



JOINT MEETING OF THE CORPORATE SERVICES AND AUDIT COMMITTEES

DATE OF NEXT MEETING TBC

Report: Minutes of the meeting held on Wednesday 30 November 2016
Author: Clerk
Action: Approve
Status: Open

Present:	Audit Committee	Corporate Services Committee
	Chris Macklin	Ian Renwick
	Neil Weddle	Robin Mackie
	Darren Heathcote	John Holt
		John McElroy
		Judith Doyle

In attendance: Claire Leece (RSM)
Sally Cooper (Clerk)
Suzanne Clark (Minutes)

JCA/20 Welcome / Apologies

Chris Macklin took the Chair and welcomed all to the meeting. Apologies were received from Emily Hudson (PWC) and Robert Auty (PWC).

Members were invited to declare any interests on any item on the Agenda. No interests were declared at this stage in the meeting; however, members noted that should the direction of debate on any item result in a potential conflict of interest, this should be indicated in the meeting.

A change in the running order of the meeting was agreed.

JCA/21 Minutes of the last meeting dated 2 December 2015

The minutes of the meeting held Wednesday 2 December 2015 were agreed as a correct record.

JCA/22 Matters Arising

There were no matters arising.

JCA/23 Subsidiary Companies Financial Statements year ended 31 July 2016

The report was presented by the Deputy Principal: Operations / Finance Director.

THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.

The financial statements were noted.

JCA/24 External Audit Findings for Subsidiary Companies for the year to 31 July 2016

The report was presented by Claire Leece – External Auditor (RSM).

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The Committees noted the report and advised the Boards of the Subsidiary Companies to approve their respective financial statements and letters of representation.

JCA/25 Report and Financial Statements of the year 31 July 2016

The report was presented by the Deputy Principal: Operations / Finance Director.

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The Committees recommended to the Board approval of the Report and Financial statements for the year to 31 July 2016.

JCA/26 College External Audit Findings Report for the year to 31 July 2016

The report was presented by the Claire Leece (External Auditor), RSM.

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The Committees noted the College External Audit Findings Report for the year to 31 July 2016 and recommended its submission to the Board.

JCA/27 Annual Report of the Audit Committee 2015/16

The report was presented by the Deputy Principal: Operations / Finance Director.

The Committees were advised that this is a draft report and once approved it will be signed by the Chair of the Audit Committee and presented to the Board for approval.

The Chair confirmed that this was a factual representation. It was highlighted that there had been a medium rating on some reports but the Committees were assured that these were on areas that are unique to Gateshead College and this shows the scope of the audit. The Chair felt that undertaking audit of these areas is a clear demonstration that the College is not complacent. The Chair stressed that recommendations are monitored and regular updates are provided to the Audit Committee. The Chair was very comfortable in recommending approval of the report. A member commented that this was a very comprehensive analysis and asked whether the Committee have considered producing an annual self assessment which would identify any areas of good practice. The Chair responded that he thought this would give more rigidity to the process and the Audit Committee will consider it.

The report was approved.

JCA/28 Any other business

There was none.

JCA/29 Dates of next meetings

The dates of the next meetings were confirmed as:

Audit Committee – Wednesday 1 February 2017 at 4.30pm

Corporate Services Committee – Thursday 26 January 2017 at 12.30pm