

MINUTES AUDIT COMMITTEE RISK REGISTER REVIEW MEETING 10 JULY 2018

(All resolutions passed were the unanimous decision of the Audit Committee members present unless otherwise stated)

Meeting Title	Audit Committee Review of Risk Register
Date	10 July 2018
Members	M N. Ratnavel Chair Mr T. Byrne-Price Ms K. Driver Mr R. Foulston Mr N. Ware
In Attendance	Mr R. Greenaway Deputy CEO Mr Mayhew-Smith Group Principal / CEO Mr A. Slade Principal, South Thames College
Key Meeting Outcomes	
1.	APOLOGIES
1.1	Apologies were received from Mr Roberts. In addition apologies were received from the Deputy CEO, Quality and Performance, the Director of Finance and the Head of Governance who all normally attend Audit Committee Meetings. The Group Principal / CEO and the Principal, STC were welcomed to the meeting.
1.2	It was agreed that the Deputy CEO would take the minutes of the meeting.
1.3	DECLARATION OF INTEREST Mr Ware declared his usual interest as a retired partner in Baker Tilly and that he undertakes consultancy work for RSM (previously Baker Tilly). RSM previously informed Carshalton College's Audit Committee that their Ethical Committee have reported that there is no conflict of interest as his association with RSM is totally separate from the audit side of the firm. Other members confirmed that they did not have any pecuniary or other interest in any item on the agenda.
2.	REVIEW OF BOARD ASSURANCE FRAMEWORK AND RISK REGISTER
2.1	The meeting was an additional meeting requested by the Audit Committee to allow time for a detailed review of the Risk Register.
2.2	The Chair proposed that the committee review each of the risks on the Risk Register but grouped their considerations in line with the Board Assurance Dashboard .
3.	Poor Ofsted or QAA HE Review It was agreed that the risks forming this grouping should all reflect the similar causes which were identified as <ul style="list-style-type: none"> • Insufficient levels of teaching and learning be good • Outcomes for learners were at best satisfactory • Poor Levels of attendance • Ineffective performance monitoring arrangements <p>Specifically it was also confirmed that the additional causes for low English and Maths success rates would be students not be placed on the correct level.</p> <p>In the case of risk 15 - Poor Apprenticeship success rates - there was need to add an action which required the review of performance forecasting and monitoring</p>

	arrangements as assurance levels within the Assurance Log had been assessed as low.
4.	<p>Declining Financial Performance</p> <p>The Committee requested that that the risk relating to income and expenditure be reworded to “An imbalance between income and expenditure to the extent that expenditure levels are not affordable”. The risk should also recognise that an effect of this risk could be a breach of the bank covenant.</p> <p>The Committee requested that the cash risk should also be reworded to say “ insufficient cash flow” and that the effect of this risk also include a breach of covenant. This risk should also recognise the new reserves policy had been introduced as a further preventative control.</p>
5.	<p>Failure or lack of availability of key infrastructure services</p> <p>The Committee requested that the accommodation risk within this grouping also include the quality of the accommodation.</p>
6.	<p>Staff performance detrimentally impacts on learners</p> <p>The Committee requested that the Group Principal would determine whether it was possible to establish from the various surveys and other data analysis available whether any correlation could be drawn between wellbeing and outcomes to identify good practice or establish areas for action.</p>
7.	<p>Non-compliance with statutory duties</p> <p>The Committee considered the risk falling within this risk grouping and did not propose any changes to the current risk register.</p>
8.	<p>Declining student numbers or planned student targets not achieved</p> <p>For all of the risks in this category it was agreed that the cause should also include that curriculum does meet local demand and need and the impact of poor quality/Ofsted inspections. The preventative controls should also describe the planning process to ensure curriculum is responsive to demand.</p>
9.	<p>Further considerations by the Committee</p> <p>There was insufficient time to discuss the two remaining risk areas but the Committee confirmed in their view the importance of a briefing sessions on Risk Management for the whole Governing Body taking place in the Autumn Term and as part of this the up-dated risk register and dashboard should be considered and the Corporation should be asked to confirm the risks identified and the risk management policy.</p> <p>The Committee also sought to clarify how the other Committees were able to come to a conclusion of the risk levels put to them for consideration at each meeting. The Group Principal and Deputy CEO advised the Committee of how the agenda was structured to enable each Committee to consider detailed reports prior to their risk considerations. This enables each committee to question managers and take into account the information presented to them in reaching their conclusion on whether to accept or change the risk levels proposed by managers.</p> <p>The Committee also asked managers to consider two further factors in reviewing risk for the coming year. Firstly, the effectiveness of Governance arrangements and secondly a risk around loss of senior posts.</p>

	MEETING DATES	
	The meeting dates for this committee for next year are as below:	
	Thursday 29 th November 2018	6.30-8.30pm
	Thursday 14 th March 2019	6.30-8.30pm
Thursday 20 th June 2019	6.30-8.30pm	Merton College Kingston College South Thames College (Wandsworth)

The meeting closed at 18.50 pm.

Signed:Date:.....