



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

**AUDIT COMMITTEE**

There will be a meeting of the Audit Committee  
On Thursday 12 June 2025 at 3.00pm  
Via Microsoft Teams

**Starred Items**

The Chair will ask whether members wish to discuss any of the starred items. If not then it will be assumed that the Committee wishes to agree the recommendations without discussion.

**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 3 April 2025.

Schedule A

6. **Matters Arising From Those Minutes**

To note Corporation approval of the following:

- a) i) Financial Policies.
- ii) Counter-Fraud Strategy and Fraud Response Plan.

- b) To monitor actions on the Audit Committee action log.

Schedule B

7. **Financial Statements Audit Plan 2024/25**

To endorse

Schedule C

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| 8.  | <u><b>Bishop Fleming Letter of Engagement</b></u><br>To recommend to Corporation for approval.   | Schedule D   |
| 9.  | <u><b>Risk Management Report</b></u><br>To receive a report.   | Schedule E   |
| 10. | <u><b>Whistleblowing policy and oral update on the register</b></u><br>To recommend the policy to Corporation for approval.  | Schedule F   |
| 11. | <u><b>Internal Audit</b></u><br>To consider the following reports: <ul style="list-style-type: none"> <li>a) Human Resources and Payroll Arrangements.</li> <li>b) Bursaries Compliance Framework.</li> <li>c) Follow Up Report.</li> <li>d) Progress Report.</li> <li>e) Internal audit needs assessment, strategic plan and annual plan 2025/26 &amp; Internal Audit protocol – to recommend to Corporation for approval.</li> </ul> | Schedule G<br>Schedule H<br>Schedule I<br>Schedule J<br>Schedule K |
| 12. | <u><b>College returns and Assurance processes update</b></u><br>To consider.   | Schedule L   |
| 13. | <u><b>Fraud risk assessment action plan</b></u><br>To consider.  | Schedule M   |
| 14. | <u><b>Audit Action Plan</b></u><br>To consider.  | Schedule N   |
| 15. | <u><b>DfE Framework and Guide (successor to the Post-16 ACOP)*</b></u><br>To note.   | Schedule O   |
| 16. | <u><b>Audit Committee Self-Assessment 2024/2025</b></u><br>To consider.  | Schedule P   |
| 17. | <u><b>Appointment of Auditors (Internal Audit Service)</b></u><br>To assess RSM’s performance for 2024/25 against approved Performance Indicators; recommend appointment of the Internal Audit Service for 2025/26; and establish Performance Indicators for 2025/26.  | Schedule Q   |
| 18. | <u><b>Any Other Business</b></u>   |  |
| 19. | <u><b>Key messages for Corporation</b></u>   |  |

To consider.

20. **Date of Next Meeting**  
Tuesday 16 September 2025, 3pm, via Teams

Sharon Glover,  
Clerk to the Corporation  
5 June 2025