The Governing Body of Southern Regional College

Standard meeting of the **AUDIT AND RISK COMMITTEE** of the Governing Body scheduled for **Tuesday 09 June 2026** at **17.30** in the **Conference Suite, Portadown Campus and via TEAMs.**

Item No	Item	Papers	Action	Presenter	TOR
1.	Welcome and Apologies for Absence	Verbal	Noting	Secretary	
2.	Declaration of Interests	Verbal	Noting	Chair	
3.	Minutes of the meeting of 18 November 2025 and 09 March 2026	Enclosed	Approval	Chair	
4.	Matters Arising	Enclosed	Noting	Chair	
5.	Chairperson's Business	Verbal	Noting	Chair	
6.	Internal Audit Progress Report	Enclosed	Noting	Mr Archibald	5
7.	Internal Audit Reports a) Curriculum Planning & Quality of Learning and Teaching b) Mandatory DfE review – Assurances on College Performance Data c) Payroll d) Space Management / Room Utilisation e) Follow Up Reviews	Enclosed	Noting	Mr Archibald	5
8.	External Audit Strategy 2025-2026	Enclosed	Noting	Mr Wilkinson	
9.	Inquiries of those charged with Governance	Enclosed	Noting	Mrs Khan	
10.	Corporate Risk Register • Students Numbers	Enclosed	Noting	Mrs L Campbell/Ms Shackels	1–8,10
11.	Contracts Management (Direct Award Contracts)	Verbal	Noting	Mrs Khan	1–8,10
12.	DfE Compliance Audits	Verbal	Noting	Mrs Khan	3, 4
13.	Climate Change Update	Verbal	Noting	Mrs Khan	
14.	DAO Correspondence a) DAO (DoF) 02/26 Use and Approval of Confidentiality Clauses/Agreements b) DAO (DoF) 03/26 - Northern Ireland Sustainability Reporting Guidance for NICS Departments 2025-26 c) DfE Raising Concerns Flowchart d) DfE Fraud Allegations Flowchart e) FE Accounts Direction 2025-2026	Enclosed	Noting	Mrs Khan	1-8
15.	Any other business				

16.	Review of Meeting

Date and Time of Next Meeting – **Tuesday 20 October at 17.30 in Lower Conference Suite Portadown Campus.**

Distribution List

Members Mrs Hilary Singleton (Chair), Mrs Geraldine Campbell, Mrs Patricia McCaffrey, Mrs Sharon O'Hare and Mr Andrew Sloan

Attendees Dr Thomas Moore (Chair of the Governing Body), Mrs Lee Campbell (Principal / Chief Executive Officer), Mrs Michelle Khan (Assistant Director of Finance), Mrs Pauline Wilson (DfE), Mr Tomas Wilkinson (NIAO), Ms Fiona Cullen (NIAO), Mr David Archibald, Ms Libby Shackels and Mrs Emma Foster (Secretary to the Governing Body)

TERMS OF REFERENCE

The Audit and Risk Committee operates and is authorised to provide assurance to the Governing Body and Accounting Officer on the controls of governance and risk framework. The committee is responsible for reviewing the effectiveness of the Colleges accounting procedures and systems of internal control. They also provide a channel of communication for the Colleges auditors, which is independent of College management. The Audit and Risk Committee have a responsibility to ensure adequate arrangements are in place to promote economy, efficiency and effectiveness. The committee will promote high standards of propriety, accountability and financial management and ensures that effective risk management processes are in operation within the College.

The ToR can be summarised as follows:

In particular, the Committee is responsible for ensuring that the internal control systems, including audit activities, of the College are monitored actively, independently and objectively in order to:

1. promote and ensure high standards of propriety, accountability and financial management within the College;

2. improve the quality of financial reporting by reviewing internal and external financial statements on behalf of the Governing Body;

3. promote a financial climate of financial discipline and control which will help to reduce the opportunity for financial mismanagement or fraud;

4. improve where necessary, the effectiveness of the College's internal controls and mechanisms for achieving value for money and the extent to which these comply with requirements set down by the Department;

5. reinforce the independence and effectiveness of the internal audit function and to underpin the objectivity and independence of the external auditors;

6. provide oversight on the reliability of the College's information systems;

7. ensure that effective risk management processes are embedded within the College;

8. provide a sounding board for College management on issues of concern in relation to the College's internal control systems;

9. review and approve local policies that fall within the remit of the Committee; and

10. contribute to the maintenance or increasing of public confidence in the quality of the College's corporate governance and management.