

# **Heart of Yorkshire Education Group Corporation ('Corporation')**

## **Board of Governors**

### **Minutes of the Meeting held on 26 February 2024 ('Meeting')**

#### **Present:**

Nigel Brook, Tony Jackson, Jayne King, Andrew McConnell (**Chair**), David Powell, Martyn Shaw, Vijay Teeluck, Neil Warren and Sam Wright (**Principal**)

#### **In attendance:**

Group Executive Director of Finance and Resources (**EDFR**), Richard Lewis (RSM) and the Head of Governance and Legal Services (**Clerk**)

### **1. Welcome and apologies for absence**

**1.1.** The Chair reported that due notice of the Meeting had been given in accordance with the Corporation's Instrument and Articles and its Standing Orders and that a quorum was present. Accordingly, the Chair declared the Meeting open.

**1.2.** The Chair noted that the following members had given their apologies:

- 1.2.1.** Luke Aaron
- 1.2.2.** Faye Banks
- 1.2.3.** Ruth Baxter
- 1.2.4.** Claire Corneille
- 1.2.5.** Dmitry Fedotov
- 1.2.6.** George Kilner
- 1.2.7.** Mohammed Ayub

### **2. Declarations of interest**

The Chair asked for declarations of interest, but none were given.

### **3. Report and Financial Statements and Associated Documents relating to the years 2021/22 and 2022/23**

- 3.1.** The Chair noted that the suite of documents which the Board was about to consider had been reviewed in detail at a meeting of the Audit and Finance, People and Resources Committee prior to the Meeting. He explained that the joint committees had decided to postpone making recommendations in relation to the Selby College documents which had been circulated to members, feeling that they required further scrutiny, and that, therefore, no decisions would be required in relation to these at the Meeting. It was noted that the Selby College closing financial documents would be addressed at a future meeting.

***i. Internal Audit Annual Reports***

- 3.2.** The EDFR outlined the key elements of the Internal Audit Annual Reports for the years 2021/22 and 2022/23, in particular, highlighting the findings of each in relation to which members were given assurance. He noted that these reports were designed to provide assurance to the Board on the College's systems of internal control.
- 3.3.** Members expressed satisfaction with the reports.
- 3.4.** IT WAS RESOLVED THAT the Internal Audit Annual Reports for the years 2021/22 and 2022/23 be approved.

***ii Audit Committee Annual Reports***

- 3.5.** The Clerk highlighted the key elements of the reports which covered the years 2021/22 and 2022/23 outlining the changes recommended by the Audit and Finance, People and Resources committees which were designed the more fully explain the Audit Committee's opinion regarding the adequacy and effectiveness of the College's processes.
- 3.6.** Members expressed satisfaction with the reports.
- 3.7.** IT WAS RESOLVED THAT the Audit Committee Annual Reports for the years 2021/22 and 2022/23 be approved.

### ***iii The Audit Findings Reports***

- 3.8.** Richard Lewis of RSM, the College's financial statements auditor, outlined the key elements of his Audit Findings Reports relating to the years 2021/22 and 2022/23 including:
- 3.8.1.** That the College remained a going concern.
  - 3.8.2.** The treatment of funding clawbacks.
  - 3.8.3.** Control and regularity findings, all of which were deemed immaterial.
  - 3.8.4.** That unadjusted errors relating to Apprenticeship funding had been clarified as resulting from extrapolations of data rather than true findings following the meeting of the Audit and Finance, People and Resources committees.
  - 3.8.5.** That he intended to give an unmodified opinion of the accounts and the regularity conclusions.
- 3.9.** Members asked the possible impact of the potential ineligible funding reported. Richard Lewis noted that this risk could be reduced by College action. The EDFR noted that the figure was an estimate and outlined the work ongoing to mitigate the issue and prevent further audits.
- 3.10.** The Chair asked for assurances from the Chairs of the Audit Committee and the Finance, People and Resources Committee, which they gave, noting that they would continue to keep a close eye on the College's financial position and the challenges it faced.
- 3.11.** IT WAS RESOLVED THAT the Audit Findings Reports for the years 2021/22 and 2022/23 be accepted.

### ***iv Letters of Representation***

- 3.12.** Richard Lewis reminded members of the purpose of the Letters of Representation noting that the EDFR should make minor adjustments to them to

ensure consistency with the reporting of unadjusted errors in the Audit Findings Reports which, as he had already explained, had been amended.

- 3.13.** IT WAS RESOLVED THAT, subject to the minor amendments noted above, each of the regularity and financial statements Letters of Representation relating to the years 2021/22 and 22/23 be approved and the Chair be authorised to sign the letters on the Board's behalf.

#### ***v Reports and Financial Statements***

- 3.14.** The EDFR reminded members that the Reports and Financial Statements for the years 2021/22 and 2022/23 had been considered in detail by the Audit and Finance, People and Resources Committee and that the College's current financial position was strong with a projected 'Good' financial health grade and sufficient reserves.

- 3.15.** Members expressed satisfaction with the documents.

- 3.16.** IT WAS RESOLVED THAT the Reports and Financial Statements for the years 2021/22 and 2022/23 be approved as well as the accounting policies under which these had been prepared.

#### ***Vi Regularity Self-Assessment Questionnaires***

- 3.17.** The EDFR explained the purpose of the reports and highlighted some of the key issues including instances of reported fraud.

- 3.18.** Richard Lewis thanked the College for the comprehensiveness of the reports which, he noted, had assisted him well in carrying out his work.

- 3.19.** IT WAS RESOLVED THAT the Regularity Self-Assessment Questionnaires relating to the years 2021/22 and 2022/23 be approved and the Chair be authorised to sign the documents on the Board's behalf.

### **4. Review of Effectiveness of Meeting and Identification of Emerging Risk**

- 4.1.** The Chair asked members for their opinion as to the effectiveness of the Meeting, noting that emerging risks had been covered. Members agreed that the Meeting had been effective.
- 4.2.** The Chair declared the Meeting closed.



Signed ..... Date 12.03.2024

## Actions

No.	Minute	Details	Deadline	Responsibility
1	3.1	It was noted that the Selby College closing financial documents would be addressed at a future meeting.  The Clerk and EDFR should report back to the Board with details of the meeting.	The next Board meeting	EDFR and Clerk