

Meeting	Risk, Audit and Compliance Committee	Date	26 May 2022
Location	Broadstairs Executive Boardroom	Time	3.30pm
Membership	Peter Goldsack (Chair), <i>Peter Troke (PT)</i> , Graham Razey (GR)		
In attendance	Tammy Mitchell (CEO). <i>Chris Legg (CFO)</i> , Sharon Hollingsworth (DoG), Nicole Leader – Notetaker Stephen Whybrow, Interim Director of Estates, Item 7 only		

Italics indicates absence

	ITEM	COMMENTS	ACTION
1	Welcome and Apologies	The Chair welcomed everyone to the meeting. Apologies were received from PT and the CFO.	
2	Declarations of Interest	There were no additional declarations to the meeting other than those declared as standing.	
3	Minutes of the meeting held 22 nd March 2022	Minutes of the meeting held 22 nd March 2022 were reviewed as an accurate record and duly signed by the Chair.	
4	Matters Arising not covered by this agenda:	There were no matters arising	
5	Cyber security arrangements and position on GDPR	The CEO presented the paper and updated the Committee explaining that each School within the Trust has separate cyber security arrangements in place and advised that this would keep the	

	<p>breaches in the schools</p>	<p>risk low as the attack would stay local. The highest risk remains with human error clicking on links sent by fishing emails.</p> <p>The CEO added that each School has a designated IT lead, a Trustee queried the level of expertise in cyber security and asked for clarification on what level of qualifications and competency the leads have.</p> <p>The CEO confirmed that training completed by the IT Leads is to the level required to meet insurance requirements.</p> <p>Trustees expressed their concern regarding Schools on different networks, in their opinion this is not a good strategy and could add to the risk. Trustees discussed the option of commissioning a review of cyber security solutions and alternatives for the future with an independent IT specialist and/or consult with the Groups Technology Director for his view.</p> <p>It was noted that Cyber security remains the biggest threat in Education and should be reviewed as part of the Trusts Internal Audit plan for 2022/23.</p> <p>Local Governing Boards to be made aware of the cyber security arrangements currently in place at their school.</p> <p style="text-align: center;">AGREED: The review of Cyber Security solution and alternative arrangements to be added to the 2022/23 Internal Audit Plan</p>	<p>CEO</p> <p>CFO</p>
6	<p>Feedback from Safeguarding Audits</p>	<p>The CEO advised that Safeguarding Audits took place in term four for schools in the Trust except for Queensborough who had received a recent visit from Ofsted. Palm Bay and East Stour were not included in the review.</p> <p>The CEO was pleased to report that the issues raised in previous audit has been addressed and there were no significant areas of concern.</p> <p>Palm Bay has requested a safeguarding audit which will be carried out by the CEO and the Director of Operations in term five.</p>	

		<p>It was noted that East Stour received an external audit recently. The outcomes of this audit will be reviewed and reported back to the RAC Committee at the next meeting.</p> <p>NOTED: Feedback from Safeguarding Audits</p>	CEO
7	Health and Safety update including feedback from H & S audits	<p>The CEO reported that since receipt of the paper from the interim Director of Estates a further update had been received.</p> <p>[SW joined the meeting 15.58]</p> <p>SW reported that Capital Improvement Funding (CIF) for all schools was applied for. Five out of the six bids were successful.</p> <p>SW led Trustees through the actions identified from the H&S audits.</p> <p>Bysing-Wood - was unfortunately unsuccessful in its bid for CIF, due to not being in the position to contribute fully. SW is now working with the School to work on outstanding statutory issues.</p> <p>Remedial works relating to at Bysing-wood are currently being accounted for within the 2022/23 budget setting meetings.</p> <p>If the Bysing-Wood bid is re-sub-mitted in a years' time, any works done in the meantime could affect the bid.</p> <p>The Committee requested for the next meeting a plan from the Local Governing Body on how they intend to address the building works required and their intentions regarding re-applying for funding.</p> <p>SW assured the Committee that the actions on the plan that are identified as a Health and Safety risk can be easily addressed but will need to be prioritised.</p>	SW/CEO

		<p>The outstanding works will be reliant on the flow of the cash from the bids.</p> <p>[SW left the meeting at 16.21]</p> <p>NOTED: Health and Safety update including feedback from H & S audits</p>	
8	Overview of Risk Register and Risk Movement Map	<p>An element of caution was aired when reviewing the Risk Register due to the new schools coming online.</p> <p>Trustees discussed the implications and impact of the White Paper which is due to be published soon. Trustees agreed that the Reforms detailed in the Paper increases the risk of the Trust growth strategy particularly in the short term.</p> <p>The CEO drew attention to the Education Bill which suggests that MATs must grow and support before new MATs are created however there will be lots of competition to grow MATs which will also increase risk.</p> <p>The Committee agreed that a short term risk to the grow the MAT by two new schools each year should be added to the register raising awareness to the Board.</p> <p>The CEO was asked to add the implications of the White Paper in Risk 10 and to include the actions being taken to mitigate the risks under assurance and controls.</p> <p>Under Risk 7 it was noted that the reference to 'recruitment' should state "recruit and retain"</p> <p>AGREED: The Risk Register and Risk Movement Map subject to the above amendments.</p>	CEO
9	White Paper Reforms	<p><u>Opportunity for all - Strong schools with great teachers for your child (publishing.service.gov.uk)</u></p> <p>The Committee discussed the White Paper in depth whilst discussing the Risk Register. No further comment to be made until the Education Bill has been published.</p>	

		<p>AGREED: A report detailing the implications and impact of the Education Bill to be provided at the Trustees meeting in July.</p>	CEO
10	Financial Regulations	<p>The Financial regulations have been updated to include the changes in petty cash procedure and limits. This has also been implemented at the local governing body level.</p> <p>The CEO clarified that only appendix 2 has changed within the Financial Regulations, Trustees were comfortable with the changes.</p> <p>AGREED: Recommend the updated Financial Regulations for approval at the Trustees Board meeting in July.</p>	
	AOB	The next meeting will be held on 29 th November 2022 at 3pm	

There being no further business the meeting closed at: 16.55

Signed: 

Print: P F TROUKE

Date: 29/11/22