



**SOUTH GLOUCESTERSHIRE AND STROUD COLLEGE**  
**FURTHER EDUCATION CORPORATION**

**AUDIT COMMITTEE**

There will be a meeting of the Audit Committee  
On Thursday 30th March 2023 at 3.00pm  
To be conducted via Microsoft TEAMS

**AGENDA**

1. **Apologies for Absence**
2. **Declarations of Interest**  
Members are asked to declare any interests, financial or otherwise, which they may have in any agenda item.
3. **Auditor Concerns**  
Auditors are invited to raise any issues which they wish to discuss in the absence of College Management.  
  
*Members of the Senior Management Team to join the meeting at this point.*
4. **Other Items of Urgent Business**
5. **Minutes of Previous Meeting**  
To approve the minutes of the meeting held on 14 November 2022.      Schedule A
6. **Matters Arising From Those Minutes**
  - a) To note Corporation approval of the following:
    - (i) 2021/22 Annual Report of the Audit Committee, including the annual risk management report;
    - (ii) Letter of Support to SGSCSL;
    - (iii) 2021/22 Internal Audit Service Annual Report;
    - (iv) Financial Statement Auditor's Management Letter;      Schedule B
    - (v) SGS College Annual Report and consolidated Financial Statements 2021/22, for signing by the Chair of the Corporation and Group CEO & Executive Principal/Accounting Officer, subject to changes discussed at the meeting.      Schedule C
    - (vi) Annual Report of the Remuneration Committee;
    - (vii) Letter of representation to Bishop Fleming
  - b) To monitor actions on the Audit Committee action log.      Schedule D

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| 7.  | <b><u>WECA Funding Audit</u></b><br>To note.   | Schedule E |
| 8.  | <b><u>Risk Management Report</u></b><br>To note a report.  | Schedule F |
| 9.  | <b><u>Internal Audit</u></b><br>To consider the following reports:   |            |
|     | a) Benchmarking Report 2021/22.  | Schedule G |
|     | b) Framework for Compliance with Legal and Regulatory Requirements: Prevent Duty and preparation for possible Protect Duty.  | Schedule H |
|     | c) Departmental review arrangements – Creative – Stroud Art.   | Schedule I |
|     | d) Human Resources Controls – Annual Conversations.  | Schedule J |
|     | e) Capital and Estates Management Arrangements.  | Schedule K |
|     | f) Progress report 2022/23, including updates against the Internal Audit Protocol.   | Schedule L |
| 10. | <b><u>Counter-Fraud Strategy</u></b><br>To recommend to Corporation for approval.  | Schedule M |
| 11. | <b><u>Financial Policies</u></b><br>To recommend to Corporation for approval.  | Schedule N |
| 12. | <b><u>Gifts &amp; Hospitality Register; Whistleblowing Update; Fraud Register and Fraud Risk Assessment action plan</u></b><br>To review.  | Schedule O |
| 13. | <b><u>Audit Action Plan</u></b><br>To consider.  | Schedule P |
| 14. | <b><u>Re-tendering and Appointment of Internal Audit Service Auditor</u></b><br>To consider a report.  | Schedule Q |
| 15. | <b><u>Appointment of Financial Statements Auditor</u></b><br>Recommend to Corporation the appointment of the Financial Statements Auditor for the current year, for SGS College and SGS Commercial Services Limited, and establish Performance Indicators. | Schedule R |
| 16. | <b><u>Any Other Business</u></b>   |            |
| 17. | <b><u>Key messages for Corporation</u></b><br>To consider.   |            |

18. **Date of Next Meeting**  
Thursday 15 June 2023, 3pm, Microsoft Teams.

Sharon Glover,  
Clerk to the Corporation,  
23 March 2023