

## Bilborough College

### Minutes of the Special Audit Committee Meeting Held on Monday 18<sup>th</sup> October 2010 at 5.00pm

**Present:** Mrs Sara Murcott– Chair  
Ms Frances Warburton  
Mr Yusuf Segovia

**In Attendance:** Mrs Susan Bolton – Clerk to the Corporation  
Mr Ted Wales – Director of Finance

A target finish time of 5.30pm was set.

The meeting was quorate and commenced at 5.00pm.

| Minute No |   | Action |
|-----------|---|--------|
|           | <b>BUSINESS ITEMS</b>   |        |
| 1.        | <p><b>Welcome</b></p> <p>The Chair welcomed everybody to the meeting and explained the background to the meeting.</p>   |        |
| 2.        | <p><b>Apologies for Absence</b></p> <p>There were apologies received from Ms Susanne Law, Mr Nigel Martin, Mr Giles Calverley (who was absent due to a conflict of interest) and Mr Chris Bradford.</p>   |        |
| 3.        | <p><b>Declarations of Interest</b></p> <p>There were no declarations of interest made.</p>  |        |
| 4.        | <p><b>Internal Audit Service Provision 2011-2014</b></p> <p>The members were reminded of the discussions and the decision that had taken place at the previous Audit Committee meeting held on 20<sup>th</sup> September and the Members agreed that following the notification by the Director of Finance of a potential third option not previously discussed that it was right to hold a further meeting.</p> <p>Members discussed the paper issued by the Director of Finance which had given details of three options open to them, rather than two previously discussed. Members noted that the third option was to re-appoint MacIntrye Hudson for a specified term acknowledging that due to the Financial Procedures, a tendering exercise or framework agreement would not be sought and that this confirmation would need to be agreed by the EP&amp;F Committee.</p> <p>The Committee felt that there was not enough members present to make a fair decision in the light of the third option and agreed that discussions should take place at the next meeting in November when more members would be present.</p> |        |

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| <b>5.</b> | <b>Self-Review of Meeting</b><br>Members agreed that it had been useful to discuss further although a decision had not been made. |  |
| <b>6.</b> | <b>Date of Next Meeting</b><br>The next meeting was agreed as Monday 22 <sup>nd</sup> November 2010 at 5.15pm.                    |  |
| <b>7.</b> | <b>Confidentiality of Business</b><br>Members agreed that there were no 'confidential' items of business.                         |  |

The meeting closed at 5.20 p.m.

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**Chair**