

**Tuesday 5<sup>th</sup> March 2019**  
**Meeting Room 075 adjacent to Principal's Office**  
**Refreshments at 5pm. Meeting to commence at 5.30pm**

**AGENDA**

**Invited attendees:**

Mr M Cheetham, Partner RSM Risk Assurance Services LLP (Head of IAS)  
Mrs S Flannery, Principal  
Mr A Taylor, Strategic Director, Financial and Physical Resources  
Mrs M Searle, Head of Finance

1. **Opening Prayer**
2. **Welcome:** Mrs B Meier, new member (foundation governor)
3. **Apologies:**
4. **Committee confidential time with Auditor**
5. **Declarations of interest:**
6. **Minutes of meeting held on 22<sup>nd</sup> November 2018:** for agreement and signing.
7. **Matters arising, other than agenda items**
8. **Action points from previous meetings:**
  - 8.1. Annual report of the Audit Committee – was agreed, signed and reported to full Governing Body on 6<sup>th</sup> December 2018 and a copy submitted to the ESFA
9. **Internal Audit Service: Mr M Cheetham, Internal Audit Service, in attendance**
  - 9.1. **Report of the IAS assignments visit in January 2019** (report included)
  - 9.2. **Insolvency Regime:** to consider any change in working or reporting (item 16 previous meeting)
10. **Internal Audit Action Report** (college report)
11. **Risk Management:**
  - 11.1. Full register and action plan as at February 2019
  - 11.2. Principal to present verbal report on key active internal controls risks & emerging risks.
12. **Board assurance framework:** Design and effectiveness review and recommendations for any updates for current year (current version included)
13. **Internal Audit for 19 – 20:** Initial discussion on recommendations for IAS planning

**14. Auditors Performance Reviews:**

**14.1. Review of the performance of Buzzacott, Financial statements auditors and setting of PI's for year end 2019** (performance indicators questionnaire included)

**14.2. Review of the performance of RSM, Internal Audit Service and setting of PI's for 2019 - 20** (performance indicators questionnaire included)

**15. Committee membership and effectiveness**

**16. Any other business:**

**17. Date of next meeting:** Tuesday 7<sup>th</sup> May 2019

**Distribution:**

Mr N Sheta  
Mrs M Searle

Mr R Vianello  
Clerk

Mr S Ebele  
IAS: Mr M Cheetham

Mrs B Meier  
Mr A Taylor

Mrs S Flannery