BOARD OF GOVERNORS

AUDIT COMMITTEE

Minutes
Wednesday 17 June 2026 at 5pm
Online via Zoom

PRESENT:	Kirsten Ashman	
	Rachel Fowler	
	Nathan Garat	
	Anthony Haines *(Chair)*	
	Alasdair Lenman	
	Rob Lewis	
IN ATTENDANCE	Sam Foley	Interim Group Principal & CEO
	Lucy Gill	Group Finance Director
	Karen Griffiths	Deputy Group Principal
	Tracy Reeve	Group Director of Governance
	Wendy Stott	Group Management Accountant
	Peter Clark	Internal Auditors WBG
	Carina Ralfs	External Auditors MHA

PART I

MINUTE No		ACTION
1.	**Chair's Agenda Item** The chair (AH) confirmed that he did not have anything to raise with Members under this item.	
2.	**Apologies for Absence** There were no apologies from Members. The Chair welcomed the auditors to the meeting and introductions were made.	
3.	**Any Other Business** There was no other business raised.	
4.	**Declarations of Interest** No Member declared a conflict of interest with the agenda.	
5.	**Minutes of the Previous Meetings** The meeting considered the minutes of the WFCG Audit Committee meetings of the 11 March 2026. These had previously been circulated to all members and **were agreed as a true record. They would be taken as signed by the Chair.** **All Members were agreed.**	
6.	**Matters Arising of the Previous Meetings** The Group Director of Governance (TR) presented a report which confirmed that all matters arising were already on the agenda, had been actioned or were on track for timely completion when due. ***NOTED***	

MINUTE No		ACTION
	ITEMS FOR APPROVAL	
7	**Internal Audit Reports**	

- *Staff Recruitment & retention*

The meeting noted the formal report from WBG which was presented by Peter Clark (PC) from WBG. PC informed the meeting that during the audit (undertaken in March 2026), the WBG team has reviewed recruitment arrangements and the systems in place to help ensure retention of staff. They also reviewed all relevant documentation and where appropriate undertook sample testing. The meeting noted that the audit had resulted in one low priority recommendation and had generated an opinion of a 'strong' level of assurance from WBG. The Group Director of Finance (LG) assured the meeting that the management response had now been agreed and the recommendation had been accepted. PC confirmed that the number of recommendations made was lower than sector benchmarks for this area. The meeting was also pleased to note that six good practice points had been noted in the report. This included a *'robust Recruitment & Selection Policy and procedure in place which sets out clear procedures for each stage of the recruitment process'.*

The meeting considered the low priority recommendation in relation to developing a formalised action plan to support the monitoring and delivery of its staff retention initiatives. The management response and the action was noted; an implementation plan would be developed with responsible owners, target dates and key performance measure included. The meeting noted the target implementation date of December 2026.

Governors (NG) asked whether the audit team had spoken to any staff to gauge their view on the recruitment and induction process. PC confirmed that the audit team did not speak to staff as this audit was focussed on policies and process. However, there would be the option to include a staff survey within the follow-up audit of this area (June 2027). The meeting agreed that this might supplement the information on policy compliance by demonstrating practical application.

Governors (RF) asked why there was a need to improve staff retention. PC confirmed that this recommendation was framed around continual improvement as WFCG retention rates were slightly below expectations. Deputy Group Principal (KG) reminded the meeting of the ongoing difficulty of retaining staff in 'hard-to-fill' posts where there was a great deal of competition from other college e.g. English and maths staff, as well as construction and engineering lecturers. Group Director of Governance (TR) informed the meeting that recent discussions at Resources Committee (March 2026) had also considered the high percentage of staff leaving WFCG during their first year of employment; measures were in place to remedy this which would be included in the formal action plan.

The meeting RECEIVED the report from WBG on the audit of Staff Recruitment and Retention.

- *Budget and financial reporting*

The meeting noted the formal report from WBG after their March 2026 audit of Budgetary and Financial Planning at WFCG. PC informed the meeting that the review had been undertaken to provide assurance to the audit committee that there was an effective budget setting process in place and that action was taken when adverse variances arose. The review considered the financial reporting arrangements in place and whether the level of reporting was sufficient for decision making purposes. Governors noted that as part of the review WBG circulated a questionnaire to all budget holders (80) across the Group and they received 33 responses. Overall, the responses were very positive highlighting the support that they received from the Finance Team and particularly the Group Management Accountant.

