

Scarborough Sixth Form College

**AUDIT COMMITTEE MEETING**  
**Wednesday 28 February 2024 at 5.00pm**  
**MINUTES**

Present: Chairman: Gareth Bullen

Members: David Flinton Tim Griffin Nick Bland

Also present: Lesley Clemmet, Director of Finance & Resources (by invitation)  
Tania Exley-Moore, Assistant Principal (by invitation)  
Phil Rumsey, Principal (by invitation)

Heather Campbell, Clerk to the Corporation

The Chair welcomed Nick Bland the newly appointed Independent Member of the Corporation to the committee as a member.

1. **Apologies for absence**

Apologies were received from Jason Saunby.

The meeting was quorate with 4 members present.

2. **Declaration of any personal conflicts of interest**

None.

3. **Minutes of the previous meeting**

a. **Agree minutes**

The Minutes of the meeting held on 29 December 2023 were approved at the Corporation meeting on 11 December 2023 and signed by the Chair.

Members noted the minutes with no matters raised.

b. **Updates from Clerk or College Management** – None raised.

c. **Action previously agreed**

The Chair referred to Paper A2 and noted that all actions had been completed. The action 29-Nov-23 3. c. is on the agenda for discussion.

d. **Matters arising not covered in agenda** – None raised.

4. **Risk Management and Business Assurance Update**

*See confidential minute.*

5. **Discuss Wylie Bisset Internal Audit Reviews**

*See confidential minute.*

6. **Review Performance of IAs and EAs**

*See confidential minute.*

7. **Receive NYES H&S Inspection Report S6F Paperwork Review 25 November 2022**

*See confidential minute.*

8. **Receive List of College Policies the Committee is responsible for**

Members noted the List with no matters raised.

9. **Consider if any discussion items to be classified as “Confidential & Restricted”**

Members considered their discussions and agreed items 4, 5, 6, and 7 be classified as confidential.

10. **Any Other Business**

There were no other matters raised.

11. **Date of Next Meeting – 12 June 2024**

12. **Confidential Item(s)** – *See Separate Minutes*

*There being no further business to discuss the meeting closed at 6.00pm*