

Finance, Audit & Risk Subcommittee / Actions 2022-23

Key

Action from a previous meeting | Action from most recent meeting | Delivery Delayed | **Action Completed** | Explanation of status

Meeting(s)	Minute	Action	Responsible	Due
16 th March 2022	9.i	Financial Procedures Manual – codify how CSPB policy interacts with financial regulations (in relation to financial procedures manual and associated documents)	RS, DA	31st August 2022 meeting 2nd November 2022 meeting <i>Internal meeting held to begin scoping, Chair agreed on 21-Oct-22 to postpone.</i>
16 th March 2022	12.i	College Internal Audit Plan – circulate email briefing to members on key points	CJ, RS	2 nd November 2022 meeting <i>CJ to do ahead of meeting</i>
16 th March 2022	14	Strategic Risk Register – consider whether EDI should be its own standalone strategic risk once the EDI strategy and action plan is approved.	TF, TN	2 November 2022 meeting <i>a paper on the EDI work came to the 28-Sep-22 meeting of Trustee Board and a further one will come to the 30-Nov-22 meeting</i>
16 th March 2022	15.ii	Last Audit Recommendations Finance procedures manual: update	RS	2 November 2022 – <i>Chair agreed on 21-Oct-22 to postpone</i>
		VAT manual: prepare	RS	2 November 2022 <i>See this year's audit recs</i>
22 nd June 2022 31 st August 2022	13 12	Fraud Incident: circulate document regarding the incident and its resolution.	RS, DA	31st August 2022 meeting 2 nd November 2022 meeting <i>DA to do ahead of meeting</i>
31 st August 2022	7.iii	Draft Year End Update: Re-present Transport Strategy	TN, RS	2nd November 2022 meeting <i>on agenda for this meeting</i>
31 st August 2022	8.iii	Venues Review: Bring proposal to Trustees regarding service provision model	RS	21st June 2023 meeting <i>Proposal on agenda for 2nd November 2022 meeting</i>
31 st August 2022	8.iv	Venues Review: update trustees on progress	RS	2nd November 2022 meeting <i>Covered by proposal item</i>

31 st August 2022	9	Firearm Policy: send firearm security arrangements to the local police firearms licensing department	TN	2 nd November 2022 meeting <i>TN to do ahead of meeting</i>
31 st August 2022	12	Summer Ball Designated Funds / potential Designated Funds Policy: draft principles to enable Board to make an annual decision on designation(s).	RS	8 September 2022 Board 2 nd November 2022 meeting <i>On agenda for this meeting</i>
28 th September 2022 (Board)	4	Bring forward EPOS system update/insights	RS	2 nd November 2022 meeting <i>Sub-Committee to apprise RS under AOB on detail of what insights they would like to learn.</i>