The meeting noted that the audit had resulted in one low priority recommendation and had generated an opinion of a 'strong' level of assurance from WBG. The management response had now been agreed and the recommendation had been accepted. LG confirmed that the recommendation in relation to training for budget holders would be actioned within the training programme for the new finance system coming on stream for the start of 2026/27. The implementation date for this recommendation was October 2026. The meeting noted that seven good practice points had also been noted in the report.

The report from WBG from the internal audit of Budgetary and Financial Reporting was NOTED and RECEIVED.

MINUTE No		ACTION
	• *<u>Single Central Record – follow up audit</u>* PC presented this report from a short follow-up review undertaken in May 2026; this had been suggested by the CEO/ Group Principal at the last Audit Committee meeting to provide full assurance for the Executive Team and governors. The review had undertaken a second sample test on the WFCG Single Central Register (SCR) to check that the actions from the safeguarding review (December 2025) had been taken. PC confirmed that after the sample test and screenshare session with the Group Director of People (7 May 2026) to review the live SCR no issues had been found. ***The follow-up audit findings and the compliance of the WFCG Single Central Register on 7 May 2026 were NOTED*** • *<u>Plans for Follow-Up audit June 2026</u>* The meeting noted the framework and scope for the Follow-Up audit taking place in June 2026. PC confirmed that this work had already started and it would provide the Audit Committee with assurance that the prior year (2024-25) internal audit recommendations had been implemented within expected timescales. The Audit Committee Chair (AH) asked PC on how the internal audit programme had gone during 2025/26 compared to the prior year when there had been some delays in sourcing information from college staff. PC confirmed that the college had been much better in getting the required information to auditors in a timely way. This meant that the seven internal audit reviews and reports had been completed in line with the timings in the 2025/26 internal audit plan. PC confirmed that the final reports from 2025/26 (including Follow-up) would be brought to the September 2026 Audit Committee meeting. Planning for next year was already in place and had been discussed with management (this would be the next item on the agenda). The Group Finance Director (LG) thanked the Group Management Accountant (WS) for her input to ensuring that WFCG's responses to WBG were timely allowing the internal audit programme to remain on track. LG reminded the meeting of the recent change in the internal audit programme (approved by audit committee members) which had deferred the curriculum planning audit to facilitate a funding audit of apprenticeships which had been judged as vital during 2025/26 by management. KG confirmed that this decision was based on the importance of ensuring that this large element of funding was fully compliant. AH thanked PC for the internal audit reports and commended the improvement in logistics and response times for internal audit work by WFCG staff. ***The plan and scope for the follow-up audit of 2024/25 internal audit recommendations was NOTED***	
8.	**<u>Internal Audit Plan 2026/27</u>** PC presented a paper which outlined the final draft of the internal audit plan from WBG for 2026/27 which had been agreed with WFCG management. The meeting was assured that the proposals had considered several factors, including the College's latest strategic plan and current risk register, as well as the previous internal audits carried out in the College and the experience of the range of audits and their findings at other Colleges. The planned programme of work for 2026/27 being suggested was as follows: • GDPR (6 days) } • Curriculum planning (6 days) } Visit 1: November 2026 • Funding review – Adult Skills Fund (7 days) } • IT equipment and replacement strategy (7 days) } Visit 2: February 2027 • Environmental Social and Governance (7 days) } • Financial Planning (7 days) } • Follow-up work (4 days) } Visit 3: May 2027 PC confirmed that the proposed plan would involve 50 days of WBG's time (including Audit Management time and attendance at Audit Committee meetings) which was in line with the initial plan for 2026/27. The timetable of reviews with proposed dates for visits and reporting to audit committee throughout the year was noted. The meeting was also reminded of the grading structure used by WBG with definitions for the four levels of assurance; strong, substantial, weak and no. PC highlighted the Audit Universe page in the report which	

MINUTE No		ACTION
	summarised the audit coverage since August 2024 and the assurance levels given during the reviews. The meeting was asked for approval of this audit plan or if there was anything else that they would expect to see covered.	

