

Full Governing Body Committee meeting 13 December 2010 at Ashington

	<p>Present: L Ions (Chair), C Todd, S Barlow, T Shirley, B Bedson, C Smith, R Casson, M Rossi, D Moon, P Down, L Rickerby and D Cheetham</p> <p>In attendance: D Simpkin, K Allan. Kim Davies (Item 10), Mick Thompson of KPMG (Item 8)</p>	
FGB/13Dec 10/01	<p>Confirmation of eligibility and quorum</p> <p>The meeting was quorate. There were no eligibility issues.</p> <p>L Rickerby and R Casson declared an interest relating to Item 11 which the Chair noted.</p>	
FGB/13Dec 10/02	<p>Apologies were received from:</p> <p>P Langton</p>	
FGB/13Dec 10/03	<p>Minutes of the previous meeting.</p> <p>The minutes of the meeting of the Full Governing Body held on 5th October 2010 were accepted as a correct record.</p>	
FGB/13Dec 10/04	<p>Matters arising not otherwise on the agenda</p> <p><u>Kirkley Hall Vision Event</u></p> <p>It was noted that this event had been postponed until the new year.</p> <p><u>Kirkley Hall Bonfire Event</u></p> <p>The Chair advised that this had been a successful event.</p>	
FGB/13Dec 10/05	<p>Appointment of Clerk to the Corporation</p> <p>Kevin Allan left the meeting for this item.</p> <p>The Board approved the appointment of Kevin Allan as Clerk to the Corporation.</p>	
FGB/13Dec 10/06	<p>Appointment of Vice Chair</p> <p>The Chairman reported that Michael Jeans was attending his last meeting, and therefore a new Vice Chair was required.</p> <p>David Moon left the meeting for this item.</p> <p>The Chairman nominated David Moon; this was seconded by M Jeans and approved by the Board.</p> <p>The Chair on behalf of the Corporation thanked Michael Jeans for his significant contribution to the College over the years, particularly in his role as Vice Chair and his role in the establishment of the Farm Committee. Members wished him well for the future.</p>	
FGB/13Dec 10/07	<p>Appointment of Support Staff Governor</p> <p>Peter Down left the meeting for this item.</p> <p>The Board noted the conclusion of a valid election process and approved the appointment of Peter Down as a staff governor.</p>	

<p>FGB/13Dec 10/08</p>	<p>Annual Accounts</p> <p>Mick Thompson (MT) of KMPG, the Colleges' external auditors, attended the meeting for this item.</p> <p>Chris Todd presented the Annual Accounts, which had been previously reviewed by the Audit Committee and by the Joint Finance & Personnel and Audit Committee. Chris highlighted the statement on page 20 which reads "The Corporation identified that financial control has improved significantly over the past two years, while other areas of the College's business continue to perform poorly. Work is underway to address recommendations for further improvement in the internal control framework and this will be a key priority for the Corporation and Senior Leadership Team during 2010-11"</p> <p>MT advised that the College had demonstrated improved performance can be considered to be a "going concern". The scheduled discussion on strategic options indicated that the College was taking appropriate steps to maintain future financial health.</p> <p>Taking account of the "Statement of Responsibilities of Members of the Corporation" outlined on page 21 of the accounts, the Board approved the Financial Statements for the Year Ended 31st July 2010. Members noted and received the accounts for 2009/10</p> <p>The Chair thanked both Mick Thompson and the Finance Department for their work.</p>	
<p>FGB/13Dec 10/09</p>	<p>Internal Audit – Annual Report</p> <p>Chris Todd (CT) presented the Annual Report of the Internal Auditors for the year 2009/10 and the following key points were noted:</p> <ul style="list-style-type: none"> - CT highlighted PWC opinion (page 4 of Annual Report) which states "In our opinion, Northumberland College does not have adequate and effective management, control, and governance processes to manage its achievement of the College's objectives. Where significant deficiencies in control processes have been identified, the actions the College's management intend to take will, if implemented satisfactorily, resolve the deficiencies in an appropriate way". - CT advised that progress had been made since the report had been presented. - The Chair noted that S Barlow had confirmed to her that progress had been made and that the progress of controls would be monitored through the Audit Committee. <p>The report was noted.</p>	
<p>FGB/13Dec 10/10</p>	<p>Strategic Options Appraisal - CONFIDENTIAL</p> <p>.</p>	
<p>FGB/13Dec 10/11</p>	<p>Minutes from sub-committees</p> <p>a) Finance and Personnel Committee</p> <p>The minutes of the Finance and Personnel Committee held on 2/11/2010 were noted and received as a true and accurate record of the meeting.</p> <p>The changes to the Terms of Reference of the Finance and Personnel</p>	<p>FGB Feb</p>

	<p>Committee, outlined in minute FP02nov120/5, were deferred to the next meeting scheduled for February 2011.</p> <p>The Travel, Subsistence, and Expenses Policy, referred to in minute FP02/nov10/8, was deferred to the next meeting scheduled for February 2011.</p> <p>b) Standards Committee</p> <p>The minutes of the Standards Committee held on 12/10/2010 were noted and received as a true and accurate record of the meeting.</p> <p>The minutes of the Standards Committee held on 23/10/2010 were noted and received as a true and accurate record of the meeting.</p> <p>Tony Shirley (TS) referred to Enclosure 19, the "Self Assessment Report and Review of QIP". The Board accepted the document. TS advised that the Standards Committee had reviewed their Terms of Reference which had an effect on other committees. TS asked that other committees urgently reappraise their Terms of Reference. It was agreed that an overall view of Committee terms of reference would be taken at the next FGB.</p> <p>c) Audit Committee</p> <p>The minutes of the Audit Committee held on 26/10/2010 were noted and received as a true and accurate record of the meeting.</p> <p>d) High Gain board</p> <p>The minutes of the Board of High Gain Business Consultancy Ltd held on 15/11/2010 were received as a true and accurate record of the meeting.</p> <p>e) Joint Audit and Finance & Personnel Committee</p> <p>The minutes of the Joint Audit and Finance & Personnel Committee held on 9/11/2010 were noted and received as a true and accurate record of the meeting.</p> <p>f) Search Committee</p> <p>The minutes of the Search Committee held on 2/11/2010 were noted and received as a true and accurate record of the meeting.</p>	<p>2011</p> <p>FGB Feb 2011</p> <p>Clerk</p>
	<p>The date of the next meeting: 22 February 2011, 5:30pm in the Committee Room at Ashington Campus</p>	