

<b>Chair</b>	Pam Rowe
<b>Corporation Member</b>	Lalage Clay
<b>Co-opted Member</b>	John Turnbull
<b>In Attendance</b>	Principal & CEO: Paul Stephen Chief Operating Officer (COO): Judith Abbott Deputy CEO: Jamie Purser Scrutton Bland, Internal Audit Service: Ryan Pearce Funding Audit and Compliance Manager: Simeon Gibbons
<b>Clerk to the Corporation</b>	Judith Nelson

<b>Item No</b>	<b>Item of business</b>
<b>PRELIMINARY PROCEDURAL MATTERS</b>	
<b>1.</b>	<b>Chair's Welcome &amp; Opening Remarks</b> The Chair thanked and welcomed all in attendance and gave a vote of thanks to Lalage Clay, Corporation Governor for joining the membership of this committee.
<b>2.</b>	<b>Apologies For Absence</b> <ul style="list-style-type: none"> <li>▪ Tom Flynn</li> <li>▪ Paul Goddard, Scrutton Bland</li> <li>▪ RSM, External Audit Service</li> <li>▪ Pieter Vermeulen, Finance Director</li> </ul>
<b>3.</b>	<b>Declaration of Interests</b> None received.
<b>4.</b>	<p>a. <b>Minutes of the Last Meeting Held on 29 November 2023</b> The minutes were approved as a true and accurate record.</p> <p>b. <b>Matters Arising and Action Points from the Meeting</b> Item 11b - <b><i>ACTION COO: The Committee requested for the presentation of the Safer Recruitment Policy to be carried forward.</i></b></p>
<b>ITEMS FOR CHALLENGE, MONITORING &amp; REVIEW</b>	
<b>5.</b>	<p><b>INTERNAL AUDIT RISK &amp; ASSURANCE REPORTS</b> The Committee noted one internal audit has been conducted for adult learning recruitment and the outcome and recommendations are highlighted below:</p> <p>a. <b>Risk &amp; Assurance Progress Report February 2024</b> Fieldwork for an advisory audit of Environmental, Social &amp; Governance has been undertaken during week commencing 19 February and several further audits are scheduled for the coming weeks which will be presented at the next Committee meeting.</p> <p>b. <b>Internal Audit Report</b> <ul style="list-style-type: none"> <li>i. <b>Adult Learner Recruitment</b> Significant assurance opinion with two low risk recommendations which the college accepts and has already implemented.</li> </ul> </p>

Item No	Item of business
6.	<p><b>Risk Register Update</b></p> <p>The Committee reviewed the risk register position update, noting the following:</p> <ul style="list-style-type: none"> <li>One new risk has been added since the start of the year, "Qualification reform / defunding of BTECs adversely impacts the prospects of Newham College students". This risk will not impact the current year performance but unless managed could have a significant impact on the outcomes for students in future years.</li> <li>Of the 20 risks now identified, 7 are judged to have reduced in severity at this point in the year while none have increased.</li> </ul> <p>The Committee were pleased to note this is a positive position at this point in the year, compared with this time last year when only 4 risks had reduced in severity.</p>
7.	<p><b>Cyber Security/Threats Update Report</b></p> <p>The Committee received an update on the following headlines:</p> <ul style="list-style-type: none"> <li>Cyber threats</li> <li>Phishing Awareness Campaign</li> <li>Cyber Essentials Plus</li> <li>Frequency of Backups/Implementation of JISC lines</li> <li>Network Infrastructure Uptime</li> </ul>
8.	<p><b>Year End Audit Findings Status Update</b></p> <p>The committee reviewed the progress of outstanding actions against the year-end audit findings.</p>
9.	<p><b>Safeguarding &amp; Prevent Update</b></p> <p>The Committee received a position update on the College's safeguarding and prevent activities and compliance measures that the College is currently undertaking to keep its learners and staff safe. The report updated the Committee on:</p> <ul style="list-style-type: none"> <li>Safeguarding activities and compliance measures</li> <li>analyses of safeguarding activity for the first term and comparison of case types and trends, vulnerable student data, key developments, current challenges and safer recruitment and staff training activities.</li> </ul>
10.	<p><b>College Audit Compliance Progress Update</b></p> <p>The Committee received a comprehensive update on the funding and compliance audits undertaken by the College's Funding Audit and Compliance Manager, and reviewed the following updates:</p> <ol style="list-style-type: none"> <li>Apprenticeship Funding</li> <li>16-19 Study Programmes</li> </ol>
11.	<p><b>Any Other Business</b></p> <p>None received.</p>
12.	<p>All noted the date of next meeting on 12 June 2024 @ 6pm by Teams:</p>