Governors (RF) thanked WBG for the plan but sought further explanation on how it was formalised. PC confirmed that the initial three-year internal audit plan August 2024 to July 2027 was based on the Audit Needs Assessment undertaken in November 2024 and then updated where necessary predicated on the current WFCG Risk Register. A draft was then discussed with College management to review any changes in systems or legislation and identify any new areas of key risk. This iterative process produced the draft which was then brought to the Audit Committee for approval and subsequent recommendation to the Corporation for final approval. PC reminded the meeting that the audit plan was not 'set in stone' even when it was finalised and approved; WBG or management could propose a change which would then necessitate agreement from Audit Committee. RF sought confirmation from PC on what had not made the audit plan. PC confirmed that there was a wider universe of bigger risks but the 'Audit Universe' sheet showed that recent and planned internal audit at WFCG covered the major key risks including cyber security which was a key current risk in the FE sector. A review of Risk Management was also on the radar for future years (probably 2027/28); the meeting supported this suggestion. RF asked whether an audit of AI was common-place in the FE sector. PC confirmed that some colleges had undertaken audits of the use of AI and that WBG had a specialist audit team which undertook AI audits based on operational use and educational use. The meeting agreed that this should be considered as a priority for the next audit plan (2027-28).

The meeting asked that these additional facts in relation to the development of the Internal Audit Plan should be explicitly outlined in the Internal Audit Planning paper brought to the Audit Committee for 2027-28: **LG/ wbg**

- ***How has the audit universe been developed?***
- ***How have developments in the external context, including wider themes in the FE sector been taken into consideration?***
- ***How does the plan read across to the WFCG risk register?***
- ***How does this plan contribute to rolling coverage of key risk areas over a 3 to 5 year timescale?***
- ***Which audits nearly made the plan but were deprioritised or excluded due to capacity constraints or deferred to future years for specific reasons?***

RF sought confirmation that the time allocation for the reviews (6 or 7 days) was sufficient to fully test processes and controls; she sought confirmation on what proportion of that time was used for audit work rather than planning or reporting. PC confirmed that the FE sector generally used four to eight days for each review so WFCG was within the norm. The meeting noted that one half to one full day was used for planning which was facilitated by WBG's existing knowledge of WFCG and the wider environment. There was also one day after the visit for write up. PC confirmed that he was comfortable that the 6 or 7 days allocation gave sufficient time for testing.

Governors (KA) sought confirmation on the audit of procurement (July 2025) which had resulted in a number of recommendations. KA asked whether progress on these recommendations would be followed up in the current Follow-Up audit or whether it necessitated a second audit. PC confirmed that the current follow-up audit would be used as a first step; a second full review would only be undertaken if the follow-up audit showed progress was not being made.

The Chair (AH) sought, and was given, confirmation that the impact of devolution would be considered within the funding audit of the Adult Skills Fund.

Governors (AL) suggested that during the Financial Planning audit it would be key to consider the interaction between financial planning and risk management especially with reference to future issues in funding and policy changes. The meeting agreed that scenario and stress testing would be key.

Members NOTED and APPROVED the proposed internal audit coverage 2026-27 subject to WBG and management considering the addition of an audit of AI soon. This would be RECOMMENDED to the Board for approval (8 July 2026).

(All Members were agreed.)

MINUTE No		ACTION
	ACTION:	
	i. Consider inclusion of an audit of AI and fraud sooner than 2027/28.	**LG/ wbg**
	ii. Include the additional narrative on the development of the internal audit plan for 2027-28 as detailed above.	**wbg**

9. **Financial Statements Audit Planning**

The Audit & Client Relationship Partner (CR) from the external audit team from MHA presented the Audit Plan for the year ended 31 July 2026. This covered the Financial Statements audit for WFCG and the associated Regularity Audit. CR's presentation provided clarity for Audit Committee members on:

i) Scope and timing of the audit
ii) Respective responsibilities of MHA and the Corporation
iii) Risks
iv) Materiality

CR highlighted the Members of the audit team and gave the meeting assurance in relation to independence and objectivity. The audit would be undertaken by the MHA team based in Maidenhead with herself as lead; a number of the audit team were the same as the prior year so there would be good continuity.

