



**Minutes of the meeting of the Audit Committee held on Tuesday, 16 September 2025 at 4.00 pm**

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**Present:** Matt Mills (Chair and Governor)  
Leon Etherington (Governor)  
Stacey Ledger (Co-opted member) by Teams  
Jo Mallows (Governor)

**In attendance:** David Akeroyd (Principal and CEO)  
Jason Barnard (Executive Director of MIS)  
Gavin Batty (Deputy CEO)  
Geraldine Hulley (Interim Clerk to the Corporation)  
Tony Johnson (Vice Principal Corporate Services)  
Laila Lawton (Vice Principal Finance)  
Sue Slassor (Vice Principal Quality)  
Lisa Smith (RSM) by Teams  
Sue Hutchinson (Beevers and Struthers) by Teams

**Part 1 – For Publication**

Minute	
<b>PROCEDURAL MATTERS</b>	
<b>A25/043</b>	<b>Agenda Item No 1: Quorum</b>  The meeting was quorate.  The Chair and members agreed to invite the Principal and CEO to attend.
<b>A25/044</b>	<b>Agenda Item No 2: Apologies for absence</b>  Apologies were received from Emma Dawson, Carly Speechly, Ethan Sumner and Donavan Hutchinson. Rob Barnett, Anastasia Mullen, Aaron Macdonald (RSM); and, Annalee Hurley (B&S) also sent their apologies.
<b>A25/045</b>	<b>Agenda Item No 3: Declarations of interest</b>  There were no declarations of interest.
<b>A25/046</b>	<b>Agenda item No 4a: Minutes of the meeting held on 10 June 2025</b>  The minutes of the meeting held on 10 June 2025 were approved.

<b>A25/047</b>	<b>Agenda Item No 4b: Matters arising</b>  There were no matters arising.
<b>A25/048</b>	<b>Agenda item No 5: Register of interests</b>  It was <b>RESOLVED</b> to note the register of interests.
<b>A25/049</b>	<b>Agenda item No 6: Rolling Action List:</b>  It was <b>RESOLVED</b> to note the Rolling Action List.
<b>A25/050</b>	<b>Agenda item No 7: Notification of any other business</b>  There were no other items of business.
<b>FOR DISCUSSION</b>	
<b>A25/051</b>	<b>Agenda item No 8.1: Progress Report</b>  Lisa Smith presented the Internal Audit Progress Report. The Committee noted that all of the work in relation to the 2024-25 Internal Audit Plan had been completed. Dates for undertaking work and planning meetings in relation to 2025-26 had also been agreed. Start dates for two internal audits had been changed to ensure this work was completed at the right time of the year.  It was <b>RESOLVED</b> to note the report.
<b>A25/052</b>	<b>Agenda Item No 8.2: Follow Up Report</b>  Lisa Smith presented the Follow Up Report. The Committee noted that of the six follow up actions that had been identified, <b>all</b> of them had been followed up. The Chair confirmed this was testament to the management team and extended his thanks to everyone concerned. The Internal Auditor confirmed this was a very good conclusion report.  It was <b>RESOLVED</b> to note the Follow Up Report.
<b>A25/053</b>	<b>Agenda Item 8.3: Annual Internal Audit Report</b>  Lisa Smith presented the Annual Internal Audit Report. The Committee noted that for the 12 months ended 31 July 2025, the Head of Internal Audit opinion for Barnsley College was that ‘the organisation has an adequate and effective framework for risk management, governance, internal control and economy, efficiency and effectiveness.’ This was a full <b>GREEN</b> conclusion. The Committee noted that this opinion was based on: reviews undertaken during the year; and, attendance at Audit and Risk Committee meetings. The Committee welcomed the findings from the four reviews which confirmed that members could take substantial assurance from the areas that had been reviewed. The eight

