



## Audit Committee Meeting

To be held on Monday 5 March 2019 at 5.30pm

in 02.03 Osprey House, Redditch  
following Audit Committee training at 4.30pm

### AGENDA

Item:		Page:	Lead:
16.1	<b>Apologies</b>		CC
16.2	<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		
16.3	<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>		
16.4	<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>		
16.5	<b>Minutes of the Previous Meeting</b>	4	Chair
i)	To <b>approve</b> the Minutes of the meeting held on 20 November 2018		
16.6	<b>Matters Arising</b>	13	Chair
i)	To <b>monitor</b> action taken, and remaining to be taken, in respect of Matters Arising from the Minutes of previous meetings		
16.7	<b>Determination of any other Urgent Business</b>		Chair
16.8	<b>Risk Register and Assurance Framework Effective Monitoring of Student Progress</b>		
i)	To <b>receive</b> a presentation from Claire Barton, Director of Quality, HE and Professional		DQHEP
	<i>The Director of Quality, HE and Professional will leave the meeting at this point</i>		

<b>Item:</b>	<b>Page:</b>	<b>Lead:</b>
<b>16.9 Strategic Risk Register – Spring Term Update</b>	<b>18</b>	<b>VPDCEO</b>
i) To <b>monitor</b> the College Risk Register and to recommend it to the Corporation for approval		
<b>16.10 Internal Audit Reports</b>		<b>RSM</b>
To <b>advise</b> the Corporation on the Internal Audit Reports from RSM and management’s responses to these		
i) Progress Report	<b>To follow</b>	
ii) Estates Management Framework	<b>35</b>	
iii) Human Resources Controls: Training and Development; Appraisals and Performance Management	<b>56</b>	
iv) Further education - benchmarking of internal audit findings 2017/18	<b>72</b>	
<b>16.11 Whistleblowing, Fraud and Bribery Review</b>	<b>80</b>	<b>DF /CC</b>
i) To <b>oversee</b> the college’s policies on fraud and irregularity and whistleblowing, and ensure the proper, proportionate and independent investigation of all allegations and instances of fraud and irregularity; that investigation outcomes are reported to the audit committee; that the external auditors (and internal auditors where appointed) have been informed, and that appropriate follow-up action has been planned / actioned, and that all significant cases of fraud or suspected fraud or irregularity are reported to the chief executive of the appropriate funding body		
ii) To <b>recommend</b> the revised Whistleblowing Procedure to the Corporation for approval, <b>subject to</b> comments from the Staff Forum		<b>CC</b>
<b>16.12 The Insolvency Regulations</b>	<b>93</b>	<b>CC</b>
i) To <b>consider</b> the implications of the new regime in the light of:		
• The Department for Education’s “Further education bodies: insolvency guidance”	<b>96</b>	
• The Department for Education’s “Regulation of further education colleges”	<b>150</b>	
• The Association of Colleges’ “The College insolvency regime – Q&As”	<b>161</b>	
<b>CONFIDENTIAL ITEMS</b>		
<b>16.13-16.15</b> See separate Agenda and Papers		
<b>16.16 Any Other Urgent Business</b>		<b>Chair</b>
<b>16.17 Date and Time of Next Meeting</b>		<b>Chair</b>
i) Tuesday 25 June 2019, 5.30pm, The Source, All Saints Building, Worcester		

Sue Frost  
Clerk to the Corporation  
10 January 2019  
Last Update: 14 February 2019