

**MANAGING RISK AND INTERNAL CONTROLS SUB-COMMITTEE**  
13 March 2019 12:45 - 14:15 TP, Lingfield Point (Baldwin)

	Item	Lead	Paper details	nbr	Guide Time
1	Welcome and Apologies	JG	Apologies - Lee Probert By phone - David Butcher		12:45
	Minutes of the previous sub-committee meeting	JG	To be agreed	2	
2	Actions from previous meeting (by exception)	SC	MR3/121218 - ESFA Academies handbook	3 8	
3	<b>March</b> – sub-committee focus on approach to production of end of year accounts and NAO audit process	KB	Interim accounts update. Issues to be addressed before full accounts audit process.	9	12:50
4	Review Dashboard and supporting papers	JG SC	- Dashboard - Dashboard overview - Quarterly sub-committee report - Issues log	4 5 6 7	13:05
5	Review of Operational and Strategic Risk Registers	SC		10	13:25
	Emerging Risks and Issues Log	SC			
6	Forward Work Plan	SC DH	Cyber Security (TPSPB AP9/230119)	v	13:40
6a	Topics for 2019			11	
7	Agree key issues from the meeting / report to highlight at next TPSPB meeting	JG			14:00
8	AOB				14:10
Date / location of next meeting		Wednesday 12 June 2019, TP, Lingfield Point			

Board members:

JG = Jerry Glazier (chair)

DB = David Butcher

CJ = Chris Jones

LP = Lee Probert

DW = Dave Wilkinson

SC = Sue Crane, (DfE, Senior Contract Manager)

AA = Anna Alderson (DfE, Contract &amp; Risk Manager)

DH = David Heslop (TP, Client Director)

KB = Keith Barker (TP, Senior Finance Manager)

RL = Richard Lees (DfE, Contract &amp; Finance Manager)

KS = Kathryn Symms (DfE, Secretariat /observer)