



Finance, Audit and Risk Committee of the City of London Academies Trust

Date: THURSDAY, 28 FEBRUARY 2019

Time: 10.00 am

Venue: CHAIRMAN'S ROOM 1 - COMMITTEE ROOMS, GUILDHALL, WEST WING, LONDON, EC2V 5HH

Members: Andrew McMurtrie (Chairman)
Peter Bennett
Dawn Elliott
Lucas Green
Deputy Clare James
Mark Emmerson (Finance Matters Only)

Enquiries: Alistair.MacLellan@cityoflondon.gov.uk

DIAL-IN DETAILS

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AGENDA

1. **APOLOGIES**

2. **DECLARATIONS**

3. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 6 December 2018.

For Decision
(Pages 1 - 2)

4. **QUESTIONS**

5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

6. **EXCLUSION OF THE PUBLIC**

For Decision

7. **NON-PUBLIC MINUTES**

To consider the non-public minutes of the meeting held on 6 December 2018.

For Decision
(Pages 3 - 8)

8. **OUTSTANDING ACTIONS**

Report of the Clerk.

For Information
(Pages 9 - 10)

9. **GROWTH STRATEGY - RECONSIDERATION OF STRATEGY OPTIONS**

Report of the Chief Executive Officer.

For Discussion
(Pages 11 - 18)

10. **CLUSTER SUPPORT STRUCTURES IMPLEMENTATION**

Report of the Chief Executive Officer.

For Decision

11. **CITY OF LONDON ACADEMIES TRUST SCHOOLS INFORMATION AND COMMUNICATIONS TECHNOLOGY**

Report of the Director of Information and Communications Technology.

For Information
(Pages 23 - 40)

12. **HUMAN RESOURCES AND STAFFING UPDATE**

Report of the Human Resources Director.

For Decision
(Pages 41 - 46)

13. **CHIEF FINANCIAL OFFICER'S UPDATE**

Report of the Chief Financial Officer.

For Information
(Pages 47 - 74)

14. **HEALTH AND SAFETY MONITORING IN TRUST SCHOOLS**

Report of the Chief Financial Officer.

For Information
(Pages 75 - 78)

15. **TRUST STRATEGIC RISK REGISTER**

Report of the Chief Financial Officer.

For Information
(Pages 79 - 88)

Audit Matters

16. **INTERNAL AUDIT**

Report of the Chief Financial Officer.

For Decision
(Pages 89 - 100)

17. **EXTERNAL AUDIT**

Report of the Chief Financial Officer.

For Decision
(Pages 101 - 140)

18. **NON-PUBLIC QUESTIONS**
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND THE COMMITTEE AGREES CAN BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
20. **CONFIDENTIAL MINUTES – CIRCULATED SEPERATELY**
To consider the confidential minutes of the meeting held on 6 December 2018.

For Decision

FINANCE, AUDIT AND RISK COMMITTEE OF THE CITY OF LONDON
ACADEMIES TRUST

Thursday, 6 December 2018

Minutes of the meeting of the Finance, Audit and Risk Committee of the City of London Academies Trust held at Guildhall EC2 at 9.00 am

Present

Members:

Andrew McMurtrie (Chairman)
Peter Bennett
Dawn Elliott

Lucas Green
Deputy Clare James

Officers:

Mark Emmerson - Chief Executive Officer
Claire Hersey - Chief Financial Officer
Katyryna Zamulinskj - Human Resources Director
Alistair MacLellan - Clerk

In Attendance:

Edward Finch - External Auditor – Buzzacott LLP

1. APOLOGIES

There were no apologies. The Clerk noted that Dawn Elliott and Deputy Clare James would be arriving late.

2. DECLARATIONS

There were no declarations.

3. MINUTES

RESOLVED, that the minutes of the meeting held on 4 October 2018 be approved as a correct record.

4. QUESTIONS

There were no questions.

5. ANY OTHER BUSINESS

There was no other business.

6. EXCLUSION OF THE PUBLIC

RESOLVED, that the public be excluded and that Trustees move into private session.

7. NON-PUBLIC MINUTES

RESOLVED, that the non-public minutes of the meeting held on 4 October 2018 be approved as a correct record.

8. **OUTSTANDING ACTIONS**
Trustees considered a report of the Clerk regarding outstanding actions arising from previous meetings.
9. **CHIEF FINANCIAL OFFICER'S UPDATE**
Trustees considered an update report of the Chief Financial Officer.
10. **2018 YEAR END FINANCIAL STATEMENTS & EXTERNAL AUDIT - TO FOLLOW**
Trustees considered a report of the Chief Financial Officer regarding the 2018 year-end financial statements and external audit.
11. **HEALTH AND SAFETY MONITORING IN TRUST SCHOOLS**
Trustees considered a report of the Chief Financial Officer regarding health and safety monitoring in City of London Academies Trust schools.
12. **HUMAN RESOURCES AND STAFFING UPDATE**
Trustees considered an update report of the Human Resources Director regarding Human Resources and Staffing.
13. **PROPOSED CLUSTER SUPPORT STRUCTURES**
Trustees considered a report of the Chief Executive Officer regarding proposed cluster support structures.
14. **TRUST STRATEGIC RISK REGISTER**
Trustees considered a report of the Chief Financial Officer regarding the Trust Strategic Risk Register.
15. **NON-PUBLIC QUESTIONS**
There were no questions.
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT WHILST THE PUBLIC ARE EXCLUDED**
There was one item of other business.

The meeting closed at 10.32 am

Chairman

Contact Officer: alistair.maclellan@cityoflondon.gov.uk

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