



Audit Committee Meeting

To be held on Monday 12 June 2017 at 5.30pm

In The Source, All Saints' Building, Worcester

AGENDA

Item:		Page:	Lead:
11.1	Apologies		Clerk
11.2	Declarations of Interest		Chair
i)	Members are asked to declare any Interests, financial or otherwise, which they may have in any Agenda Item		
11.3	Audit Committee Concerns		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>		
11.4	Auditor Concerns		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>		
11.5	Minutes of the Previous Meeting	4	Clerk
i)	To approve the Minutes of the meeting held on 6 March 2017		
11.6	Matters Arising	12	Chair
i)	To monitor action taken, and remaining to be taken, in respect of Matters Arising from the Minutes of previous meetings		
11.7	Determination of any other Urgent Business		Chair
11.8	Risk Register and Assurance Framework Risk Presentation on English and Maths		VPCQ
	General brief for Presentations:	To follow	
	<ul style="list-style-type: none"> • Your approach to risk management and how it is embedded within your department / areas of responsibility. • The process undertaken in reviewing, scoring / categorising risks under your ownership and how feedback from the embedding of risk management within your department influences this scoring • How you are managing and mitigating risks (controls in place, mitigating actions and improvement actions) • How you make use of internal and external assurance frameworks in risk management 		

Item:	Page:	Lead:
11.9 Strategic Risk Register – Summer Term Update	14	VPCR
i) To monitor the College Risk Register and to recommend it to the Corporation for approval		
11.10 Internal Audit Reports		RSM
To advise the Corporation on the Internal Audit Reports from RSM and management’s responses to these		
i) Progress Report	17	
ii) Risk Management and Assurance	40	
iii) Learner Voice	56	
iv) Apprenticeships - Key Controls	75	
v) Quality Assurance Systems and Curriculum Implementation Framework	97	
11.11 Internal Audit Service Strategy and Annual Plan	115	RSM
i) To consider the Internal Audit Service Strategy for 2017/18 - 2019/20 and Plan for 2017/18 and to recommend the Internal Audit Service Strategy for 2017/18 - 2019/20 and Plan for 2017/18 for Corporation approval		
11.12 2016/17 Financial Statements Audit	135	GT
i) To advise the Corporation on control issues arising from the Financial Statements Audit planning and on management’s response to these		
11.13 Post-16 Audit Code of Practice 2016 to 2017	162	Clerk
i) To receive the replacement for the Joint Audit Code of Practice		
11.14 Education and Skills Funding Agency Chief Executive Letter to College Accounting Officers	Paper to follow	
i) To discuss matters raised and consider assurance provided		
CONFIDENTIAL ITEMS		
<i>Items 11.15 – 11.22 are recorded as Confidential Items</i>		
11.23 Any Other Urgent Business		Chair
11.24 Date and Time of Next Meeting		Chair
i) Tuesday 21 November 2017, 5pm, The Bubble, Osprey House, Redditch		

Sue Frost
Clerk to the Corporation