

Tuesday 9<sup>th</sup> May 2017, 5.30pm in 075 Meeting Room / Principal's Office  
Refreshments from 5pm

AGENDA

1. **Opening Prayer**
2. **Apologies:**
3. **Declarations of interest**
4. **Committee time with Auditors**
5. **Minutes of meetings held on 28<sup>th</sup> February 2017:** (Draft circulated 8<sup>th</sup> March 2017 and included in papers) for agreement and signing.
6. **Matters arising, not covered by agenda items**
7. **Regularity and Financial Statements Audits: Mrs Catherine Biscoe, Partner, Buzzacott:** plan for year ending 31<sup>st</sup> July 2017 (in papers)
8. **Risk Management:**
  - 8.1. Updates to full register for note (register and action plan in papers – changes highlighted)
  - 8.2. Principal to present verbal report on key active internal controls risks.
9. **IAS (Internal Audit Service): Mr Tim Lo, RSM UK**
  - 9.1. Internal Audit Strategy / Plan for 2016 – 17: to finalise use of remaining contingency
  - 9.2. Internal Audit Strategy / Plan for 2017 – 18: to receive and review draft scope and plan
10. **Internal Audit Action Report** (not applicable)
11. **Board Assurance Framework:** – Confirmation that the committee is satisfied that the controls are adequate and the cycle of assurance reviews are effective in order to give the appropriate assurance to the Board prior to end of year audit. (Latest updated version in papers)
12. **Committee business:**
  - 12.1. **Timetable of meetings for 2017 – 18** (draft in papers)
  - 12.2. **Review of effectiveness and membership** (questionnaire in papers)
13. **Any other business**
14. **Date of next meeting:** to be agreed under item 12.1

**DISTRIBUTION:**

Mr N Sheta  
RSM UK

Mr R Vianello  
Buzzacott

Mr R Cuthbertson  
Mrs S Flannery

Mr A Taylor

Mrs S Spazzini  
Mrs M Searle

Clerk

