

BISHOP GROSSETESTE UNIVERSITY

MINUTES OF THE MEETING OF THE
JOINT FINANCE, EMPLOYMENT & GENERAL PURPOSES COMMITTEE
AND AUDIT COMMITTEE

MONDAY 7 NOVEMBER 2016
1:00 PM IN HARDY SEMINAR ROOM 4

Present

Mr Kevin Brown
Mr David Clements (Chair)
Mrs Jackie Croft
Mrs Angela Crowe
Mr Richard Hallsworth
Rev'd Sally Myers
Mr David Babb
Mr Stephen Lawrence
AVM Gavin Mackay
Rev. Canon Professor Peter Neil

In attendance

Professor Jayne Mitchell, Deputy Vice Chancellor
Mr Stephen Deville, Director of Resources
Mr Barrie Shipley, Head of Finance
Mr David Hoose, External Auditor (Mazars)
Mr Sean Ryan, Internal Auditor (Uniac)
Mrs Natalie Pickles, Governance Officer & PA to University Council (Minutes)

Apologies

There were no apologies from Committee Members. Dr Anne Jackson, Registrar & Secretary would also normally be in attendance in her role as University Secretary but had sent apologies on this occasion.

1 To note the BG (Lincoln) Ltd Accounts

The Committee RECEIVED the accounts for BG(Lincoln)Ltd. The DoR asked members to NOTE the letter asking the University for confirmation of its continued financial support for the Limited Company.

The Committee RECOMMENDED that University Council APPROVE the continuation of financial support from the University for BG(Lincoln)Ltd at its meeting on 25th November 2016.

Action

**FE&GP/
Audit/UC**

2. To receive & consider the summary accounts and variances

The Committee RECEIVED the University summary accounts and variances. There was a brief discussion and members NOTED that the figures were broadly in line with those forecast at the previous Audit Committee meeting.

3. To receive & consider the draft audited financial statements

The Head of Finance presented the draft audited financial statements noting this was the first time the report had been compiled in line with the revised reporting standard and recommendation of practice. This included a more enhanced Strategic Report.

The Committee RECEIVED the financial statements and RECOMMENDED them for sign off by University Council at its meeting on 25th November 2016.

**Audit/
FE&GP/UC**

4. Audit Completion Report & Management Letter of Representation

The Committee RECEIVED and NOTED the Audit Completion Report and RECOMMENDED the Management Letter of Representation for APPROVAL by University Council at its meeting on 25th November 2016.

**Audit/
FE&GP/UC**

It was AGREED that for the next Joint Meeting of Audit/FE&GP (2017), the Audit Completion Report should be on the Agenda at the start of the meeting.

**M Pitts/
Gov Office**

5. Any Other Business

The DoR reported that there was an event being run by the Funding Council on Thursday 1st December 2016, which might be of use to members of Audit and FE&GP Committees. This was a two and a half hour session on "Finance in Universities" and was taking place in London. Any members who were interested in attending should email Steve Deville for more information (stephen.deville@bishopg.ac.uk).

Signed.......... Date 9/3/17
Chair, Audit committee

Signed.......... Date..... 10/3/17
Chair, Finance, Employment & General Purposes Committee