

HILLS ROAD SIXTH FORM COLLEGE

Joint Meeting of the Audit Committee and the Corporation (Online) Wednesday 13 November 2024 at 6.30pm

1 Apologies for Absence & Quoracy

2 Declarations of Interest

3 Minutes of the Previous Meeting: 12 June 2024

To note that the draft minutes have received provisional approval by the Chair of the Committee for circulation.

To approve the minutes as a correct record of the business transacted, and *prima facie* evidence of the proceedings to which they relate.

4 Matters Arising from the Minutes: 12 June 2024

To note matters not included on this meeting agenda or that set for the 4 December meeting:

5 Performance of Vice-Principal (Finance & Operations) and Her Staff

The postholder and her staff will withdraw for this agendum.

6 Financial Statements Audit: Post-Audit Management Letter

For discussion.

7 Group: Report and Financial Statements for the period ended 31 July 2024

For receipt and, if thought fit, recommendation to the Corporation.

8 Cantabrigian Limited: Report and Financial Statements for the period ended 31 July 2024

For information.

9 Financial Statements Auditor Letter of Representation

For recommendation that the Corporation authorise its signature by the Chair of the Corporation.

10 Memorandum of Understanding: Cantabrigian Limited

To consider and advise the Corporation on the adequacy and comprehensiveness of the College's agreement with its subsidiary undertaking.

11 Internal Audit Plan 2024-25

If thought fit, for approval on behalf of the Corporation.

12 Performance of the Financial Statements Auditor

To consider a report prepared by the Vice-Principal: Finance and Operations.

13 Regularity Self-Assessment Report 2023-24

For recommendation to the Corporation.

14 Audit Committee Annual Report

For approval and submission to the Corporation and Chief Accounting Officer (Principal).

15 Any Other Competent Business

To be taken at the discretion of the Chair of the Committee.

Please notify the Clerk to the Corporation of any other competent business no later than 1.00pm on the day of the meeting.

16 Meeting Evaluation

To consider how the decisions taken by the Committee at this meeting will be of benefit to students of the College.

17 Dates and Times of Remaining Audit Committee Meetings 2024-25

To note the following approved dates and times:

Wednesday 4 December 2024(6.30pm)
Wednesday 26 February 2025 (6.30pm)
Wednesday 11 June 2025 (6.00pm)

Start Time: 6.30pm (except for the annual in-person meeting which will be held on 11 June 2025, and will commence at **6.00pm**).