CR confirmed that MHA had been contracted to audit the statutory accounts and undertake the annual audit of the Teachers' Pension Scheme. The meeting noted the draft levels of materiality based on the actual 31 July 2025 figures. Materiality would be set at 2% of income (£1.042m) and the threshold for reporting to Governors would be 5% of this figure (£52,000); this was confirmed as in line with sector norms.

The detailed audit timetable was noted which would enable submission of the finalised accounts to the Audit Committee in November, to the Board for approval and signing on 9 December 2026 and then to the DfE before the deadline of 31 December 2026. Members noted that the audit team for WFCG from MHA had already held a planning meeting (22 May) with the Group Finance Director (LG) to plan the audit. Members were informed that the audit fieldwork would commence on 21 September for one week with a break and then a second week from 5 October 2026. This break in fieldwork would give the WFCG finance team time to respond to audit requests from MHA. The field work closing meeting would be held on 16 October 2026 and a formal completion meeting week commencing 26 October. The current timescale was for the draft audit findings report to be circulated for management comments on 6 November. This would enable the audited accounts and management letter to be considered by the WFCG Audit Committee on 25 November 2026. The meeting was reminded that MHA would be providing two separate opinions: one on the Financial Statements and a separate opinion on Regularity Assurance. CR reminded the meeting that for a second year WFCG would be preparing their own draft year-end accounts (financial statements July 2026).

The meeting considered the ten key risks affecting the audit plan which were outlined within the MHA report (a lot of these were noted as generic risks affecting the FE sector). The three significant risks were noted as: fraud risk in revenue recognition; management override of controls; and related party transactions. CR went through the risks and highlighted Going Concern (the ability to continue in operational existence for at least 12 months from the date of signing the financial statements) as an emerging sector risk, particularly in areas where falling demographics meant a stagnation or decline in student numbers. The fees for the three-stage process – planning, fieldwork, and preparation of the final report for the Financial Statements and Regularity Assurance - were noted as £48,650. MHA would also be undertaking the audit of the Teachers' Pension Scheme contributions year end 31 March 2026 at a fee of £2,700. They would also undertake an audit of the transfer of the WFCG accounting system (when the new cloud-based system Iplicit was commissioned) at a cost of £1,250. This new accounting system and the reconciliation between the current and new finance system was a key risk for the 2025/26 audit.

The detailed Audit Scope document was taken as read. Members noted the detailed FE Sector update which outlined the College Accounts Direction 2025 to 2026 and the new 2026 Framework and Guidance for external auditors (this replaced the Audit Code of Practice in

