



## NOTES OF THE AUDIT COMMITTEE MEETING

Date: Wednesday 29 March 2023

Time: 5.00pm

Venue: Board Room / Video Conference

Present:

(Meeting not quorate)

Andrew Fawcett (Chair)

Sharon White

In Attendance:

Bill Webster (Principal)

Garry Westwater (Executive Director of Finance)

Danny Harvey (PwC)

Callum Neary (PwC)

Deborah Bradburn (Clerk)

Jill Hebden (Minute Taker)

### 1. SECTION A - BUSINESS MATTERS FOR CONSIDERATION UNLESS INDICATED OTHERWISE

#### 1.1 Welcome to Members/Officers

The Chair welcomed members to the meeting, which commenced at 5.04pm.

#### 1.2 Apologies for absence

Apologies for absence were received from Farhad Ahmad and Chris Ball.

made by the Principal as a Director of Alliance Learning and  
ning Training Ltd.

n item to be unstarred  
were made.



The Committee had a discussion around flexible working practices. There were positives in that it could be attractive in terms of recruitment. However, for the majority of College staff working from home was not an option.

**RESOLVED:**

The Committee noted the internal audit report.

## 2.2 Internal Audit Plan 2022 /23

PwC presented the Internal Audit Plan, highlighting the following point:

- x Business continuity would be reviewed across the Group as a comparison exercise. There was the potential to look at how the Group could work together on this or alternatively it may be advised that each organisation should have its own plan.

**RESOLVED:**

The Committee noted the Internal Audit Plan 2022/23.

## 2.3 Internal Audit Progress Report 2022/23

PwC provided an update on the Internal Audit Progress Report, the following points were highlighted:

- x The human resources review had been completed with the general ledger controls review to be finalised shortly.
- x The stakeholder engagement review was mostly complete with business continuity and group apprenticeships to be commenced.

**RESOLVED:**

The Committee noted the 2022/23 Internal Audit Progress Report.

## 2.4 Outstanding Audit Recommendations: Monitoring Schedule

The Executive Director of Finance presented the monitoring schedule, highlighting the following points:

- x Eight of the fourteen findings had been responded to with three of the procurement review findings to be reported on at the next Audit Committee meeting.
- x The two human resources low risk findings had been recently received. One risk finding related to budget sensitivity analysis was partially accepted and was not an EFSA/DfE requirement. The College was compliant with the three-year forecasting model.

**RESOLVED:**

The Committee reviewed and noted the outstanding audit recommendations report.

**ACTION:**

Procurement audit review findings to be reported at the next Audit Committee meeting.

## 2.5 Sub-Contracting Activity Review

The Principal presented the sub-contracting activity report noting the following points:

- x A review of the College subcontracting arrangement had been presented to the Standards and Performance Committee on 15 March 2023.
- x Assurance was provided to the Audit Committee and Board that the subcontracting arrangement with Shockout Arts continued to fulfil the requirements of the Board ie. it being a strategic Group imperative, the organisation was financially robust and that the quality of provision remained excellent, as reflected at the latest self-assessment review.
- x The College had undertaken an annual appraisal of Shockout Arts with all steps and measures in place at the College for its own provision, having been equally met by Shockout Arts.

**RESOLVED:**

The Committee reviewed and noted the sub-contracting activity review report.

## 2.6 Risk Management / Risk Register

The risk management annual report that summarised the College's approach to risk was presented and discussed. Three minor changes had been made since the previous report related to the ONS reclassification and financial stability.

Governor Questions:

Who makes the decision as to the College's risk appetite?

The appetite would be agreed at Board following a recommendation from the senior management team with the risk register as a standing agenda item at senior management team meetings. The appetite is calculated after looking at any additional actions taken.

Would the College consider a higher appetite to risk for the recruitment of staff?

This will be picked up further at the next senior management team meeting with a review of its current position.

## RESOLVED:

The Committee noted the update to the Risk Management / Risk Register and that it was an accurate reflection of the risks and how those risks were being addressed.

## 2.7 Starred Items

### (i) \*Public Interest Disclosure Policy

The Clerk presented the Public Interest Disclosure Policy for approval by the Committee. The following points were highlighted:

- x A review had been scheduled since the last update in February 2020.
- x An external legal review of the policy had been undertaken