	<p>management actions for the work undertaken were noted; six were low priority; one medium; and, one advisory.</p> <p>The Chair welcomed the report commenting that a green conclusion was the highest form of praise. It was noted that there was good compliance in section 3.5 of the performance indicators which was another level of assurance for the Committee. The Committee sought clarification about how the College's performance compared to the wider sector. Lisa Smith explained that in terms of an overall audit opinion, a green conclusion was very rare. Such an opinion confirmed the College's overall framework was very robust and operating as intended. An annual benchmark report was in the process of being produced and would be made available in due course.</p> <p>It was <b>RESOLVED</b> to note the Annual Internal Audit Report and recommend its approval to the Board.</p>
<b>A25/054</b>	<p><b>Agenda Item No 9: External Audit Update</b></p> <p>Sue Hutchinson updated the Committee on progress to date with the external audit. Good progress was being made. The planning process was under way; information requests had been uploaded to the platform; and, communication was positive between College and Auditor teams. Fieldwork would commence in mid-October and no issues were identified with meeting the Corporation deadline of 14<sup>th</sup> November. The Vice Principal Finance concurred with the external auditor's observations and confirmed that no issues were anticipated in meeting agreed deadlines.</p> <p>It was <b>RESOLVED</b> to note the update.</p>
<b>A25/055</b>	<p><b>Agenda item No 10: Board Assurance Framework</b></p> <p>The Vice Principal Corporate Services presented the Board Assurance Framework.</p> <p>The Committee discussed the IT Disaster Recovery risk and received confirmation that an improved recovery solution targeting faster IT service restoration would be completed in the next two weeks.</p> <p>The practical completion of the Institute of Technology (IoT) had taken place on the 5<sup>th</sup> September but due to some outstanding snagging issues, a number of actions were being taken to ensure readiness for the HE students when they return to College. The development in Church Street outside of the IoT was ongoing. The Vice Principal Finance highlighted some ongoing challenges with furniture for that project. The Chair asked for an update at the next meeting.</p> <p>The Committee acknowledged the very good work that was taking place with cyber security and mandatory training for staff. Where students were concerned, the Committee was informed of a number of actions being taken, for example, risks associated with log-ins. Segmentation for staff and students had been achieved two years ago as part of Cyber Essentials. The Committee noted that the College also held ISO 27001 accreditation.</p>

	<p>In a wider discussion about evaluating the impact of adoption of co-pilot licences, the Committee noted the ongoing developments across the whole College including: maximising access and the value of AI; timeliness of any evaluation for teaching and learning; the introduction of a new role that would support digital transformation including a review of co-pilot licences. The Chair recommended a further briefing session for the Board later in the year.</p> <p>It was <b>RESOLVED</b> to approve the Board Assurance Framework.</p>
25/56	<p><b>Agenda Item No 11: New Risk</b></p> <p>The Deputy CEO explained that the College's sub-contracting standard would expire in June or July 2026. It was not yet known if any of the criteria would change. The Committee noted this update and acknowledged there may be a need to revisit this at a future meeting.</p> <p>The Committee noted that the HMRC had issued new guidelines and updates from 1<sup>st</sup> September including new rules for failure to prevent fraud for large organisations. The Vice Principal confirmed that fraud was part of the BAF risk assessments and a key priority for the College. Fraud policies were due for review in this academic year and part of that process would include checking for compliance with new guidelines.</p> <p>It was <b>RESOLVED</b> to note the update.</p>
25/57	<p><b>Agenda Item No 12: Regulatory Self-Assessment Questionnaire</b></p> <p>The Vice Principal Finance presented the Regulatory Self-Assessment Questionnaire (RSAQ) which was a key piece of evidence for the external auditors for their regulatory audit. The completed questionnaire was generally in line with the one issued for last year. There were no significant changes in the College's responses.</p> <p>The Chair confirmed that the completed questionnaire provided evidence of triangulation between information received and discussions held at Committee and Board meetings. It was noted that the Committee should recommend the report to the Board for approval.</p> <p>It was <b>RESOLVED</b> to approve the Self-Assessment Questionnaire and recommend its approval to the Board</p>
<b>FOR INFORMATION</b>	
25/58	<p><b>Agenda Item No 13: Additional Services Provided by Internal and External Auditors for Previous Year</b></p> <p>The Vice Principal Finance presented the report which detailed any additional audit services provided during 2024-25. The previous external auditor delivered non-audit tax compliance services c. £9k. The new external auditors and internal auditors had not undertaken any additional services during 2024-25.</p>