MINUTE No		ACTION
	2025). The Group Director of Governance (TR) informed the meeting that she had included these new guidance notes in the meeting papers for information along with the updated Regularity Audit Questionnaire for 2025-26. CR highlighted the new enhanced disclosures of senior salaries which would be required for 2025/26. She informed the meeting that the updates to the framework and guides placed more reliance on the Regularity self-assessment questionnaire and the Chief Accounting Officer's assurance. ***Group Director of Governance highlighted the need to get an outgoing regularity statement from Gillian May covering 1 August 2025 to 31 May 2026.*** The meeting took the detailed briefing note outlining changes to these documents as read. The meeting also noted the recent Colchester Case which had potentially changed the VAT landscape for FE colleges; guidance was awaited from HMRC. AH asked whether the Colchester ruling would have any impact on WFCG and CR explained that the outcome was not yet know. It might be that colleges lost the zero VAT rating for a percentage of any building where teaching was not taking place – this could apply to the office space in the Mansion at BCA. Alternatively, the decision might be taken to align FE colleges and academies on the ability to reclaim VAT. ***The meeting suggested that LG should seek guidance from the college VAT specialist advisor once guidance was published.***	**LG/ TR** **LG**
	The Chair of Audit Committee (AH) commended the useful section in the MHA audit planning report on sector developments and suggested that ***a briefing session on Emerging FE Sector Developments for all WFCG governors would be a useful training exercise in 2026/27.***	**TR**
	Governors (RL) sought clarification on why the key risks within the scope were different from the College risk on the WFCG Risk Register. CR confirmed that these generic risks were relevant to external audit but it was internal audit which was directly linked to the college risk register and the risk management process.	
	Governors (AL) asked CR to identify the biggest financial estimates in the WFCG accounts and which presented the biggest risk. CR informed the meeting that this was centred on depreciation and release of capital grants at WFCG; the meeting was reminded of the prior-year adjustment that had to be made for the 2024/25 financial statements due to a large material error in the timeline of capital grant recognition versus depreciation at Strode's College. This had been a legacy issue dating back before the Strode's and East Berks College merger in 2017 but MHA would look carefully at this for 2025/26 to ensure that there were no additional enduring errors.	
	AL asked whether MHA were worried about pensions and revenue recognition. CR confirmed that MHA received actuarial reports on the pension liability and were able to test the assumptions; this provided assurance. CR also informed the meeting that some colleges had a large bad debt provision but this was not an issue at WFCG.	
	AL sought additional detail on what were WFCG's biggest estimates. LG confirmed that revenue recognition was always an issue but as an FE college the funding model meant that the majority of income was set in advance at the start of the year; although this could be affected by clawbacks. LG informed the meeting that the other area where accrued income was used was Apprenticeships but otherwise revenue was not an 'estimate'. LG highlighted the change in relation to leases with these moving onto the balance sheet for FY26.	
	Governors (RF) asked for additional clarification from CR on the main issues that arose as a result of the previous year's audit for the benefit of the new governors. CR confirmed that the main issue had been in relation to the release of deferred capital grant income which required a material prior year adjustment. CR confirmed that the finance team at WFCG had worked hard to resolve this error but the planned timetable was missed last year due to this prior year adjustment. TR confirmed that the WFCG financial statements were still submitted to DfE to meet the 31 December deadline but this had necessitated an additional Board meeting in December 2025. CR asserted the value of the planned week break in the field work for 2026 which would enable WFCG finance staff to provide samples and release some of the pressure. This break had been suggested by the Group Finance Director (LG) to give the college finance team some time to source the requested information from across the college group. CR also highlighted previous issues with the WFCG Fixed Asset Register post-merger (2022-23 and 2023-24) but this had been resolved for 2024-25 due to remedial action taken by the finance team.	
	The meeting noted the letter of engagement with MHA dated 3 June 2026 which covered all of the external audit services to be provided during 2026/27.	

