



**A G E N D A**  
**Audit Committee to be held on**  
**held on Monday 23 November 2015**  
**commencing at 3.15 pm**  
**in Room B201, Hereford Campus, Folly Lane, Hereford**

1. Confidential discussion with Auditors. (The Director of Finance and Finance Manager will not be present for this item).
  - I. Approval of the Confidential Minutes of the meeting held on 15 June 2015
  - II. Matters arising from the Minutes

*Aim: To approve and discuss the Minutes*
2. Apologies for absence
3. Declarations of Interest
4.
  - I. Approval of the Minutes of the meeting held on 15 June 2015
  - II. Matters arising from the Minutes

*Aim: To approve the minutes and note matters arising*
5. Financial Statements Auditor's Report
  - I. Members' Report and Financial Statements for the year ended 31 July 2015: -
    - a. Herefordshire and Ludlow College
    - b. Keith St Peters Ltd
  - II. Management Letter including Interim Regularity Report
  - III. Self-assessment of compliance with regularity and propriety requirements
  - IV. Letter of Representation

*Aim: To consider the above and receive a report presented by PricewaterhouseCoopers*
6. Internal Auditor's Report
  - I. Learner Number Systems (carried forward from last meeting)
  - II. Annual Report 2014/15
  - III. Progress Report

*Aim: To note the reports and recommend strategy to the Board for approval*
7. Risk Management
  - I. Risk Management Register
  - II. Risk Management Annual Report 2014/15

To note the above presented by the Director of Finance

8. Audit Committee's Annual Report 2014/15  
*Aim: To approve the Audit Committee's Annual Report for presentation to the Board*
9. Value for Money Annual Report 2014/15  
*Aim: To receive the report and recommend to the Board for acceptance*
10. Any Other Business
11. Date and time of the next meeting  
**Monday 21 March 2016 commencing at 3.15 pm**
12. **Confidential Item – Without Auditors Present**
  - I. Approval of the Confidential Minutes of the meeting held on 15 June 2015
  - II. Matters arising from the Minutes*Aim: To approve and discuss the Minutes*
13. Assessment of Financial Statements Auditors  
*Aim: To complete assessment of PricewaterhouseCoopers following completion of the audit*
14. Process Review  
*To receive feedback from the process review conducted by a Member during the meeting*

***Mission Statement - Success for our students***