

05.09.16  
Ffôn: (01492) 542313  
Mewnol: est 1313

5-Sep-16  
Tel: (01492) 542313  
Internal: x 1313

Annwyl Aelod o'r Pwyllgor,

Dear Committee Member,

**Par: Pwyllgor Archwilio a Risg**

**Re: Audit & Risk Committee**

**DYDD MERCHER 14.10.15 am 11:00**

**WEDNESDAY, 14.10.15 at 11:00**

Gweler drosodd agenda ar gyfer cyfarfod o'r Pwyllgor Archwilio a Risg sydd wedi ei drefnu ar y dyddiad a'r amser uchod. Fe'i cynhelir yn yr Ystafell Bwrdd, Coleg Llandrillo, Safle Rhos.

Please find overleaf the agenda for a meeting of the Audit & Risk Committee which has been arranged on the above date and time, to take place in the Board Room at Coleg Llandrillo, Rhos Campus.

Byddwn yn ddiolchgar pe baech yn gadael i mi wybod cyn gynted â phosib os fyddwch yn methu mynychu.

I would be grateful if you would let me know as soon as possible if you will be unable to attend.

Yn gywir,

Yours sincerely,



Toby G. Prosser, YH/JP

Swyddog Llywodraethu y Grŵp  
Group Governance Officer

[t.prosser@gllm.ac.uk](mailto:t.prosser@gllm.ac.uk)

Aelodaeth / Membership:

- a. Andy Billcliff
- b. Chris Jackson
- c. Peter Lavin
- d. Shân Oliver
- e. David Williams
- f. Chris Morgans (Coopted Member)

- |    |   |  |
|----|---|--|
| 1  | Ethol Cadeirydd ac Is-gadeirydd   | Election of Chair and Vice-Chair   |
| 2  | Cylch Gorchwyl  | Terms of Reference   |
| 3  | Ymddiheuriadau  | Apologies for absence  |
| 4  | Datganiadau o Ddiddordeb  | Declarations of Interest   |
| 5  | Cofnodion y Pwyllgor Archwilio a Risg a gynhaliwyd ar 24.06.15            | Minutes of Llandrillo Audit & Risk Committee held on 24.06.15            |
| 6  | Materion yn Codi  | Matters Arising  |
| 7  | Argymhelliad Atodlen Monitro - dim  | Recommendation Monitoring Schedule                                       |
| 8  | <u>Rheoli Risg:</u>   | <u>Risk Management:</u>  |
|    | a. Adolygu Risg Blynyddol 14-15   | a. Annual Risk Report 14-15  |
|    | b. Map Gwres, Llywodraethu a Tîm Polisi                                   | b. Heat Map , Governance and Tîm Polisi                                  |
|    | c. Polisi Risg  | c. Risk Policy   |
| 9  | <u>Materion Ariannol:</u>   | <u>Financial Matters:</u>  |
|    | a. Diwedd Grŵp Blwyddyn Cyfrifon 14-15 & Atodiadau                        | a. Grŵp Year End Accounts 14-15 & Appendices                             |
|    | b. Rhagolygon a Rheoli Cyfrifon i 07.15                                   | b. Forecasts & Management Accounts to 07.15                              |
|    | c. Edrych ymlaen - radar risg (ar lafar)                                  | c. Looking forward – risk radar (verbal)                                 |
|    | <u>Materion Adrodd:</u>   | <u>Reporting Matters:</u>  |
| 10 | Adroddiadau Archwilio Mewnol:   | Internal Audit Reports:  |
|    | a. Adroddiad Blynyddol 14-15  | a. Annual Report 14-15   |
|    | b. Gwerth am Arian Llyfrgell Adnoddau                                     | b. VFM Library Resources   |
|    | c. Adolygu Staffio LRSS   | c. LRSS Staffing Review  |
| 11 | <u>Archwiliad Allanol:</u>  | <u>External Audit:</u>   |
|    | Dim.  | No reports   |
| 12 | Adroddiad Blynyddol Swyddog Llywodraethu 2015 (drafft)                    | Governance Officer's Annual Report 2015 (draft)                          |
| 13 | Dyddiad y cyfarfod nesaf - Dydd Mercher am 11am yn Ystafell y Bwrdd Rhos: | Date and time of next meeting - Wednesday at 11am in the Rhos Boardroom: |
|    | 02.12.15; 13.04.16; 15.06.16  | 02.12.15; 13.04.16; 15.06.16   |

