

Brooklands College

Draft Agenda Audit Committee 12th June 2019 at 3pm

1. Action in the event of fire
2. Welcome and apologies
3. Declarations of interest
4. Minutes of the meeting on 13th March and matters arising
 - SCL audit
 - Clerk to send the Internal Auditor details of Governors' GDPR training and the Internal Auditor will update the report in receipt of this.
 - Clerk to update for Capital Strategy Committee 2019/20 Terms of Reference review in the summer term to formalise reporting requirements to FGB.
 - The Vice Principal to include the bank covenant before the Heat Map is tabled at the April FGB
 - The Vice Principal to advise the External Auditor of the SLT changes and the College restructure
5. Internal Audit Reports
 - 5.1 Subcontracting
 - 5.2 Learner Number systems
 - 5.3 Financial Planning and Budget monitoring
 - 5.4 Internal Audit 2017/18 Follow-up Report
 - 5.5 Internal Audit Progress Report 2018/19
 - 5.6 Internal Audit strategy 2019/20
6. Risk Management
 - 6.1 To receive the updated Risk Register
 - 6.2 Heat Map
7. External Auditors
 - 7.1 External Audit Plan 2019/20
8. GDPR
9. Fraud
10. Freedom of Information requests
11. Committee Governance
 - 11.1 Governance QIP
 - 11.2 Committee Terms of Reference
 - 11.3 Business Calendar for 2019/20
 - 11.4 Committee Self-Assessment
12. Chair's business
 - 12.1 Review of Committee Business for Emerging Risks
 - 12.2 Any other business
13. Date of Next Meeting:
 - 23rd October at 8 am
 - 27th November - Joint Audit & Resources at 8a