MINUTE No		ACTION
	AH asked about the budgeting process for 2026/27 and LG confirmed that the College Financial Forecasting return (CFFR) would be taken to the Board for approval (8 July 2026) with a recommendation from the Resources Committee. LG informed the audit committee members that she was meeting the newly appointed CEO (Ollie Symons) at the end of June to talk through the budget for 2026-2027 and plan 2027-28. The CFFR would be submitted to the DfE with one year of actuals (2025-26) and two years of forecast including 2027/28. AH highlighted that some of the curriculum reform would come into effect in 2027/28 with some BTECs being defunded. This change would be minimal in 2027/28 but would have a much bigger impact in 2028/29; WFCG would need to consider this for budgeting and planning purposes. AH highlighted that future assurance for governors around curriculum planning would be really important. ***The timetable and plan for the Financial Statements Audit 2025/26 and the letter of engagement from MHA was NOTED and RECEIVED.*** ***The detailed documents and guidance from DfE (College Accounts Direction 2025-26, College Auditor Framework and Guide 2025-26, and the updated Regularity Audit Questionnaire) was taken as read and RECEIVED for information.***	
	ITEMS FOR INFORMATION	
10.	**Risk Register** The meeting noted the current Risk Register for June 2026 which continued to be reviewed and updated by the Senior Leadership Team; TR informed the meeting that this document would be fully reviewed by the SLT on 23 June in readiness for an update to the Board meeting in July. • Risk 1 IT Failure with loss of data for staff or students. Risk of cyber-attacks across FE sector (risk score increased from 16 to 20 but still 'amber'): The meeting discussed the ongoing work in relation to cyber-security and the regular anti-phishing training taking place with all WFCG staff. Governors (RL) highlighted a colour error with the score of 20 post mitigation showing as 'amber' rather than red. TR confirmed that a score of 20 should be coded 'red' and confirmed that she would correct this before submission to the Board. RL asked whether the college could get this score down to amber by reducing the impact to 4 or the likelihood to 3. LG confirmed that once the SOC and SIEM was implemented this would enable management to reduce the risk rating. She informed the meeting that this development had been costed and included in the 2026/27 WFCG budget. Governors (RF) asked whether the impact score of 5 was too high and suggested that AI should be specifically referenced within this risk. Management agreed to discuss this with the Group Director of IT but asserted the devastating impact that would occur if a cyber failure occurred during enrolment or exams. ***ACTION:*** ***i. Correct the RAG colour to highlight this risk as 'red' as 20.*** ***ii. Consider whether the impact score of 5 was too high*** ***iii. Consider whether AI should be specifically considered within this risk.***	**SLT**
	• Risk 2 Failure to meet budget forecast or targets to reduce the operating deficit (risk score remains at 16 'amber'): Acute risk linked to financial health; the upwards pressure on pay was still a very real concern. The meeting agreed with the importance of maintaining the small operating surplus and cash reserves for 2025-26 in the face of uncertainty over future funding and growth due to a stagnant demographic in the target age group for enrolment. • Risk 3 Uncertainty and risks associated with emerging national curriculum reforms (risk score remains at 12 'amber'): This key 'acute' risk was being well managed and senior staff continued to be engaged in advisory groups linked to reform. Curriculum planning for recently announced reforms including new Vocational (V) Level qualifications from September 2027 was now well underway as had been discussed at the Governors' Strategy meeting on 15 May 2026. The meeting was reminded that all FE colleges were required to submit a Strategic Transition Plan Statement to the DfE by 6 July 2026 which outlined headline plans for delivery under the new qualification landscape.	

MINUTE No		ACTION
	• Risk 4 Failure to complete the sale of the Honey Lane site resulting in loss of anticipated capital receipt and delay to strategic capital (heritage) investment (risk score remains at 12 'amber'): The interim CEO (SF) informed the meeting that the rating for this risk would be increased to a red score due to the ongoing delay to finalisation of the sale. She assured the meeting that this would be discussed in detail at the Resources Committee (24 June) and that the Capital Development Group had met on 9 June and was reconvening on 24 June to discuss recent development. An update would be brought to the Board on 8 July 2026. ***The meeting NOTED and APPROVED the updated WFCG Risk Register.*** (All Members were AGREED.)	
11.	**Update on Curriculum Planning** The Deputy Group Principal (KG) presented a report which had been asked for by the Chair of Audit Committee for additional assurance around the curriculum planning process. This was deemed necessary after Audit Committee agreed to amend the internal audit schedule for 2025-26 to defer the curriculum planning audit to autumn 2026. KG reminded the meeting that curriculum planning had been considered at the Governors' Strategy meeting on 15 May. Governors were also reminded that WFCG had now changed its curriculum planning model to cover a 15-month period which was considered good practice by DfE. This meant that staff had already planned September 2027/28 and were now working on September 2028/29 so plans were in place well in advance of deadlines and implementation. This allowed staff to have more time for detailed planning. KG confirmed that the College was working to meet the deadline of 6 July to submit the Strategic Transition Planning Statement (STPS). KG and her team had attended all the relevant DfE webinars. The STPS outlined how each FE college would transition to the qualifications in September 2027 and 2028. KG confirmed that by September 2030 most of the legacy qualifications would have been defunded. The 2030 landscape at level 3 would be V, A and T levels. WFCG curriculum teams were working from the perspective of 2030 and where the college needed to be then. They were using data from the Local Skills Improvement Plans (LSIPs) and looking for gaps in provision where WFCG had expertise. Part of this process required close liaison with other regional colleges. KG assured the meeting that curriculum teams were working with MIS staff to ensure that appropriate qualifications were used. e.g. a two-year enrolment in 2027 for any BTECs still available (not one-year plus a top-up). The College was pulling together a roadmap for each department through to 2030. KG informed the meeting that a big issue was staff nervousness and disbelief that this change would actually happen. The two Principals were attending department meetings to make it clear that the changes would come into effect as planned and make it clear that WFCG could not afford to run both sets of qualifications in tandem (legacy qualifications and new V and T levels). Management was currently looking at upskilling staff and the work that would need to be done to engage with employers. The T Levels included 315 hours of compulsory work experience per learner and all FE colleges were implementing this over the same timeline so competition between colleges would be high for employer engagement and work placements. KG asserted the danger of employer fatigue and the need for regional co-ordination to ensure this was being managed properly. The Chair sought, and was given confirmation, that the internal audit of this area would take place in November 2026 and report to the Audit Committee in March 2027. The meeting talked about any student reaction to these changes but KG confirmed that this was minimal as there was no impact on current students or applicants for 2026/27. The biggest change would affect applicants for 2027/28 and WFCG marketing staff were already working to get better access to years 10 and 11 in secondary schools to brief them on the new qualifications and the WFCG offer. ***The update and assurance on curriculum panning was NOTED***	
12.	**Register of Outstanding Audit Recommendations** The Group Management Accountant (WS) gave the meeting a verbal update. She reminded the meeting that WBG were currently reviewing 27 previous recommendations from 2024/25 and all were looking positive for closure. She informed the meeting that the report from the	

