

Thursday 13th February 2025 at 5.30pm
Remote online meeting via Zoom

Agenda

Members:

Patrick Kwong – Associate Member
Gabrielle Williams Hamer – Chair of the Committee
Chukwuweta Uraih – Foundation Governor

Invited attendees:

Auditors – upon the request of the Committee
Clare Baskott - Clerk to the Governing Body
Margaret Searle - Director of Finance and Resources
Graham Thompson - Principal

The quorum is two

			Paper	BAF/RISK
5.30pm		Standing opening items – Chair of the Committee		
	1	Opening Prayer		
	2	Apologies for absence		
	3	Declarations of Interests		
	4	Committee time with Auditors (if required)		
	5	Minutes of previous meeting, Tuesday 12th November 2024: for review and agreement – Chair of the Committee		
	6	Matters Arising: None		
	7	Election of Vice Chair of the Committee		
	8	Standing item: Cyber Security		
5.40pm	9	Internal Audit – Chair of the Committee Audit Committee to review and agree plans for internal audit and key priorities for 2025-26 <i>Internal audit for 2024-25 confirmed as: Learner Recruitment Funding Assurance</i>		2. Funding and Finance 1. Student recruitment and retention 10. Leadership and Governance
	9.1	Internal Audit Action Report – Margaret Searle	Yes	

			Paper	BAF/RISK
6.10pm	10	FMCE improvement plan: monitoring of progress – Graham Thompson	Yes	10. Leadership and Governance
6:25pm	11 11.1 11.2	Risk Management To receive the updated Risk Register Principal to update on the key risks and any updates – Graham Thompson	Yes	All
6:40pm	12	To receive an update on the Board Assurance Framework and to update on key changes – Graham Thompson/Clare Baskott	Yes	10. Leadership and Governance
7:00pm	13 13.1 13.2	Auditors Performance Review To review the performance of Buzzacott (external auditors) and Scrutton Bland (internal auditors)	Yes	10. Leadership and Governance
		Standing closing items		
7:10pm	14 14.1	Committee review of effectiveness, membership and skills: online questionnaire for completion after the meeting Has the Committee identified any new or heightened risks to be advised to the Audit Committee for the risk register?	Online	10. Leadership and Governance
	15	Any Other Business		
	16	Identification of any confidential items		
	17	Dates of next meeting: Tuesday 6th May 2025 at 5:30pm		
	18	Close of meeting		