

<p>5. Risk management & mitigation</p>	<p>Committee considered College Risk Register, Covid Risk Register, and New Build Risk Register, all previously circulated.</p> <p>5.1 College Risk Register: The register has been segmented in a practical way. Mike Benson said it was a good idea to have the 4 highest risks at the top as it is now. JBL said the Ofsted Risk has been reduced following the recent Outstanding result. RKI questioned the financial risk which is marked high risk and said this was a risk out of the college control due to income being externally funded. JBL said budgets and projections were used but the college must stay alert to any changes and agreed it is largely out of college control.</p> <p>5.2 New Build Risk Register: JBL said he is happy with the project management of the building site. MOC asked if there had been any complaints, JBL confirmed that there hasn't. JBL said that SLT will decide if they will hire a venue for exams next summer instead of using Rostron building. A venue will be hired, or the build will have to stop during exams. JBL said the build is currently 3 weeks ahead of schedule.</p> <p>5.3 Covid Risk Register: The register was updated in February when the last iteration of the national guidance was published. SLE said that the number of Covid cases are beginning to rise, DfE has not issued any updates, and a watching brief is required. MOC confirmed with SLE that reporting of cases is no longer required. LWI asked what the process is for staff with Covid, SLE replied that staff and students should isolate for 3 days after a positive test result. RKI asked if the college is still collating Covid statistics, SLE said no, and staff absences due to Covid are included with other illnesses in the absence figures.</p>	
<p>6. Internal audit</p>	<p>Unit One are preparing an internal audit plan for 2022/23, based on the college strategic plan and areas that have not been reviewed for some time. Clerk to distribute to members when it's available.</p>	<p>Clerk</p>
<p>7. External audit</p>	<p>Mike Benson confirmed that Murray Smith started the field work of their audit in the college on 26/9/22.</p>	

<p>8. Policies</p>	<p>8.1 Data Protection – JBL confirmed there has not been any data leaks, and students and staff provide data consents when they start with the college. Information is kept for 6 years after departure and is then confidentially destroyed. The only updates made to the policy were job titles.</p> <p>8.2 Risk – only change to the policy is updating the title of Vice Principal to Deputy Principal. RKI and CKN requested that any changes have ‘strike out’ and are highlighted red.</p>	<p>Policy authors</p>
<p>9. Scheme of Delegation</p>	<p>Clerk explained that RAR has amended the document, this will go to every committee to be checked, governors are asked to feedback to RAR any amendments, and the final version will go to a future Corporation Meeting.</p>	<p>Committee members</p>
<p>10. Standing Orders</p>	<p>Clerk explained that RAR has updated the standing orders and asked for governors to feedback to him any comments and suggestions, and the final version will go to a future Corporation Meeting.</p>	<p>Committee members</p>
<p>11. Legal, regulatory, sector updates</p>	<p>Mike Benson gave a verbal update:</p> <ol style="list-style-type: none"> 1. The Income Audit that the external auditors undertake checks the figures in the Financial Statement, it does not verify every student and every piece of funding. MOC asked how the funding works for each student, SLE said funding is received after the student passes day 42 in the first year, if they don’t complete 2 years a portion of the funding is repaid as a minus figure on the funding statement. 2. Colleges may be moved back to the public sector when the ONS publish the results of their review. Some of the implications of this if it’s agreed relate to VAT, commercial borrowing and how accounts are prepared. SLE said the decision has been pushed back until October. MOC asked if this will mean returning to Local Authority control, it won’t. 3. Awaiting the annual report from the actuaries on the pension, Mike has seen several reports for other colleges this year switch from pension liability to pension asset, this demonstrates that it’s usual for this number to move around. 4. On the Association of Colleges website a letter has been sent to the new secretary of state on behalf of all colleges asking for a long-term education strategy, and to prioritise skills for the workplace as well as knowledge. During a discussion about needing Excel skills in the workplace, HKH (student governor) confirmed that he has 	

	no experience of using Excel from high school or Greenhead.	
12. AoB	None.	
13. Confidentiality	No confidential minutes or papers identified.	
14. Date next mtg	Date of next meeting: Mon 14 Nov 5.00pm, initially jointly with Finance & Estates Committee at 4.00pm	All: note

Minutes prepared by Sharon Roper (Clerk to the Corporation) on 5/10/22

Approved & signed by Richard King, Vice-Chair dated 14/11/22