MINUTE No		ACTION

Follow-Up audit would be brought to Audit Committee in September 2026. The Chair asserted his belief that this time lag was too long and asked for a copy of WBG's report from the follow-up audit to be circulated once the management responses were agreed.

The verbal update was NOTED.

ACTION: A copy of WBG's report from the follow-up audit (June 2026) to be circulated to Audit Committee members in advance of September 2026. **WS/ LG/ TR**

13. **Fraud, Irregularity and Whistleblowing Report**

- *Fraud*: The Group Finance Director (LG) presented the report which confirmed that there had been no incidences of fraud, corruption of irregularity perpetrated against the College during the year-to-date 2025/26.

- *Whistleblowing*: The meeting noted the Whistleblowing report in the meeting pack which showed a nil return for the period 1 August 2025 to date. However, the Group Director of Governance (TR) informed the meeting that after the papers were issued, she had received two whistleblowing reports from staff members reflecting a potential H&S issue seen at the Windsor Campus on Monday 8 June. This was in relation some Level 4 learners moving stage props from the College to the Old Court Theatre in Windsor. TR informed the meeting that she had been made aware of the Health and Safety concerns by management on Tuesday 9 June and had only received the two whistleblowing reports on Thursday 11 June. Although she had prior knowledge of the incident, she confirmed that she was following the WFCG Whistleblowing Policy and procedure and had asked the Director of Health & Safety to undertake a full investigation of the incident. An update on the findings of the Whistleblowing investigation would be reported to the next meeting of the Audit Committee or sooner if deemed urgent.

Members NOTED the Fraud Report & Whistleblowing report.

ACTION: An update on the findings of the Whistleblowing investigation would be reported to the next meeting of the Audit Committee or sooner if deemed urgent. **TR**

14. **RSM Briefing: Emerging issues in the FE sector**

The Group Director of Governance provided this FE sector briefing as useful background reading for Audit Committee members. TR highlighted that this was for information only and to some extent duplicated the useful background briefing in the MHA external audit plan (as considered at agenda item 9).

The Emerging Risk briefing from RSM was NOTED

15. **Dates and Times of Future Meetings**

The draft dates and times of the Audit Committee meeting in 2026/27 were noted as:

- Wednesday 23 September 2026 at 5pm on Zoom
- Wednesday 25 November 2026 at 5pm on Zoom
- Wednesday 10 March 2027 at 5pm on Zoom
- Wednesday 23 June 2027 at 5pm on Zoom

These dates would be confirmed once approved at the Board meeting on 8 July 2026.

The draft meeting schedule 2026/27 was NOTED

ACTION: members to flag any non-availability for proposed meeting dates ASAP with Group Director of Governance. **All**

16. **Any Urgent Business**

There were no other urgent items of business raised.

The meeting closed at 6.35pm.

Chair.. Date..