



## Board of Trustees of the City of London Academies Trust

**Date:** FRIDAY, 11 DECEMBER 2020

**Time:** 9.00 am

**Venue:** VIRTUAL MEETING

- a) Minutes of the Audit and Risk Committee  
Audit and Risk Committee Minutes 03.12.20 now attached
- b) Minutes of the Finance and Operations Committee  
Finance and Operations Committee Minutes 03.12.20 now attached
- c) Non-Public Minutes of the Audit and Risk Committee  
Audit and Risk Committee Minutes 03.12.20 now attached
- d) Non-Public Minutes of the Finance and Operations Committee  
Finance and Operations Committee Minutes 03.12.20 now attached
- e) Appointment of Co-opted Trustee  
Report of the Town Clerk

Item received too late for circulation in conjunction with the Main Agenda.

**John Barradell**  
**Town Clerk and Chief Executive**

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## AUDIT AND RISK COMMITTEE OF THE CITY OF LONDON ACADEMIES TRUST

Thursday, 3 December 2020

Minutes of the meeting of the Audit and Risk Committee of the City of London Academies Trust held at the Guildhall EC2 at 10.00 am

### Present

#### Members:

Peter Bennett (Chairman)  
Edward Benzecry

Tijs Broeke  
Dawn Elliott

#### Officers:

Mark Emmerson	- Chief Executive Officer
Billy Harvey	- Director of ICT
Claire Hersey	- Chief Financial Officer
Smith Umoren	- Director of Estates and Facilities Management
Antoinette Duhaney	- Town Clerk's Department

#### 1. **APOLOGIES**

There were no apologies.

#### 2. **DECLARATIONS**

There were no declarations.

#### 3. **MINUTES RESOLVED**

That the minutes of the meeting held on 02.10.20 be approved as a correct record.

#### 4. **QUESTIONS**

There were no questions.

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

There was no other business.

#### 6. **EXCLUSION OF THE PUBLIC RESOLVED**

That the public be excluded for the remaining items of business as they are likely to involve discussion on matters deemed commercially sensitive to the City of London Academies Trust.

#### 7. **NON-PUBLIC MINUTES RESOLVED**

That the non-public minutes of the meeting held on 2.10.20 be approved as a correct record.

8. **OUTSTANDING ACTIONS**

Trustees considered a report of the Town Clerk regarding outstanding actions arising from previous meetings.

9. **INTERNAL AUDIT UPDATE**

The Committee considered a report on Internal Audit Services to the Trust.

10. **EXTERNAL AUDIT UPDATE**

The Committee considered a report reviewing the draft financial statements and annual report and the report and management letter from the auditor.

11. **TRUST STRATEGIC RISK REGISTER**

The Committee considered a report on strategic risks at the Trust level.

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

The Committee considered a report providing an update on measures to ensure compliance with Health & Safety regulations.

13. **NON-PUBLIC QUESTIONS**

There were no non-public questions.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND THE COMMITTEE AGREES CAN BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was one item of urgent business.

**The meeting closed at 11.06 am**

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Chairman

**Contact Officer: Antoinette Duhaney  
Antoinette.Duhaney@cityoflondon.gov.uk**

**FINANCE AND OPERATIONS COMMITTEE OF THE CITY OF LONDON**  
**ACADEMIES TRUST**

**Thursday, 3 December 2020**

**Minutes of the meeting of the Finance and Operations Committee of the City of London Academies Trust held at the Guildhall EC2 at 9.00 am**

**Present**

**Members:**

Peter Bennett (Chairman)  
Edward Benzecry

Tijs Broeke  
Dawn Elliott

**Officers:**

Mark Emmerson	- Chief Executive Officer
Billy Harvey	- Director of ICT
Claire Hersey	- Chief Financial Officer
Smith Umoren	- Director of Estates and Facilities Management
Antoinette Duhaney	- Town Clerk's Department

**1. APOLOGIES**

There were no apologies.

**2. DECLARATIONS**

There were no declarations.

**3. REGISTER OF INTERESTS**

Committee Members confirmed that their Register of Interests were up to date.

**4. MINUTES  
RESOLVED**

That the minutes of the meeting held on 02.10.20 be approved as a correct record.

**5. QUESTIONS**

There were no questions.

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

There was no other business.

**7. EXCLUSION OF THE PUBLIC  
RESOLVED**

That the public be excluded for the remaining items of business as they are likely to involve discussion on matters deemed commercially sensitive to the City of London Academies Trust.

8. **NON-PUBLIC MINUTES  
RESOLVED**

That the non-public minutes of the meeting held on 2.10.20 be approved as a correct record.

9. **OUTSTANDING ACTIONS**

Trustees considered a report of the Town Clerk regarding outstanding actions arising from previous meetings.

10. **CHIEF FINANCIAL OFFICER UPDATE**

The Committee considered an update from the CFO.

11. **ICT UPDATE**

The Committee considered an ICT update from Officers

12. **ESTATES & FACILITIES UPDATE ON TRUST SCHOOLS**

The Committee considered an update on Estates and facilities at Trust schools.

13. **NON-PUBLIC QUESTIONS**

There were no non-public questions.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT  
AND THE COMMITTEE AGREES CAN BE CONSIDERED WHILST THE  
PUBLIC ARE EXCLUDED**

There was no other business.

15. **CONFIDENTIAL MINUTES  
RESOLVED**

That the confidential minutes of the meeting held on 02.10.20 be approved as a correct record.

16. **HUMAN RESOURCES & STAFFING UPDATE**

The Committee considered a report on staffing matters.

**The meeting closed at 9.52 am**

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Chairman

**Contact Officer: Antoinette Duhaney  
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