

JOHN LEGGOTT COLLEGE

Minutes of a meeting of the Audit Committee
held via Zoom on Tuesday 14 September 2021 at 5.30pm

PRESENT: Mr J Aslam (Chair)
Mr J Fitzgerald
Mrs A Moore

IN ATTENDANCE: Mrs J Hirst (Director of Finance & Resources)
Mrs C Holmes (Deputy Principal)
Mr S Driver
Mrs S Hotchin
Mr L Riley (Principal)
Mrs B Robinson (Director of Governance)
Mr P Townsley
Mr J Watkinson

1 **Apologies**

There were no apologies for absence; everyone on the Audit Committee was present.

In addition other governors had been invited to attend in order that all committees were represented when risks facing the college were considered and sources of assurance agreed.

RESOLVED that this be noted.

2 **Declaration of Interests**

There were no declarations of interest reported at this meeting.

RESOLVED that this be noted.

3 **Board Assurance Framework (BAF)/Risk Register 2021-22**

Members received the draft Risk Register and considered whether these were the correct risks facing the college in the short to long term, what controls should be in place and what sources of assurance they would wish to receive.

RESOLVED (a) that the Risk Register be updated as agreed and presented to the Corporation meeting in October.

RESOLVED (b) that further consideration be given to the outstanding risks by the appropriate committee when guidance was received to complete.

chairperson's signature

RESOLVED (c) that the whole process be kept under review via Risk Management Group meetings and monitoring by Audit Committee and if controls were not providing the necessary assurance that these be reviewed and the use of external sources of assurance considered.

RESOLVED (c) that this process and format be undertaken again next year.

4 **Any Other Urgent Business**

There was none.

RESOLVED that this be noted.

5 **Reminder of Future Meeting Dates**

RESOLVED (a) that it be noted that the next meetings would be held on the following dates at 5:30pm (via Zoom):

- Tuesday 16 November 2021
- Tuesday 22 February 2022
- Tuesday 7 June 2022