



## AUDIT AND RISK COMMITTEE - MINUTES

**Minutes** of the Audit and Risk Committee held virtually on Thursday 7<sup>th</sup> July 2022 at 4pm

Trustees: Mr D Austin (Chair), Mr S Cryer, Mr A Venter, Mrs S Flack, Mr J Dunn.

Also Present: Dr Blunden (Chief Executive), Mrs J Brinson (Director of Business and Finance), and Mrs B Couch (Governance Officer)

Item	Decision	Action
1.	<b>Welcome, Introductions and Apologies</b> The Chair welcomed members and thanked them for their time.	
2.	<b>Minutes of 4<sup>th</sup> May 2022</b> The Minutes of the meeting held on 4 <sup>th</sup> May 2022 were <b>APPROVED</b> as an accurate record of proceedings and will be signed by the chair at the next face to face meeting.	Governance Officer
3.	<b>Matters arising</b> None	
4.	<b>Internal Auditor Report 21/22</b> Trustees <b>REVIEWED</b> the report and agreed the management action set out in the action plan. Trustees <b>THANKED</b> the team for the hard work and were pleased with the clean bill of health. Trustees new to the committee <b>QUESTIONED</b> how the audit focus is determined and the audit plan was explained and discussed.	
5.	<b>Risk Register Update</b> The current risk register was shared with Trustees and additional items were <b>DISCUSSED</b> to be taken to the full board meeting.	
6.	<b>Data Protection Officer Update</b> Trustees <b>RECEIVED</b> and <b>DISCUSSED</b> the previously circulated reports. Trustees were <b>INFORMED</b> of the processes followed for SARS and FOI requests and assured that legal advice is sought when necessary.	

	Trustees <b>QUESTIONED</b> the training provided to staff and were <b>INFORMED</b> that GDPR training is rolled out across the Trust to all staff.	
<b>7.</b>	<p><b>Census Numbers</b></p> <p>Trustees <b>REVIEWED</b> and <b>APPROVED</b> the pupil numbers across the trust.</p> <p>Trustees <b>NOTED</b> that there is a downward trend in terms of NOR at some Trust schools – this is being addressed in individual schools with marketing and promotion of the school. Trustees <b>NOTED</b> there will be a challenge over the next 3-5 years as birth rates are not rising significantly and housing availability is an issue for many of the communities our schools serve.</p> <p>Trustees <b>REVIEWED</b> and <b>APPROVED</b> the pupil census figures for Summer 2022.</p>	
<b>8.</b>	<p><b>External Audit plan 2022</b></p> <p>Trustees <b>NOTED</b> the previously circulated audit plan and <b>NOTED</b> the needs to undertake a tendering exercise.</p>	
<b>9.</b>	<p><b>Sennen School Funding Audit</b></p> <p>Trustees <b>NOTED</b> the previously circulated funding audit and expressed their congratulations the school for this positive report.</p>	
<b>10.</b>	<p><b>Any other business</b></p> <p>None.</p>	
<b>11.</b>	<p><b>Date of next meeting</b></p> <p>To be confirmed.</p>	