



MidKent College

GOVERNING BODY

RISK & AUDIT COMMITTEE

A meeting of the Risk & Audit Committee is to be held on **Tuesday 16 June 2020 at 1000hrs** (closed session at 09.30hrs) **via video call** due to the College closure.

AGENDA

Time	Item	Paper No	Presenter
09.30	Closed Session for Auditors		
1. 10.00	Declarations of Interest		
2. 10.05	Apologies for Absence		
	Welcome to new members and those joining the meeting		
3. 10.10	Minutes of the Meeting held on 4 February 2020 & Confidential Minutes	GBR&A19/484 GBR&A19/484a	Chairman
4. 10.15	Outstanding Matters Report	GBR&A19/485	Chairman
5. 10.30	Risk Management Report (and on RR Self) <ul style="list-style-type: none"> Covid Action Plan 	GBR&A19/486 GBR&A19/486a	M Peat
6. 10.45	Deep Dive: Learner Records & Funding Streams	GBR&A19/487	A Tithecott
7. 11.15	Information Security Report (GDPR) <ul style="list-style-type: none"> Data Protection Annual Report Data Protection Policy for approval Information Charter 	GBR&A19/488 GBR&A19/488a GBR&A19/488b	C Hare
8. 11.20	Internal Audit Reports <ul style="list-style-type: none"> Staff Recruitment & Pay Costs Complaints Handling FE & HE Follow up on previous recommendations Progress Report Internal Audits for 2020/21 	GBR&A19/489 GBR&A19/490 GBR&A19/491 GBR&A19/491a Verbal	Internal Auditors

9	11.40	External Audit Planning Strategy	GBR&A19/492	External Auditors
10.	11.50	Policies for Approval:		
		• Risk Policy 2020/21 for approval	GBR&A19/493	M Peat
		• Freedom of Information Policy for approval	GBR&A19/494	
11.	12.00	R&A Committee Self-Assessment 2019/20 – summary of results.	GBR&A19/495	Chairman
		R&A Committee Draft Improvement Plan 2020/21	GBR&A19/496	
12.	12.10	Review of Committee Terms of Reference	GBR&A19/497	Chairman
13.	12.20	Any Other Business		
14.		Dates of meetings in 2019/20 (Time TBC)		29 September 2020 17 November 2020 Joint 2 February 2021 15 June 2021