

CORPORATION OF HULL COLLEGE
AUDIT COMMITTEE

**Public Minutes of the meeting
held 3rd August 2022 via Teams**

MEMBERS PRESENT:	Ally Brooks David Flatters Rachel Storr	Governor and Chair of Audit Committee Governor Governor
IN ATTENDANCE:	Wayne Brown Debra Gray Rob Lawson Richard Lewis John Maher Gino Tommasi Lesley Venables	Audit One – Internal Auditor Principal/CEO Chair of the Corporation Designate (observer) – minutes 9 to 29 RSM – External Auditor Audit One – Internal Auditor Vice-Principal (Finance & Resources) Interim Director of Governance
Min. No.		
1	APOLOGIES FOR ABSENCE There were no apologies for absence.	
2	DECLARATIONS OF INTEREST RELEVANT TO THE AGENDA No declarations of interest were received.	
3	MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 28th March 2022 Resolved - That, subject 2 minor typographical amendments, the minutes (Parts 1 and 2) of the meeting held on 28 th March 2022 be approved as a correct record and signed by the Chair.	
4	MATTERS ARISING Governors received an update on the actions identified at the previous meeting and noted that the majority of these had either been completed or were in progress. The Vice-Principal (Finance & Resources) reported that a Health & Safety Committee was being established and that an update would be provided to the next Audit Committee meeting and termly thereafter (minute 3.1 refers). In relation to minutes 3.3 and 3.4 a full review of Risk Management would take place over the summer, with proposals brought to the next meeting.	
INTERNAL AUDIT REPORTS		
5	The Internal Auditor presented the remaining 3 Internal Audit Reports for the 2021/2022 academic year. This item is subject to a separate and confidential minute.	
6	ESFA POST-16 AUDIT CODE OF PRACTICE The Interim Director of Governance presented a report on recent changes to the ESFA Audit Code of Practice, the latest version of which was effective from 1 st August 2021. The Code now aligned to the ESFA’s Good Practice Guide for Audit Committees (featured under a separate agenda item) in terms of the scope and of the work of the internal auditors in relation to college corporations. The amendments included colleges no longer being obliged to inform the ESFA when there has been a routine change in the auditing service, such as at the end of the current contract period and some	

	amendments to the terms of reference for the regularity audit engagement, the Committee's Annual Report to the Board and the Internal Auditor's Annual Report.
7	<p>ESFA GOOD PRACTICE GUIDE FOR AUDIT COMMITTEES</p> <p>Governors received for information a summary of the recent changes to the ESFA's Good Practice Guide for Audit Committees, which now reflected the latest version of the Post-16 Audit Code of Practice.</p> <p>The Committee was now required to explain in its Annual Report if it failed to meet at least 3 times a year and members were charged with robustly and fairly challenging management. The Guide reiterated the requirement for audit committees to ensure that they had the necessary skills, experience and diversity to scrutinise reports and provide challenge.</p> <p>The section on risk management had been strengthened and there was now a greater emphasis throughout on the importance of learner data, cyber security risks. New sections had been added on value for money and committee papers.</p>
8	<p>TERMS OF REFERENCE</p> <p>The Interim Director of Governance reported that she had reviewed the Committee's terms of reference and made a considerable number of amendments to ensure that these complied with the ESFA's Post-16 Audit Code of Practice and the Good Practice Guide for Audit Committees.</p> <p>Resolved - The Corporation be recommended to approve the revised Terms of Reference.</p>
9	<p>ANY OTHER URGENT BUSINESS</p> <p>There was no other business.</p>
10	<p>ITEMS TO BE REPORTED TO THE CORPORATION</p> <p>The Chair summarised the main points of the meeting, which would be reported to the Corporation's September meeting, as follows:</p> <ul style="list-style-type: none"> • Three Internal Audit Reports received on Funding Compliance (Limited Assurance), Sub-Contracting (Substantial Assurance) and Single Central Record (Good Assurance). Committee received assurance from the SMT that the recommendations are being progressed as a matter of urgency and that further training would be provided to staff to reinforce the culture of robust and accurate record-keeping • Received for information the ESFA's Post-16 Audit Code of Practice and Good Practice Guide for Audit Committees. • Revised Terms of Reference were recommended for approval by the Corporation
	<p>DATE AND TIME OF NEXT MEETING</p> <p>8th September 2022</p>

Approved by the Audit Committee at the meeting held on 21st September 2022.