v)</b>	Higher Education Framework	<b>To Follow</b>	
	<i>The Director, Funding, Data and External Contracts and the Assurance and Compliance Manager will leave the meeting at this point</i>		
<b>17.11</b>	<b>Internal Audit Service Strategy and Annual Plan</b>	<b>132</b>	<b>RSM</b>
<b>i)</b>	<ul style="list-style-type: none"> <li>To <b>consider</b> the Internal Audit Strategy for 2019/20 - 2021/22 and Plan for 2019/20,</li> <li>To <b>advise</b> the Corporation on the scope and objectives of the work of the Internal Auditors and</li> <li>To <b>recommend</b> the Internal Audit Strategy and Plan for 2019/20 to the Corporation for approval</li> </ul>		
<b>17.12</b>	<b>2018/19 Financial Statements Audit</b>	<b>149</b>	<b>KPMG</b>
<b>i)</b>	To <b>advise</b> the Corporation on the scope and objectives of the work of the external auditor		
<b>17.13</b>	<b>College accounts direction 2018 to 2019 - Financial reporting requirements for sixth-form and further education colleges</b>	<b>183 &amp; SP</b>	<b>Clerk</b>
<b>i)</b>	To <b>receive</b> the College accounts direction 2018 to 2019, for use by "governors as charity trustees"		
<b>17.14</b>	<b>Department for Education (DfE) Governance Guide - Follow Up</b>		<b>Clerk</b>
<b>i)</b>	<b>UK Corporate Governance Code</b> To <b>consider</b> the extent of College compliance with the UK Corporate Governance Code	<b>185 SP</b>	
<b>17.15</b>	<b>Post-16 Audit Code of Practice 2018 to 2019</b>	<b>201</b>	<b>Clerk</b>
<b>i)</b>	To <b>receive</b> the replacement for the Post 16 Audit Code of Practice 2017 - 2018 and <b>consider</b> its implications	<b>SP</b>	
<b>17.16</b>	<b>Value For Money Policy</b>	<b>203</b>	<b>DF</b>
<b>i)</b>	To <b>review</b> changes to the <b>Value for Money Policy</b> and to <b>recommend</b> them to the Corporation for approval	<b>SP</b>	
<b>17.17</b>	<b>Whistleblowing Procedure</b>	<b>-</b>	<b>Clerk</b>
<b>i)</b>	To <b>note</b> the position of the Whistleblowing Procedure		
<b>17.18</b>	<b>CONFIDENTIAL ITEMS</b>		
<b>-</b>			
<b>17.21</b>			

<b>Item:</b>	<b>Page:</b>	<b>Lead:</b>
See separate Agenda and Papers		
<b>17.22 Any Other Urgent Business</b>		<b>Chair</b>
<b>17.23 Date and Time of Next Meeting</b>		<b>Chair</b>
i) Tuesday 19 November 2019, 5.30pm, The Source, All Saints' Building, Worcester		
<b>17.24 Audit Committee Self Assessment</b>	<b>204</b>	<b>Chair</b>
i) To <b>conduct</b> the self assessment of performance in 2018/19		

Sue Frost  
Clerk to the Corporation  
16 May 2019  
Last update: 11 June 2019