

Audit Committee

Minutes of the meeting held on 24th February 2021

Present: Steve Brown, Steve Cook, Amanda Fenton, Cllr Denise Thompson

In attendance: Gary Parkinson (College Business Manager), Colin Peaks (Principal), Laura Skarratt (Clerk), Ben Wallis (Vice Principal)

21. Apologies for absence (agenda item 1)

Resolved: There were no apologies received.

22. Declarations of interest (agenda item 2)

Resolved: There were no declarations of interest.

23. Minutes of the meeting held on 18th November 2020 (agenda item 3)

Resolved: The minutes of the meeting held on 18th June 2020 were accepted as a correct record and the Chair authorised to sign.

24. Matters arising from the minutes/action schedule (agenda item 4)

Resolved: No matters arising were received.

25. Audit Committee commissioned business: for information / scrutiny (agenda item 5)

It was agreed that minute 25 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

26. Risk Management: for information (agenda item 6)

It was agreed that minute 26 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

27. Rolling Implementation of Audit recommendations (agenda item 7)

It was agreed that minute 27 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

28. Appointment Process of External Auditors: to agree (agenda item 8)

It was agreed that minute 28 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

29. Financial Controls Self-Assessment: for scrutiny (agenda item 9)

It was agreed that minute 29 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

30. Federation Update (agenda item 10)

It was agreed that minute 30 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

31. Any other business (agenda item 11)

Resolved: No other business was received.

32. Confidential items

Resolved: It was agreed that minutes 23,24,25,26,27,28,29,30 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders).

33. Date of the next meeting (agenda item 12)

Resolved: The date of the next meeting is 16th June 2021, 4:30pm.

Action schedule

Minute no	Title	Action by	Action
5	Audit Commissioned Business Committee	Principal	Find suitable volunteer (Principal or similar) to complete SAR review.
5	Audit Commissioned Business Committee	Clerk	Seek volunteer from the Corporation to fill the Safeguarding Governor role.

Learner impact: All reports and decisions took account of the impact on learners, e.g. gaining assurance that the college remains a going concern.

Audit Committee**Confidential Minutes of the meeting held on
Wednesday 24th February 2021**

It was agreed that the following minutes should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders).

Approved