
**NORTH WEST REGIONAL COLLEGE
THE GOVERNING BODY
AUDIT & RISK COMMITTEE**

NOTICE OF MEETING

The thirty ninth meeting of the Audit & Risk Committee will be held on Wednesday 14 September 2016 in The Staff Development Room, Tower Building, Strand Road Campus commencing at 16:00.

AGENDA

Presentation by Ms Patricia Morrison, Quality Manager on the FE Sector Customer Complaints and Compliments Policy May 2016. (Refer item 39.5, Report 5).

- 39.1 Apologies
- 39.2 Conflict of Interest Declarations/Declarations of Any Other Business
- 39.3 Minutes of the meeting held on 22 June 2016 – copy attached
 - 39.3.1 Matters arising
 - 39.3.2 Minutes of the Reserved Business held on 22 June 2016 - tabled
Matters arising
- 39.4 Chair's Business
 - Membership
 - Report 1 - Summary of Main Changes to Audit code
 - Report 2 – Audit Code August 2016
 - Report 3 - Summary of Changes Made to Committee's Terms of Reference
 - Report 4 – Review of Committee's Terms of Reference
- 39.5 Management Report, Mr P McKeown -Paper attached AC39.5
 - Including reports;--
 - Report 2 - STA
 - Report 3 - Gifts and Hospitality Policy – Letter from DfE
 - Report 3.1 - Gifts Policy
 - Report 4 - Anti-Fraud Policy & Response Plan Letter
 - Report 4.1 – Fraud Policy
 - Report 5- Customer Complaints and Compliments Policy – Final Draft May 2016
- 39.6 Internal Audit:
 - Report 1 - Final Internal Audit Strategy 2015/16 -2017/18, Annual Plan 2016/17 & Charter
 - Report 2 - Year End Report against Audit Plan 2015/16
- 39.7 Draft Accounts Year End 31/07/2016 – to follow
- 39.8 Correspondence
- 39.9 AOB
- 39.10 Reserved Business

Date of next meeting: