

Chair	Pam Rowe
Corporation Member	Joanne Roxburgh
Co-opted Member	John Turnbull
In Attendance	Principal & CEO: Paul Stephen Chief Operating Officer (COO): Judith Abbott Deputy CEO: Jamie Purser Finance Director, Pieter Vermeulen RSM, External Audit Service: Hannah Catchpool Scrutton Bland, Internal Audit Service: Paul Goddard / Alice Walker Funding Audit and Compliance Manager: Simeon Gibbons
Clerk to the Corporation	Judith Nelson

Item No	Item of business
PRELIMINARY PROCEDURAL MATTERS	
1.	Chair's Welcome & Opening Remarks The Chair thanked and welcomed all in attendance. A vote of thanks to Joanne Roxburgh, Governor, for her attendance.
2.	Apologies For Absence None
3.	Declaration of Interests None.
4.	<p>a. Minutes of the Last Meeting Held on 30 November 2022 The minutes were approved as a true and accurate record.</p> <p>b. Matters Arising and Action Points from the Meeting No outstanding matters arising.</p>
ITEMS FOR CHALLENGE, MONITORING & REVIEW	
5.	<p>College Audit Compliance Progress Update The Committee received a comprehensive update on the funding and compliance audits undertaken by the College's Funding Audit and Compliance Manager:</p> <p>a. FE Study Programmes The audit showed significant improvements in the sampled students' data, raising 3 potential funding queries representing only 15% of the sample.</p> <p>b. Loans Funding and Advanced Level Provision A much-improved position, compared to previous years. A training development session has been scheduled for 17 March with the Admissions Team to go through the funding methodology.</p> <p>c. Apprenticeships The committee noted the outcome of the audit along with the concerns raised. The Committee also noted the complexities of apprenticeships, and this area is a focal point for the Deputy CEO.</p>

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6.	A1 Sports Investigation Minutes filed in part 2 confidential section.
7.	INTERNAL AUDIT RISK & ASSURANCE REPORTS <ol style="list-style-type: none"> a. Risk & Assurance Progress Report February 2023 <ol style="list-style-type: none"> i. Student mental health audit will now replace GPDR which was scheduled for April. GPR audit will now place in 2023-24. Sub-contracting is scheduled to take place in April. b. Internal Audit Report <ol style="list-style-type: none"> i. Human Resources – Limited assurance opinion with two high risk recommendations which the college agrees and is working to address. This audit was conducted shortly after the new Director of HR and Organisational Development was appointed, and the issues identified are longstanding. ii. Curriculum Planning – Significant assurance opinion with two medium risk recommendations which the college accepts. iii. A third audit of student recruitment and retention has been undertaken and the report issued in draft form with a Significant assurance opinion. This is a considerable improvement from the previous Limited assurance for this area. The final report will be presented at the next meeting.
8.	Risk Register Update The Committee reviewed the risk register position update, noting the following: <ul style="list-style-type: none"> ▪ No new risks have been added since the start of the year. Of the 17 risks identified, four are judged to have reduced in severity at this point in the year while one has increased. ▪ The risk that has increased in severity is ‘Failure fully to deliver (or to mitigate the net impact on shortfall in delivery) on ESF projects, Procured AEB, e-business and Multiply’. While delivery of Multiply is now on track, the College is currently forecasting to miss its budget on Procured AEB and eBusiness by £1.2 million. ▪ Compared with this time last year, fewer risks have reduced in severity reflecting the increasingly challenging financial environment.
9.	Cyber Security/Threats Update Report The Committee was very pleased to note that overall, the College is on track to achieve Cyber Essentials Plus this academic year
10.	Safeguarding & Prevent Update The Committee received a position update on the College’s safeguarding and prevent activities and compliance measures that the College is currently undertaking to keep its learners and staff safe. The report covered: <ul style="list-style-type: none"> ▪ policy updates ▪ an analysis of safeguarding cases ▪ staff and student training ▪ safeguarding software update ▪ student feedback ▪ partnership relations and activities
11.	Year End Audit Findings Status Update As requested by the Chair at the last meeting, the committee reviewed the progress of outstanding actions against the year-end audit findings.
12.	Any Other Business None
13.	Members noted the date of next meeting 13 June 2023 @ 6pm by Teams: