A meeting of the Finance Committee will be held on Wednesday 19 January 2011 at 5 pm in the Huntersdale Boardroom

AGENDA

1. MEMBERSHIP

TO WELCOME Mr Simon Higman, Registrar and Director of Operations, as a member of the Finance Committee.

2. MINUTES

TO CONFIRM the minutes of the meeting held on 28 October 2010.

3. MATTER ARISING

TO CONSIDER any other matters arising from the Minutes not covered elsewhere in the Agenda.

4 DECISIONS AGREED BY CHAIR’S ACTIONS AND BY CIRCULATION SINCE THE LAST MEETING

Members are invited to identify starred agenda items they wish to “unstar” for discussion.

MAJOR ITEMS FOR DISCUSSION AND DECISION:

5 STUDENTS’ UNION

5.1 TO CONSIDER a report on the Students’ Union Accounts to 30 November 2010. 

6 ENTERPRISE SUB-COMMITTEE

TO RECEIVE an annual report from the Enterprise Sub-Committee.
7  FINANCIAL MONITORING

7.1 a  TO CONSIDER the College’s Management Accounts for the period to 31 December 2010. FC/11/03a

7.1 b  TO CONSIDER a report on the budget position for the year 2010/2011. FC/11/03b

7.2  TO CONSIDER a report on the College’s Strategy. FC/11/04

7.3  TO CONSIDER a report on the funding implications of the BIS letter to HEFCE. FC/11/05

7.4  TO CONSIDER a report on the key financial risks. FC/11/06

7.5  TO APPROVE an additional Money Market Fund for investment. FC/11/06a

7.6  TO CONSIDER a report on the financial forecast. FC/11/07

7.7  TO CONSIDER a report on the factors driving demand and supply for International Students. FC/11/08

8  STUDENT FEES 2011-2012

8.2  TO APPROVE the recommended student residence fees. FC/11/09

9  BAD DEBTS OVER £5,000

TO APPROVE the writing off of two student debts totalling £16,850. FC/11/10

10  CAPITAL PROJECTS

10.1  TO CONSIDER a report on major capital projects. FC/11/11

10.2  TO CONSIDER the Business Case for Student Union Reconfiguration. FC/11/11a

ITEMS FOR REPORT AND FORMAL APPROVAL:

* 11  DEBT COLLECTION AND IRRECOVERABLE DEBT UNDER £5,000

TO RECEIVE reports on:

11.1  The General Debtors position FC/11/12

11.2  The Student Debtors position FC/11/13

TO NOTE that no debts < £5,000, have been written off since 28 October 2010.
12. **BENEFACIONS AND DONATIONS**

TO NOTE that there have been no benefactions or donations since 28 October 2010.

TO NOTE the College has received £20,857 from fundraising from since 28 October 2010.

13. **FINANCIAL REGULATIONS**

TO NOTE a number of cases where, for good reason, the normal process for obtaining competitive tenders has not been followed. FC/11/14

14. **TRANSFER OF INVESTMENTS**

TO NOTE the current status of the transfer of investments from Kleinwort Benson. FC/11/15

15. **FOUNDER’S ENDOWMENT FUND**

TO NOTE the value of the Founder’s Endowment Fund on 7 January 2011 was £31,495k (£29,736k last reported amount on 31 July 2010), compared with the protected value of £32,744k.

16. **PUBLICATION**

16.1 TO AGREE that none of the agenda items requires broad dissemination around the College.

16.2 TO CONFIRM the designation of papers as exempt from the Freedom of Information Act requirement.

17. **DATE OF NEXT MEETING**

TO CONFIRM the date of the next meeting of the Finance Committee, as 1pm on Wednesday 19 May 2011 in the Huntersdale Boardroom.

Jenny Febry
Assistant Director of Finance
12 January 2011