

SOUTH TEES DEVELOPMENT CORPORATION (STDC) AUDIT & RISK COMMITTEE

These minutes are in draft form until approved at the next Committee meeting and are therefore subject to amendments.

Date: Thursday 19th November 2020

Time: 3 pm

Venue: Microsoft Teams Meeting

Attendees:		Apologies:
Chris White (Chair - CW)	Darlington Building Society	Professor Jane Turner – Teesside University
Paul Booth (PB)	STDC Board Member	Julie Gilhespie – Group CEO
Cllr Peter Berry (CPB) (TVCA Representative)	Redcar & Cleveland Borough Council	
John Baker (JB)	Independent Member	
Gary MacDonald (GM)	STDC	
John McNicholas (JM)	STDC	
Mike Russell (MR)	STDC	
Natalie Robinson (NR)	STDC	
Nolan Gray (NG)	STDC	
Gareth Roberts (GR)	Mazars	
Sharon Jones (Secretariat)	TVCA	
Nicola Dean (Secretariat)	TVCA	

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
1.	Welcome and introductions	The Chair welcomed everyone to the Meeting.		
2.	Apologies for Absence	Apologies as above. The Meeting was noted as being quorate.		
3.	Declarations of Conflict of Interest	There were no declarations of interest		
4.	Minutes of previous meeting	<p>The minutes of the meeting held on 21st October 2020 were agreed as a true record.</p> <p>The Actions brought forward from the October meeting will be addressed for the December 16th meeting.</p>		
5.	Annual Financial Statements	<p>An update letter on the Audit completion was circulated in advance of the meeting. It was circulated as close to the meeting as possible to allow for the latest position to be shared with members.</p> <p>GR went through the outstanding matters as detailed in the letter.</p> <p>GM advised the Committee that the emphasis of matter statement that has been added to the final report is something that is appearing in other company accounts and is not specific just to STDC. Due to the impact of Covid we would expect to see this in accounts, and we are not experiencing this in isolation.</p> <p>The Chair agreed that it is helpful to understand the context of the Emphasis of Matter and that this is affecting a wide group of organisations. It was suggested to give the same context when presenting the material to the Board, so they understand the situation.</p>		

		<p>The final letter from Mazars will be circulated to Committee members ahead of the accounts being signed off</p> <p>A paper was circulated to provide members with the latest draft annual statements.</p> <p>MR provided a presentation to the Committee to detail the key aspects of the statements.</p> <p>The Chair asked for agreement from the Committee that they are comfortable with the wording around the emphasis of matter. This was agreed.</p> <p>It was questioned when HMRC are expected to conclude their decision regarding Corporation tax. It was hoped this would have been concluded by now, but it is still ongoing. GR advised that there are several Combined Authority's that are having the same discussion with HMRC, it is not just Tees Valley Combined Authority.</p> <p>It was confirmed that the deadline for the 2-year retention period for Tata is February 2021 and a resolution is required by this time.</p> <p>It was agreed that the final letter will be circulated to Members once complete. The final Statements will also be issued to Board in advance of their meeting on 25th November providing all necessary information is received in advance of Board.</p> <p>The Committee agreed that John Baker should be nominated as Vice Chair of the Committee. This is to be ratified at Board on 25th November.</p>		
13.	Date and Time of Next Meeting	Date of next Meeting – 16 th December 2020 at 9am.		