

<b>Group :</b>	AUDIT COMMITTEE	<b>Date:</b>	8/03/2011
<b>Location:</b>	CONFERENCE ROOM, SSFC	<b>Time:</b>	5.30 PM
<b>Attendees:</b>	The Principal Assistant Principal – Resources and Risk Patrick Green – RSM Tenon (Internal Auditor) Clerk to the Corporation	<b>Apologies:</b>	Chris Kalinowski Geoff Parry
<b>Membership:</b>	Chris Fountain (Chair), Adrian Bayling, Karen Burgoyne, Chris Kalinowski, Geoff Parry		

## 18. Declarations of Interest

There were no declarations of interest.

### Minutes

## 19. Resolved:

That the Minutes of the meeting of the Audit Committee held on 16 November 2010 be approved as a correct record.

### Matters Arising

## 20. Audit Recommendations Tracking Report (Resolution 9)

Pursuant to the preamble to Resolution 9, the Assistant Principal, Resources and Risk, advised that the Personnel Committee would give consideration to adding a section on vicarious liability in the Code of Conduct Policy at its next meeting in June.

### Risk Management – Top Risks 2010/11 and Year to Date Amendments to Risk Register (Appendix 11/11)

The Assistant Principal, Resources and Risk, submitted a report on Top Risks for 2010/11 and a summary of decisions agreed by the Risk Management Group since the Register was last approved by the Audit Committee in October 2010.

The Chair suggested that it was not necessary to provide as much detail in the summary in future reports.

In response to questions from the Chair, the Assistant Principal gave assurances on the monitoring arrangements which were in place for all budget processes, particularly in the light of savings to be made, and on the frequency of the monitoring of finances which was also scrutinised by the Finance and Estates Committee.

## 21. Resolved:

That the amendments and current risks on the updated Risk Register be noted.

## **Audit Recommendation Tracking Report** (Appendix 12/11)

The Assistant Principal submitted an updated tracking report for the most recent internal audit recommendations

22. Resolved:

That the Audit Tracking Report showing status codes between 1 and 3 – completed or being implemented to meet target, be noted.

## **Internal Audit Reports** (Appendix 13/11)

The Internal Auditor submitted the following reports:

- Framework for Safeguarding
- Strategic Planning
- Estates Management – Planned and Reactive Maintenance
- Internal Audit Progress Report

He advised that there had been good outcomes on all audits. In respect of Estates Management, he commented on the need to formalise contract arrangements with Shropshire Council.

The Internal Auditor drew attention to Additional Feedback – para. 1.5 on page 3 of the Framework for Safeguarding which detailed examples of best practice for Every Child Matters (Safeguarding) which Colleges should consider when developing their own arrangements. The Principal stated that, under the current financial constraints, and with the need to make severe cuts with immediate effect, it would not be possible to progress or develop many of the examples unless specific funding was made available for them.

In relation to the Progress Report, the Internal Auditor stated that enforcement of the Bribery Act 2010 would be delayed and that updates on the situation would continue to be provided.

The Principal referred to the audit on Strategic Planning and Item 7 on page 6 and advised that the overall success rate for the College had declined from 91% to 88% and not 83.5% as stated.

A Governor requested that all references to Shropshire County Council should in future be amended to refer to Shropshire Council.

23. Resolved:

That the Internal Audit Reports be noted.

24. **Irregularity and Fraud**

There were no issues of irregularity and fraud

25. **Risk**

There were no items of risk arising from the meeting.

26. **Date of Next Meeting** - Tuesday, 7 June 2011 at 5.30 pm