

## **Minutes of the Audit and Risk Assurance Committee 20 June 2018**

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### **Present**

John Hughes	Chair of Audit and Risk Assurance Committee
Venessa Willms	Board member
Dame Kathryn August	Board member
James Aston	Co-opted member
Helen Jesson	Co-opted member

### **Also in attendance**

Amanda Spielman	Her Majesty's Chief Inspector, Board member
Matthew Coffey	Chief Operating Officer
Louise Grainger	Director, Finance, Planning and Commercial
Simon Helps	National Audit Office
Stephen Morffew	National Audit Office
Mark Parrett	National Audit Office
Jane Forbes	Internal Audit - Pricewaterhousecoopers
Amelia Walker	Deputy Director, Research and Evaluation
Gareth Kelly	Head of Finance
Saba Pooni	Audit and Governance Manager

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### **Chairman's introduction, declarations of interest, minutes and matters arising**

The Chair welcomed members and attendees.

Members agreed the minutes of 14 March 2018.

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## **1 Report from Chair and Members**

Kathryn August reported that she shadowed her first inspection in an early years setting and also met Andrew Cook, Regional Director in the North West region.

Louise Grainger outlined the induction provided for new members in March 2018 and the sessions in early May to review the draft annual report and accounts.

John Hughes reported that he attended a Department for Education (DfE) audit chairs meeting, attended by arms lengths bodies as well as audit chairs. John also spent a day with the South West regional team and has met with the internal and external auditors.

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## **Audit update**

### **2 Progress against audit recommendations**

Louise Grainger reported the progress against audit recommendations at the end of May 2018. Members noted that all actions were on track or complete.

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### **3 Internal audit progress report**

Jane Forbes presented an update on the progress against the 2017-18 internal audit plan and confirmed that the Learning and Development audit and the review of high and medium recommendations had been completed.

In terms of progress against the 2018-19 internal audit plan, the scoping meetings have been completed and terms of reference finalised for the Regulatory Decision Making and Complaints Management audits.

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### **4 External audit update**

Simon Helps presented the National Audit Office's (NAO) Audit Completion Report on the 2017-18 financial statement audit.

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### **5 2017-18 Annual Report and Accounts**

Members discussed the latest version of the annual report and accounts and noted that the report has been revised in response to the feedback they had provided on the draft report.

The committee agreed, subject to the minor amendments requested, to endorse the Annual Report and Accounts 2017-18 and recommended it to the Ofsted Board for approval.

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## **6 Risk update**

### **Issued Internal audit reports**

Jane Forbes reported that two internal audit reports have been issued since the last committee.

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### **Risk Report**

Louise Grainger presented the strategic risk report which was reviewed by the Executive Board on 24 May 2018.

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## **7 Finance Report**

Louise Grainger reported the financial position at the end of period 1.

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## **8 Annual Information Assurance report**

Matthew Coffey presented the information assurance report and outlined the preparatory work for GDPR. Matthew explained inspectors have been given advice and guidance on GDPR.

Ofsted has successfully completed all the recommendations from the GDPR audit undertaken in 2017-18. A follow-up audit on GDPR will be carried out in July.

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## **9 NAO Value for Money study**

Mark Parrett presented an update on the NAO's value for money study on Ofsted's inspection of schools. This report will be presented to the Public Accounts Committee (PAC) on 25 June. Recommendations from the NAO report and the PAC will be discussed at the September meeting of the Audit and Risk Assurance Committee, which will then establish a tracking procedure for the implementation of agreed actions.

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**10 Any other business**

None.

**The next Audit and Risk Assurance Committee meeting will take place at 10.30am on Wednesday 5 September 2018, in Clive House room 403a.**