

**Tuesday 28th February 2023
5.30pm
To be held remotely via ZOOM video conferencing**

AGENDA

In attendance:

Mr G Thompson, Principal / Accounting Officer (at request of committee)

Mrs M Searle, Director of Finance & Resources (at request of committee)

Mrs E Lewis, Clerk to the Governors

1. **Opening Prayer**
2. **Apologies:**
3. **Declarations of Interest**
4. **Committee time with Auditors if required – no auditors will be present**
5. **Minutes of meeting held on 15th November 2022:** *In papers*, previously circulated on 6th December 2022 and reported to full Board, 8th December 2022; for review and agreement.
6. **Action Points from previous meeting:**
 - 6.1. Annual report of the Audit Committee, 2021 - 2022 – was agreed, signed and presented to the full Governing Body on 8th December 2022; published on the website and filed on time with the ESFA
 - 6.2. Refreshed letter of engagement with Buzzacott – was duly signed and returned
7. **Matters Arising, not covered by agenda items:**
8. **Internal Audit: Planning of Internal Audit risk-based priorities for 2022 – 2023 and 2023 – 2024:** Proposal for Audit of Learner Number System: Mrs Searle
9. **Internal Audit: College Action Report:** *(in papers)*
10. **FMCE¹ improvement plan** – progress report *(in papers)*
11. **Risk Management:**
 - 11.1. To receive updated risk register and policy *(in papers)*
 - 11.2. Principal to present verbal report on key active internal controls risks & emerging risks.
12. **Board Assurance Framework:** To review draft re-design and consider any updates for current year *(draft re-designed Board Assurance Framework in papers)*.
13. **Routine Review of:**
 - 13.1. Anti-Fraud, Corruption, Bribery, Malpractice Policy
 - 13.2. Whistleblowing Policy

¹ Financial Management Control Evaluation

14. Auditors Performance Reviews:

14.1. **Review of the performance of Buzzacott, incumbent External Auditors**
(performance indicators questionnaire *in papers*)

15. Any other business:

16. Review of effectiveness of meeting

17. Date of next meeting: Tuesday 16th May 2023

Distribution:

Mr S Ebele
Mr C Uraih
Mrs M Searle

Mrs B Meier
Mr G Thompson

Mr D Navarro
Clerk