



Audit Committee Meeting

To be held on Thursday 26 June 2025 at 5.30pm
The Source, All Saints Building, Worcester

MAIN AGENDA

Timings are approximate, and papers will be taken as read in advance of the meeting.

Strategic Themes	01 Purpose	02 Place	03 People	04 Prosper	05 Potential	06 Partnership	07 Planet
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Item:	Start Time:		Purpose	Link to Strategy 7 P's	Main Page Number	Reading Room	Lead:
35.1	5.30pm	Welcome and Apologies	Note		-		Clerk
		Declarations of Interest Members are asked to declare any Interests, financial or otherwise, which they may have in any Agenda Item	Note	-	-		Chair
-		Members of the College Executive & Auditors will leave the meeting at this point					
35.2	5.35pm	Audit Committee Concerns Members are invited to raise any issues which they wish to discuss in the absence of College Management and Auditors	Raise	-	-		Chair
-		Auditors will join the meeting at this point					
35.3	5.40pm	Auditor Concerns Auditors are invited to raise any issues which they wish to discuss in the absence of College Management	Raise	-	-		Chair
-		Members of the College Executive will join the meeting at this point			-		
35.4	5.50pm	Minutes of the Previous Meeting To receive the approved minutes of the meeting held in June 2024	Receive	-	-	Yes	Chair
35.5	5.55pm	Matters Arising To monitor action taken, and remaining to be taken, in respect of Matters Arising from the Minutes of previous meetings	Monitor	-	5		Chair
35.6	6pm	Determination of any other Urgent Business	Note	Prosper	-		Chair

External Audit							
35.7	6.05pm	External Audit Plan To receive the scope and objectives of the work of the external auditor	Receive		8		Bishop Fleming
Internal Audit – RSM							
35.8	6.15pm	Internal Audit a) Internal Audit Reports: a) Progress Report b) Key Financial Controls Strategic & Financial Planning c) Learner Numbers d) Follow Up e) Quality Assurance Systems	Receive / For Information	Purpose, Place, People, Prosper, Partnership, Potential, Planet	28 66 79 117 137	- - - - -	RSM
	6.30pm	b) Internal Audit Reports: Update on GDPR Audit	Receive		153	-	CC
	6.40pm	c) Verbal Update from Lead Governor IT & Digital – (Assurance Item) – Disaster Recovery & Business Continuity Plan			-	-	Lead Governor IT & Digital
6.45pm RSM Leave Meeting + 5 Minute Break							
WBG Join Meeting							
Internal Audit							
35.9	6.50pm	Introduction and Presentation from WBG & Audit Needs Assessment 25/26	Receive	Purpose, People	-		WBG
			Review & Recommend For Corporation Approval	Purpose, Place, People, Prosper, Partnership, Potential, Planet	159		WBG
Risk							
35.10	7.20pm	Strategic Risk Register To monitor the College Risk Register and to recommend its approval to Corporation	Review & Recommend For Corporation Approval	Purpose, Place, People, Prosper, Partnership, Potential, Planet	203		CC
Governance & Committee Business							
35.11	7.30pm	Terms of Reference 25/26	Recommend For Corporation Approval	Purpose, People	212		Clerk
35.12	7.35pm	Cycle of Business 25/26	Recommend For Corporation Approval	-	218		

Sector Updates							
35.13	7.40pm	<p>To note there have been changes to DfE guidance that will be applicable to Committee:</p> <ul style="list-style-type: none"> • Regularity Self-Assessment Questionnaire • College Accounts Direction 2024/25 • Framework for Auditors & Reporting Accountants of Colleges <p>These will be reviewed over the Summer and revisions made to key documents as appropriate.</p>	To Note	-	-	-	Clerk
35.14	7.45pm	Meeting Effectiveness & Reflections	Note	-	-	-	Clerk
35.15	7.50pm	Any Other Business	Note	-	-	-	Chair
		<i>Auditors will leave the meeting at this point</i>					
		<i>Confidential Agenda – Committee Members and College Management will remain in the meeting at this point.</i>					
		Date and Time of Next Meeting: 25 November 2025, 5.30pm – Onsite at All Saints Building, Worcester					