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Annwyl Aelod o'r Pwyllgor,

Dear Committee Member,

**Par: Pwyllgor Archwilio a Risg**

**Re: Audit & Risk Committee**

**DYDD MERCHER 02.12.15 am 11:00**

**WEDNESDAY, 02.12.15 at 11:00**

Gweler drosodd agenda ar gyfer cyfarfod o'r Pwyllgor Archwilio a Risg sydd wedi ei drefnu ar y dyddiad a'r amser uchod. Fe'i cynhelir yn yr Ystafell Bwrdd, Coleg Llandrillo, Safle Rhos.

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Yours sincerely,



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- c. Peter Lavin
- d. Shân Oliver
- e. David Williams
- f. Chris Morgans (Co-opted Member)

- |    |  |   |
|----|--|---|
| 1  | Ymddiheuriadau   | Apologies   |
| 2  | Datgan Buddiannau  | Declarations of Interest  |
| 3  | Cofnodion y Pwyllgor Archwilio a Risg a gynhaliwyd ar 14.10.15   | Minutes of Audit & Risk Committee held on 14.10.15  |
| 4  | Materion yn Codi   | Matters Arising   |
| 5  | Amserlen Argymhelliad  | Recommendation Schedule   |
| 6  | Map Gwres Risg a Diweddariadau   | Risk Heat Map and Updates   |
|    | <u>Materion Ariannol:</u>  | <u>Financial Matters:</u>   |
| 7  | <ul style="list-style-type: none"> <li>a. Cyfrifon Diwedd Blwyddyn y Grŵp 14-15 &amp; Atodiadau</li> <li>b. Cyfrifon Cwmni Prentis Menai 14-15</li> <li>c. Rhagolygon a Rheoli Cyfrifon i 10.15</li> <li>d. Diweddariad Cyllid Sensitif</li> <li>e. Tystysgrif Colledion Blynnyddol</li> <li>f. Adroddiad Rheolaeth Trysorlys</li> </ul> | <ul style="list-style-type: none"> <li>a. Grŵp Year End Accounts 14-15 &amp; Appendices</li> <li>b. Cwmni Prentis Menai Accounts 14-15</li> <li>c. Forecasts &amp; Management Accounts to 10.15</li> <li>d. Funding Sensitivities Update</li> <li>e. Annual Certificate of Losses</li> <li>f. Treasury Management Report</li> </ul> |
|    | <u>Materion Adrodd:</u>  | <u>Reporting Matters:</u>   |
| 8  | <u>Archwiliad Mewnol:</u> <ul style="list-style-type: none"> <li>a. Adroddiad Blynnyddol 14-15 (er gwybodaeth)</li> <li>b. Papur Cynnydd</li> <li>c. Adroddiad Meincnodi AB</li> <li>d. Ymchwilio materion Trin Arian Parod (Friars)</li> </ul>  | <u>Internal Audit:</u> <ul style="list-style-type: none"> <li>a. Annual Report 14-15 (for info)</li> <li>b. Progress Paper</li> <li>c. FE Benchmarking Report</li> <li>d. Investigation into Cash Handling issues (Friars)</li> </ul>   |
| 9  | <u>Archwiliad Allanol:</u> <ul style="list-style-type: none"> <li>a. Adroddiad Archwilio Allanol i'r rhai sy'n gyfrifol am Lywodraethu (ISA 260) a Llythyr Cynrychiolaeth</li> <li>b. Adroddiad Data Ariannu ac Atodiad (i'w gyflwyno)</li> </ul>  | <u>External Audit:</u> <ul style="list-style-type: none"> <li>a. External Audit Report to those charged with Governance (ISA 260) plus Letter of Representation</li> <li>b. Funding Data Report &amp; Appendix (to be tabled)</li> </ul>  |
| 10 | <u>Polisiâu:</u> <ul style="list-style-type: none"> <li>a. Diogelu Data</li> <li>b. Gwerth am Arian</li> </ul>   | <u>Policies:</u> <ul style="list-style-type: none"> <li>a. Data Protection</li> <li>b. Value for Money</li> </ul>   |
| 11 | Adroddiad Blynnyddol y PAR i'r Bwrdd 2014-15 (drafft)  | ARC Annual Report to Board 2014-15 (draft)  |
| 12 | Adroddiad Blynnyddol 2015 y Swyddog Llywodraethu (diweddarwyd)   | Governance Officer's Annual Report 2015 (updated)   |
| 13 | Dyddiad ac amser y cyfarfod nesaf - Dydd Mercher am 11yb yn Ystafell y Bwrdd Rhos:   | Date and time of next meeting - Wednesday at 11am in the Rhos Boardroom:  |
|    | 13.04.15, 15.06.15   | 13.04.15, 15.06.15  |

