PUBLIC MINUTES OF THE AUDIT COMMITTEE
9 MARCH 2023
Via MS Teams

Present:
Mr A Dover (External Board Member) (Chair)
Mr P Lachecki (External Board Member)
Ms E Narey (External Board Member)
Ms H Ridler (External Board Member)

In Attendance:
Mr K Agnew - IT Systems and Security Manager - up to and including item 8/23
Mr A Bates - Chief Financial Officer
Mr J Billingham - Director of IT and Estates – up to and including item 8/23
Mr M Burgess - Principal
Mr S Harvey - External Board Member - up to and including item 8/23
Ms L Tweedie - RSM
Ms J Cosson - Governance Professional/Clerk to the Board

Apologies:
Ms K Blackbird - External Board Member

Attendance: 83.3% Audit Committee

1/23   Opportunity for Private Business (including with Auditors)

Members were given the opportunity to meet with the Auditors in the absence of the Executive. Members and Auditors confirmed that there were no matters of concern that they wished to raise in the absence of the Executive.

2/23   Apologies

Apologies were received as above.

3/23   Declarations of Interest

None, other than those standing declarations currently recorded on the Register of Interests.

4/23   Confidentiality of Items

As marked (C), due to their commercially sensitive nature, for a period of two years.

5/23   Minutes of the meeting of 24 November 2022

The minutes of the meeting were approved as a true record and signed by the Chair.

6/23   Matters Arising from the Minutes and Actions Matrix (C)

Members reviewed the actions matrix and noted the status update of each item.

7/23   Health and Safety Report (C)

JB presented the Health and Safety Report to January 2023 and the External Health and Safety Management Review carried out in February 2023.

RESOLVED: The Committee noted the reports and the current assessment of the College's Health and Safety arrangements.

8/23   Cyber Security Update including Link Governor Report on CIRP (C)

KA presented the Cyber Security Update. SH attended for this item in his role as Cyber Link Governor.

RESOLVED: Members noted the Cyber Security Update.

SH, JB and KA left the meeting.

9/23   Internal Audit Progress Report (C)

LT provided an update on progress with the Internal Audit Plan.

The HR report has been issued in draft. However, there was a technical issue in submitting it to the College. Four assignments are ongoing at present and the final visit will be completed in April. All reports will be presented to the June meeting. Next year's Internal Audit Plan will be presented to the June meeting to improve the flow of reports through the year.

LT highlighted the following briefings contained in the report:

- Procurement
- ONS reclassification – LT outlined the big picture implications which are potential delays to transactions as a result of certain decisions having to go to the DfE/Treasury for consent, meaning that colleges may not be able to be as agile as previously. RSM will ensure the impact of reclassification is covered where relevant to any review.

RESOLVED: Members noted the Internal Audit Progress Report.

10/23   Risk Management Update (C)

AB presented the Risk Management Report and Review of the Strategic Risk Register. He explained that the Operating Plan presented at Board links to the Risk Register.

The changes to the Risk Register were noted.

RESOLVED: Members noted the Risk Management Update and review of the Risk Register.

11/23 Review of Audit Recommendations Register (C)

Members reviewed the Audit Recommendations Register and received an update from AB as to the current status of each item.

RESOLVED: Members noted the status of and were satisfied with the Audit Recommendations Register.

12/23 Management Update on Reportable Events

There had been no such events since the last meeting.

RESOLVED: The Update on Reportable Events was noted.

13/23 Governance and Regulatory Developments

JC presented a paper which included details of the following matters and the actions to be taken in relation to each of them. The items with particular relevance to the Committee were highlighted.

1. Safeguarding
2. Funding/Financial Sustainability/Audit/Risk
3. OfS
4. Ofsted
5. Curriculum
6. Legislation
7. LSIPs
8. Governance
9. Governor Training and Development

RESOLVED: The Regulatory Developments paper was noted.

14/23 Key Items for GC Board

The Key Items for Board report were discussed, noting any risks to be added/highlighted on the Risk Register.

15/23 Any Other Business
None.

16/23 Date and Time of Next Meeting

14 June 2023 at 5.00pm, C126e Gloucester Campus.