



GOVERNORS BRIEFING: CHRISTMAS 2009

The Corporation Board met on the 16th December 2009 on the Neath campus.

The Corporation, as the governing body of the College, must follow certain procedures laid down by the Welsh Assembly Government (WAG) Department for Children, Education, Lifelong Learning & Skills (DCELLS) at certain times throughout the year. It is at this December meeting that many final reports come before the Governors for them to debate, consider and question before giving their approval for reports to be sent to DCELLS. Sending these reports before the required deadlines means that the Corporation complies with the rules and regulations it is required to adhere to.

The Governors first dealt with the business of approving the Minutes of the previous Board meeting then inviting the individual Committee Chairs to present their Committee Minutes.

Chris Gange, Chair of the Corporation Board and the Finance & General Purposes Committee, informed the Governors that at its meeting of 9th December 2009 the Draft Audited Annual Accounts for the Year Ended 31.07.09 had been received, approved and recommended to the Audit Committee for approval. The Chair gave thanks and congratulations on behalf of the Board to those responsible for maintaining financial controls and properly managing its affairs. According to the External Auditors, the quality of the accounts and supporting schedules continue to be of a high standard.

I informed the Board that we were making some headway in seeking new Governors to fill the two vacancies we have. Adverts were placed on the College web site, NPTCVS website and a direct mail is being carried out to Community Councils, Sporting Clubs and Businesses to maximise the numbers of applicants.

The next item the Board looked at was the Audit Committee Annual Report which is compiled from the agenda items received, considered, debated and approved at Audit

Raine Larcher, Clerk to the Corporation
7th January 2010

Committee meetings throughout the year and transmitted to the Board through the Minutes submitted and approved at full Board meetings. The Senior Management present at the meeting explained that if a potential problem is perceived in an area of the College then the internal auditors are asked to carry out an independent audit of that area. The results of any such audit can then be relied upon to be thorough, impartial and provide a benchmark from which any identified improvements may be made.

The Audit Committee Annual Report was approved by the Board for submission to DCELLS.

The Audited Annual Accounts for the Year Ended 31.07.09 were then presented to the Board for their approval. The documents were the final reports following consideration and approval at the Finance & General Purposes Committee and Audit Committee previously. Once the Governors were happy they had fully discussed the report and content, they were approved and then signed by the Chair on behalf of the Board. An activity that takes quite a bit of time as there is countersigning by officers and a number of copies!

The final item in the public session of the agenda was the Annual Complaints Report which R Fowler our Deputy Principal presented to the Board. He highlighted that the number of complaints received in the last 12 months had reduced quite dramatically from those reported at the same time in the previous year. The number received during 2009 was only 27 - a decrease of 41 from the year before.

The Governors were pleased with the results some of which could be attributed to much more clarity between the Complaints Procedure and the Staff Grievance Policy & Procedure. The recommendation from the Governors was that perhaps the report should next year become a Comments & Complaints Annual Report that could feasibly include an outcomes section detailing what has been implemented as a result of the comment or complaint being made.

The meeting then went into closed session to consider the Part II - Confidential Agenda items that discuss both Business and Staff matters.