



## Audit Committee Meeting

**To be held on Tuesday 30 June 2020 at 5.30pm  
through Microsoft Teams**

### AGENDA

Item:	Page:	Lead:
<b>20.1 Apologies</b>	–	Clerk
<b>20.2 Declarations of Interest</b> Members are asked to <b>declare</b> any Interests, financial or otherwise, which they may have in any Agenda Item	–	Chair
<b>20.3 Audit Committee Concerns</b> 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>	–	Chair
<b>20.4 Auditor Concerns</b> 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>	–	Chair
<b>20.5 Minutes of the Previous Meeting</b> To <b>approve</b> the Minutes of the meeting held on 4 March 2020	4	Clerk
<b>20.6 Matters Arising</b> To <b>monitor</b> action taken, and remaining to be taken, in respect of Matters Arising from the Minutes of previous meetings	11	Chair
<b>20.7 Determination of any other Urgent Business</b>		Chair
<b>20.8 Risk Register and Assurance Framework</b> <b>Strategic Risk Register – Summer Term Update</b> To <b>monitor</b> the College Risk Register	14 16	VPDCEO
<b>20.9 Internal Audit Reports</b> To <b>advise</b> the Corporation on the Internal Audit Reports from RSM and management's responses to these		RSM
a. Progress Report	34	
b. Quality Assurance Systems	51	
c. Key Financial Controls	61	
d. Student Support Arrangements - Employability & Careers Strategy	74	
e. Learner Number Systems: Adult Education Budget (AEB)	83	
f. Follow up	101	

<b>Item:</b>	<b>Page:</b>	<b>Lead:</b>
<b>20.10 Internal Audit Strategy 2020 – 2023 &amp; Internal Audit Plan 20/21</b> To <b>consider</b> the Internal Audit Strategy for 2020-2023 To <b>review</b> the Internal Audit Plan and <b>recommend</b> to the Corporation for approval.	<b>112</b>	<b>RSM</b>
<b>20.11 Audit Tenders</b> To <b>note</b> the arrangements proposed for the tenders of Internal and External Audit appointments	<b>128</b>	<b>DF</b>
<b>20.12 Financial Regulations</b> To <b>review</b> the revised Financial Regulations and to <b>recommend</b> them to Corporation for approval	<b>130</b> <b>131</b>	<b>DF</b>
<b>20.13 Audit Plan 2019/20</b> To <b>advise</b> the Corporation on the scope and objectives of the work of the external auditor	<b>171</b>	<b>KPMG</b>
<b>20.14 College accounts direction 2019 to 2020 - Financial reporting requirements for sixth-form and further education colleges</b> To <b>receive</b> the College accounts direction 2019 to 2020, for use by “governors as charity trustees”	<b>203</b>  Portal	<b>Clerk</b>
<b>20.15 FE Commissioner Investigation Reports</b> To <b>consider</b> the updates from the report.	Verbal	<b>Clerk</b>
<b>20.16 Post-16 Audit Code of Practice 2019 to 2020</b> To <b>receive</b> the replacement for the Post 16 Audit Code of Practice 2018 - 2019 and <b>consider</b> its implications	Verbal	<b>Clerk</b>
<b>20.17 CONFIDENTIAL ITEMS</b> -		
<b>20.20</b> See separate Agenda and Papers		
<b>20.21 Any Other Urgent Business</b>		<b>Chair</b>
<b>20.22 Date and Time of Next Meeting</b> Tuesday 1 December 2020, 5.30pm, via Microsoft Teams		<b>Chair</b>