



Board of Governors

Minutes of the meeting held on 13 December 2017

THE MEETING OPENED WITH A PRAYER

Item 1 – Members present:

Mary Clare
Phillip Collier
Mark Higgins
John Lumb (in the Chair)
Peter McGhee
Peter McGuire
Catherine Morgan
Peter Phillips
Sarah Ryder
Pam Tate

Also in attendance:

James Gresty
Dominic Jones
Jim Winstanley

Apologies

Pam Catherall
Simon Dale
Fr. John Hindley
Teresa Richardson

The Chair introduced and welcomed Sarah Ryder, the newly appointed Staff Governor to her first meeting.

Item 2 – Declarations of Interest in any agenda item by Governors and staff present

None.

Item 3 – Resolve that any items of a confidential nature relating to the staff, finances or operation of the College be taken in a confidential part of the meeting.

AGREED.

Item 4 - Minutes of the meeting of 6 July 2017

AGREED and signed by the Chair.

Item 6 – Audit Committee Minutes 23 November 2017

The minutes of the meeting of the Audit Committee held on 23 November 2017 were submitted and the Chair, Pam Tate commented thereon.

AGREED: That the minutes of the meeting of the Audit Committee held on 23 November 2017 be approved.

That the revised Audit Committee Terms of Reference be approved.

Item 7 – Annual Report of the Audit committee to the Governing Body

In accordance with JACOP Part 2 the Chair of the Audit Committee submitted the annual report of the Audit Committee. The report summarised the activities of the Audit committee for the financial year ended 31 July 2017. The report highlighted the assurances sought and received by the Audit Committee and commented on the external and internal audit findings and services provided.

AGREED: That the report be accepted and approved.

Item 8 - Final Accounts 31 July 2017

Jim Winstanley submitted the draft annual financial statements for the year ended 31 July 2017 together with the letters of representation and commented thereon.

Assurances

- The financial statements have been audited by Mazars, who issued a ‘clean’ audit report to the audit committee at their November meeting
- The audit committee have circulated their report on the adequacy and effectiveness of the Corporation’s assurance arrangements, framework of governance, risk management and control processes for the effective and efficient use of resources, solvency of the institution and the safeguarding of its assets.

The financial statements now include, for the first time, the Local Government Pension Scheme deficit, which was de-pooled during the year. The deficit stood at £1,646k as at the 31 July 2017. As this was a change of accounting policy this has necessitated the restating of the 2016 accounts.

AGREED: That the financial statements for the year ended 31 July 2017 together with the letters of representation be approved and signed by the Chair.

Item 9 – Quality & Standards Committee 7 December 2017

The minutes of the meeting of the Quality & Standards Committee held on 7 December 2017 were tabled and the Chair, Peter Phillips commented thereon.

It was reported that application numbers were encouraging – 30/40 up on this time last year.

AGREED: That the minutes of the meeting of the Quality & Standards Committee held on 7 December 2017 be approved.

Item 10 – SAR Executive Summary

Copies of the Self Assessment Summary Report 2016-17 were submitted and James Gresty took the meeting through the report in detail with Governors commenting where appropriate.

Submission was aimed for the end of January 2018 with a recommendation of Outstanding - Agreed by Governors.

AGREED: that the report be accepted. Copies of the full report to be circulated to all Governors for comment by mid January 2018.

Item 11 – Feedback on SLT Strategic Planning Meetings

Report submitted and Peter McGhee commented thereon. He made specific reference to the financial implications and options available to the College in respect of its future financial viability.

Governors’ comments and contributions to these processes would be very much welcomed.

AGREED: That the report be accepted.

Item 13 – Implications for risk management in any items above

- Recruitment
- Finance
- Staffing

The Chair on behalf of all the Governors thanked and congratulated the College and all the Students on the success of the recent College production.

Signed:

Date: