

CENTRAL COLLEGE NOTTINGHAM

AUDIT COMMITTEE

MINUTES OF THE SPECIAL MEETING HELD ON 19 SEPTEMBER 2013

Present: Bill Colley (Chair))
Clive Rix) External
Stephen Russell)
Roger Fletcher) Staff governor

In attendance: John Snow Vice Principal (Corporate Services)
Ian James Clerk to the Corporation

APOLOGIES FOR ABSENCE

1 Apologies were received from Richard Cox.

DECLARATION OF INTERESTS

2 The governors were reminded to declare any interests they may have in items to be discussed at the meeting. No declarations were made.

INTERNAL AUDIT ANNUAL PLAN 2013/14

3 The Committee received the proposed Internal Audit Plan for 2013/14 which had been prepared in discussion between senior management and the Internal Auditor. In view of the relaxation of the requirement for internal audit in the new Joint Audit Code of Practice, the Vice Principal advised that it was not proposed this year to include a specific audit related to governance. In future, it was intended to include risk management and governance in alternate years instead of every year.

4 The governors considered the details of the Plan and after discussion were content that the proposed reviews reasonably reflected the risks to which the College was exposed. However, they felt that the proposed audit of the College's environment and carbon management was less important than the review of risk management. Consequently, they asked for these two audits to be exchanged in terms of timing so that risk management was reviewed in February and the environmental review in March 2014. This would enable the committee to substitute any other audit that might take priority at that stage.

5 The Clerk drew attention to the need for the Plan to be approved by the Board and that the first audit (on Marketing) was due before the next available Board meeting. Consequently, this element of the Plan should be reported to the Board later today and approval obtained for that audit to proceed.

6 The Clerk also commented that, although there was to be no specific audit of governance this year, the Committee were still required by the JACOP to provide assurance to the Board on this area. Consequently, the Internal Auditor would need to be asked whether the proposed audits for 2013/14 would enable an opinion to be given on governance and, if not, consideration would need to be given as to how such assurance was to be obtained.

7 The Committee noted that RSM Tenon had recently been acquired by Baker Tilly although the College had been assured that there would be no change to the current service provided to the College.

8 **Resolved** that, subject to the amendment requested by the Committee in minute 4 above, the Board be **RECOMMENDED** to approve the Internal Audit Plan and to authorise the Committee to make any alterations they feel are necessary to the Plan during the year

DATE OF NEXT MEETING

9 26 November 2013

Chair

Date