A meeting of the Finance Committee will be held on Thursday 26 January 2012 at 2 pm in the Huntersdale Boardroom

AGENDA

1. MEMBERSHIP

There have been no changes to the Membership.

2. MINUTES

TO CONFIRM the minutes of the meeting held on 27 October 2011.

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

There have been no decisions agreed by Chair’s Action or 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 2011. FC/12/01

6. REPORTS

6.1 TO RECEIVE an annual report from the Enterprise Sub-Committee. FC/12/02

6.2 TO RECEIVE a report on the development of procurement from the recently appointed Assistant Director, Procurement FC/12/03
FINANCIAL MONITORING

7.1 TO CONSIDER the College’s Management Accounts for the period to 31 December 2011.

7.2 TO CONSIDER a report on the key financial risks.

7.3 TO CONSIDER a report on the financial forecast.

7.4 TO CONSIDER a report on Treasury Management

STUDENT FEES 2012-2013

8.1 TO APPROVE the recommended student residence fees.

BAD DEBTS OVER £5,000

TO APPROVE the writing off of one student debts totalling £8,670.

CAPITAL PROJECTS

TO CONSIDER a report on major capital projects.

ITEMS FOR REPORT AND FORMAL APPROVAL:

*11 INVESTMENT SUB-COMMITTEE

TO RECEIVE the minutes from the investment Sub Committee of 27 October 2011.

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

TO RECEIVE reports on:

12.1 The General Debtors position

TO NOTE that four debts < £5,000, totalling £2,050, have been written off since 28 October 2011.

12.2 The Student Debtors position
* 13  **BENEFACTIONS AND DONATIONS**

TO NOTE that there have been no benefactions or donations since 28 October 2011.

TO NOTE the College has received £63,157 from fundraising from since 28 October 2011.

* 14  **FINANCIAL REGULATIONS**

TO NOTE there have been no cases where, for good reason, the normal process for obtaining competitive tenders has not been followed.

* 15  **FOUNDER’S ENDOWMENT FUND**

TO NOTE the value of the Founder’s Endowment Fund on 16 January 2012 was £30,762k (£29,964k last reported amount on 13 October 2011), compared with the protected value of £34,433k.

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 2pm on Thursday 10 May 2012 in the Huntersdale Boardroom.

Jenny Febry
Assistant Director of Finance
18 January 2012