

Tuesday 6<sup>th</sup> March 2018  
Meeting Room 075 adjacent to Principal's Office  
Refreshments at 5pm. Meeting to commence at 5.30pm

**AGENDA**

**Invited attendees:**

Mr M Cheetham, Partner, RSM Risk Assurance Services LLP (IAS)  
Mrs S Flannery, Principal  
Mr A Taylor, Strategic Director, Financial and Physical Resources  
Mrs M Searle, Head of Finance

**Mr R Vianello will chair this meeting**

1. **Opening Prayer**
2. **Apologies:** Mr N Sheta
3. **Committee confidential time with Auditor**
4. **Declarations of interest:**
5. **Minutes of meeting held on 21<sup>st</sup> November 2017:** for agreement and signing.
6. **Matters arising, other than agenda items**
7. **Action points from previous meetings**
8. **Internal Audit Service: Mr Mike Cheetham, Head of Internal Audit Service, in attendance**
  - 8.1. **Report of the IAS assignment visit in January 2018** (report included)
  - 8.2. **Review of plan for GDPR review, May 2018**
9. **Internal Audit Action Report** (college report)
10. **Risk Management:**
  - 10.1. Full register and action plan as at February 2018
  - 10.2. Principal to present verbal report on key active internal controls risks & emerging risks.
11. **Board assurance framework:** Design and effectiveness review and recommendations for any updates for current year (current version included)
12. **Internal Audit for 18 – 19:** Initial discussion on recommendations for IAS planning



**13. Auditors Performance Reviews:**

**13.1. Review of the performance of Buzzacott, Financial statements auditors and setting of PI's for year end 2018** (performance indicators questionnaire included)

**13.2. Review of the performance of RSM, Internal Audit Service and setting of PI's for 2018 - 19** (performance indicators questionnaire included)

**14. Committee membership and effectiveness**

**15. Any other business:**

**16. Date of next meeting:** Tuesday 8<sup>th</sup> May 2018

**Distribution:**

Mr N Sheta  
Mrs M Searle

Mr R Vianello  
Clerk

Mr S Ebele  
IAS:

Mrs S Spazzini  
Mr A Taylor

Mrs S Flannery