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Annwyl Aelod o'r Pwyllgor,

Dear Committee Member,

**Par: Pwyllgor Archwilio a Risg**

**Re: Audit & Risk Committee**

**DYDD MERCHER 13.04.16 am 11:00**

**WEDNESDAY, 13.04.16 at 11:00**

Gweler drosodd agenda ar gyfer cyfarfod o'r Pwyllgor Archwilio a Risg sydd wedi ei drefnu ar y dyddiad a'r amser uchod. Fe'i cynhelir yn yr Ystafell Bwrdd, Coleg Llandrillo, Safle Rhos.

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- c. David Williams
- d. Chris Morgans (Co-opted Member)

- |    |  |  |
|----|--|--|
| 1  | Ymddiheuriadau   | Apologies  |
| 2  | Datgan Buddiannau  | Declarations of Interest                           |
| 3  | Cofnodion y Pwyllgor Archwilio a Risg a gynhaliwyd ar 02.12.15 | Minutes of Audit & Risk Committee held on 02.12.15 |
| 4  | Materion yn Codi   | Matters Arising                                    |
| 5  | Amserlen Argymhelliad  | Recommendation Schedule                            |
| 6  | Map Gwres Risg a Diweddariadau                                 | Risk Heat Map and Updates                          |
| 7  | <u>Materion Ariannol:</u>                                      | <u>Financial Matters:</u>                          |
|    | a. Rheoli Cyfrifon i Ionawr 2016                               | a. Management Accounts to Jan 2016                 |
|    | b. Adroddiad Rheoli'r Trysorlys a Pholisi                      | b. Treasury Management Report & Policy             |
|    | <u>Adrodd yn Bwysig:</u>                                       | <u>Reporting Matters:</u>                          |
| 8  | <u>Adroddiadau Archwilio Mewnol:</u>                           | <u>Internal Audit Reports:</u>                     |
|    | a. Papur cynnydd   | a. Progress Paper                                  |
|    | a. Adroddiadau Archwilio:                                      | Audit Reports:                                     |
|    | b. Llywodraethu Corfforaethol a Rheoli Risg                    | b. Corporate Governance & Risk Management          |
|    | c. Systemau Data AU a Phrosesau                                | c. HE Data Systems and Processes                   |
|    | a. Cynllunio Gweithredol                                       | d. Operational Planning                            |
|    | d. Strategaethau Cadw a Phrofiad y Dysgwr                      | e. Retention Strategies and Learner Experience     |
| 9  | <u>Adroddiadau Archwilio Allanol:</u>                          | <u>External Audit Reports:</u>                     |
|    | Cynllun Archwilio Allanol.                                     | External Audit Plan.                               |
| 10 | <u>Polisiâu:</u>   | <u>Policies:</u>                                   |
|    | a. Polisi Ffioedd Dysgu  | a. Tuition Fees Policy                             |
|    | b. Polisiâu Pensiynau Llywodraeth Leol Disgresiwn              | b. Local Government Pensions Discretion Policies   |
| 11 | Dyddiad y cyfarfod nesaf:<br>15.06.15                          | Date of next meeting:<br>15.06.15                  |

