

Risk, Audit and Compliance Committee Minutes

Meeting	Risk, Audit and Compliance Committee	Date	Monday, 15 th July 2024
Location	EKC Schools Trust Boardroom	Time	1.00 p.m.
Membership	Peter Goldsack (Chair), Peter Troke (PT), Alan Horton (AH); Emma Wilkinson (EW)		
In attendance	Tammy Mitchell, Chief Executive Officer (CEO); Chris Legg, Chief Financial Officer (CFO); Sharon Hollingsworth, Group Director of Governance (GDC), Claire Edgeworth – Notetaker.		

	ITEM	COMMENTS	ACTION
1	Welcome and apologies for absence	The Chair welcomed everyone to the meeting and there were no apologies of absence.	
2	Declarations of Interest	There were no additional declarations to the meeting other than those declared as standing.	
3	Risk Management Report: EKC Sheppey Secondary	<p>The CEO shared the Risk Management Report prior to the meeting. The CEO and her team have compiled a report to give Trustees a sense of the current situation.</p> <p>The CEO had met the staff team at Sheppey Secondary this morning, for the first time.</p> <p>The CEO gave a summary of the main headings from her paper.</p> <p><u>Capital</u> The Common Transfer Agreement (CTA) was signed on the 13th June and the land transferred to EKC Schools Trust on that date. EKC Schools Trust have now taken over the lease and a Licence to Occupy agreement was given to OCL to operate until 19th July. Workmen are now on site and things are moving forward. The IT infrastructure and devices have been ordered and Barry Boden (BB), Group Director of Digital, has led on this. BB is also working on the catering system. Dan</p>	

	<p>Lewsey (Project Manager) is working on the other capital programmes. The main capital programme is running behind, but there is a contingency plan, as there is a building that is not needed until September 2025, so work is being undertaken to complete the other two buildings. Any small one-off jobs have been given to smaller contractors, to enable the larger contractors to get on with the main jobs. The CEO has derisked as much as possible. Trustees queried if the work is not finished what will happen and the CEO advised that we will not be able to open. The CEO feels strongly that the young people are not put at risk or do not have the things in place that they need.</p> <p>The Chair queried the pre-Ofsted opening inspection. The CEO advised that this was a desktop exercise only and did not involve viewing the school, as Oasis would not let them on site. The CEO presented 60+ documents to show what was in place already. The Trust passed with flying colours.</p> <p><u>Alternative Provision</u></p> <p>There is now an MOU in place between the Alternative Provision provider (ALT), EKCSS, LAT, KCC and DfE. There was meant to be a new SEMH school opening in Sheppey, but their licence was revoked. KCC undertook a full assessment in alternative provision, and 18 young people were named by KCC as on our roll but will not be starting with us in September. The CEO will work with ALT to focus on getting the young people back into education. The CEO advised that the young people are on our numbers for classes, but the money will go to ALT. The Trust have bought 10 additional places, as there was a concern that other local providers would fill the places. Trustees wanted this to be on the Risk Register although acknowledged it is not our risk. The funding comes from us in the first instance so we can change providers if we need to, so there is some risk management around this.</p> <p>The Chair queried how closely the Sheppey Secondary Governors will be aware of the risks. The CEO advised that the risks would need to stay on the register for 3 years. The Chair of Governors serves on the Trust RAC Committee. Operationally, the CEO will move away in September and the Head Teacher will take over.</p>	
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4	Matters Considered Confidential	There were no matters considered confidential.	
5	Date and time of next Meeting	The next meeting is Tuesday, 26 November 2024 at 2.30pm	

There being no further business the meeting closed at: 13.55 pm.

Signed: 

Print: P Goldsack

Date: 5/2/25