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## THE CORPORATION OF WALTHAM FOREST COLLEGE

### AUDIT COMMITTEE

8 JULY 2020

A meeting of the Audit Committee will be held on Wednesday 8 July 2020 commencing at **18:00**.

Please let me know if you are **unable** to attend.

1 July 2020

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### AGENDA

1. ATTENDANCE OF THE PRINCIPAL AND OTHER COLLEGE MANAGERS AT THE MEETING OF THE AUDIT COMMITTEE

*The Committee is asked to consider inviting the Principal and other College managers to attend the meeting so as to present reports and provide information.*

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF INTERESTS

*Members are asked to make known if they have any interests to declare given the issues included on this agenda.*

4. MINUTES OF THE MEETING OF THE AUDIT COMMITTEE HELD ON 10 MARCH 2020

*The Committee is asked to agree the accuracy of these minutes so that they may be signed by the Chair as a correct record.*

5. MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE AUDIT COMMITTEE HELD ON 10 MARCH 2020

*This item provides an opportunity to raise issues detailed in the minutes of the meeting held on 10 March 2020 which are not the subject of separate reports on this agenda.*

6. INTERNAL AUDIT REPORTS

*The Committee is asked to receive and consider the following internal audit reports on:*

- *Estates Management*
- *Subcontracting*
- *Follow up Previous Recommendations*
- *Progress Report*

7. INTERNAL AUDIT: AUDIT NEEDS ASSESSMENT 2020/21 To 2022/23

*The Committee is asked to receive and consider the Internal Audit Needs Assessment Plan for 2020/21 to 2022/23.*

8. FINANCIAL STATEMENTS 2019/20 – AUDIT ARRANGEMENTS

*The Committee is asked to receive and consider an update report on the arrangements for the audit of the Financial Statements for the College for 2019/20.*

9. COLLEGE RISK REGISTER

*The Committee is asked to receive and consider the updated College Risk Register.*

10. PROPOSED CALENDAR OF MEETINGS FOR 2020/21

*The Committee is asked to agree the meeting dates for 2020/21:*

- *Tuesday 17 November 2020*
- *Tuesday 9 March 2021*
- *Thursday 10 June 2021*

*The meetings will commence at 18.00 unless otherwise agreed by Members.*

11. ITEMS TO BE ADDRESSED AT FUTURE MEETINGS OF THE AUDIT COMMITTEE

*The Committee is asked to note that the agendas for future meetings will include the following items:*

- *Internal Audit – Review of Audit Reports*
- *Risk Register*
- *Financial Statements – 2019-20*
- *Annual review of performance of College Financial Statements Auditors and re-appointment*
- *Audit Code of Practice*
- *Update on GDPR*
- *Annual report of the Audit Committee 2019-20*

12. ACTION POINTS ARISING FROM THIS MEETING OF THE COMMITTEE

*The Chair of the Committee will confirm the action points arising from this meeting.*