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Annwyl Aelod o'r Pwyllgor,

Dear Committee Member,

**Par: Pwyllgor Archwilio a Risg**

**Re: Audit & Risk Committee**

**DYDD MERCHER 15.06.16 am 11:00**

**WEDNESDAY, 15.06.16 at 11:00**

Gweler isod agenda ar gyfer cyfarfod o'r Pwyllgor Archwilio a Risg sydd wedi ei drefnu ar y dyddiad a'r amser uchod. Fe'i cynhelir yn yr Ystafell Bwrdd, Coleg Llandrillo, Safle Rhos.

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- |    |   |  |
|----|---|--|
| 1  | Ymddiheuriadau absenoldeb   | Apologies for absence  |
| 2  | Datgan buddiannau   | Declarations of Interest   |
| 3  | Cofnodion PAR a'i cynhaliwyd 13.04.16   | Minutes of ARC held on 13.04.16                                    |
| 4  | Materion yn codi  | Matters Arising  |
| 5  | Rhestr monitro argymhellion – dim   | Recommendations Monitoring Schedule - None.                        |
| 6  | <u>Rheoli Risg:</u>   | <u>Risk Management:</u>  |
| a. | Map gwres risg  | a. Risk Heat Map   |
| b. | Risgiau llywodraethu  | b. Governance Risks  |
| c. | Risgiau Tîm Polisi  | c. Tîm Polisi Risks  |
| 7  | <u>Materion Cyllid:</u>   | <u>Financial Matters:</u>  |
| a. | Cyfrifon rheoli a sefyllfa cyllideb 16-17   | a. Management Accounts & Budget Position 16-17                     |
| b. | Rheolau Ariannol y Grŵp 2016-17   | b. Grŵp Financial Regulations 2016-17                              |
| c. | Datganiad Polisiâu Cyfrifo a SORP   | c. Statement of Accounting Policies & SORP                         |
| d. | Ffi HEFCW a Chynllun Mynediad ar gyfer 2017-18                                      | d. HEFCW Fee and Access Plan for 2017-18                           |
| 8  | <u>Materion Adrodd:</u>   | <u>Reporting Matters:</u>  |
|    | Adroddiadau Archwilio Mewnol:   | Internal Audit Reports:  |
| a. | Adroddiad Cynnydd Archwilio   | a. Audit Progress Report   |
| b. | Dilyniant – Argymhellion cyn archwiliadau   | b. Follow up – Past Audit Recommendations                          |
| c. | Rheolaethau Ariannol Allweddol (Friars)   | c. Key Financial Controls (Friars)                                 |
| d. | Rheolaethau Ariannol Allweddol, adolygiad safleoedd                                 | d. Key Financial Controls Multi Site Review                        |
| e. | Cynllun Archwilio diwygiedig 16-17  | e. Revised Audit Plan 16-17  |
| 9  | <u>Archwiliwr Allanol:</u>  | <u>External Auditor:</u>   |
|    | Dim adroddiad.  | No reports   |
| 10 | Monitro Allanol:  | External Monitoring:   |
| a. | Llythyr drafft parthed data cyllid HEFCW 15-16                                      | a. Draft Letter re HEFCW Funding Data 15-16                        |
| 11 | Dyddiadau cyfarfodydd nesaf – i gyd ar Ddydd Mercher am 11yb yn Ystafell Bwrdd Rhos | Dates of next meetings - all Wednesdays at 11am in Rhos Boardroom: |
|    | 13.10.16; 30.11.16; 22.03.17; 21.06.17  | 13.10.16; 30.11.16; 22.03.17; 21.06.17                             |