	It was <b>RESOLVED</b> to note the additional services provided by the internal and external auditors for the previous year report.
<b>25/59</b>	<p><b>Agenda Item No 14: Business Transacted with Organisations in the Register of Interests including Apprentices</b></p> <p>The Vice Principal Finance presented the annual report on business transacted with organisations in the register of interests. In the year 2024-25, there were no transactions with companies listed on the register of interests where the individual with whom the potential conflict existed was involved in the transaction or had influence over the transaction.</p> <p>It was <b>RESOLVED</b> to note the annual report on business transacted with organisations in the register of interests.</p>
<b>25/60</b>	<p><b>Agenda Item No 15: Fraud Annual Report</b></p> <p>The Vice Principal Finance presented the Annual Fraud Report and noted that no suspected fraud incidents had occurred during the period which the Committee agreed was very pleasing. This provided assurance on the effective use of resources, solvency and safeguarding of assets in alignment with the college's strategic goals of sustainability and reputation.</p> <p>It was <b>RESOLVED</b> to note the Annual Fraud Report and recommend it to the Board for approval.</p>
<b>25/61</b>	<p><b>Agenda item No 16: Risk Management Annual Report</b></p> <p>The Vice Principal Corporate Services presented the Risk Management Annual Report. The Committee noted the approach and performance of the College in relation to risk management in 2024-25. A number of key policies had been updated during the year including: Risk Management; and, Disaster Recovery and Business Continuity.</p> <p>It was <b>RESOLVED</b> to note the Annual Risk Management Report and recommend it to the Board for approval.</p>
<b>25/62</b>	<p><b>Agenda Item No 17: Health and Safety Annual Report</b></p> <p>The Vice Principal Corporate Services presented the report which provided a summary of health and safety activities, performance and progress across the College in 2024-25.</p> <p>The Committee discussed various elements of the report and confirmed it provided the required levels of assurance. The process for logging accidents and near misses had been simplified. Two link governor visits had been completed during the year. A significant number of training sessions (2,300) had been delivered. Two external visits confirmed satisfaction with risk management arrangements and approach to health and safety (CUBE) and fire prevention and compliance with legal requirements (Sixth Form College). The</p>

	<p>Committee noted the reassurance from the external visits and that no further actions were required.</p> <p>It was <b>RESOLVED</b> to note the Health &amp; Safety Annual Report and recommend it to the Board for approval.</p>
<b>25/63</b>	<p><b>Agenda Item No 18: GDPR and Data Protection Annual Report</b></p> <p>The Executive Director MIS presented the GDPR and Data Protection Annual Report. The Committee noted the number of requests and data breaches noting any changes with the previous year. Data Protection Audits were completed during the year and helped to raise awareness across the College.</p> <p>The Committee discussed the benefits of data protection audits for large suppliers of the College; this was something the team was considering. All governors would be invited to refresher training in line with the UK's regulator (ICO) requirement; notifications would be sent every two years.</p> <p>It was <b>RESOLVED</b> to note the GDPR and Data Protection Annual Report and recommend it to the Board for approval.</p>
<b>25/64</b>	<p><b>Agenda Item No 19: Monitoring of Audit Recommendations</b></p> <p>The Committee noted the report in terms of progress. The permanent Clerk would make recommendations to the Committee at future meetings once she was in post.</p> <p>It was <b>RESOLVED</b> to note the update.</p>
<b>A25/65</b>	<p><b>Agenda Item No 20: Link Governor Reports</b></p> <p>There had been no visits over the summer period. Future reports would be considered by this Committee prior to submission to the Board.</p> <p>It was <b>RESOLVED</b> to note the update.</p>
<b>A25/66</b>	<p><b>Agenda Item No 21: Updates</b></p> <p>It was <b>RESOLVED</b> to note the updates.</p>
<b>ANY OTHER BUSINESS</b>	
<b>A25/67</b>	<p><b>Agenda Item No 22: Any other business</b></p> <p>There were no other items of business.</p>
<b>A25/68</b>	<p><b>Agenda Item No 23: Date and time of next meeting</b></p> <p>Tuesday, 3 December 2025 at 4.00 pm</p> <p>Members of the Executive left the meeting at 5.00 pm</p>

