AGENDA

1 MEMBERSHIP

TO WELCOME Mr Doug German, President of the Students’ Union.

2 APOLOGIES

3 MINUTES

TO CONFIRM the minutes of the meeting held on 10 May 2012.

4 MATTERS ARISING

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

TO NOTE that Council APPROVED the Revenue and Capital Budgets, Financial Forecast for submission to HEFCE and the amended Terms of Reference and Schedule of Delegation.

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

TO NOTE that a temporary increase in the placement limit with Money Market Funds to £80m was AGREED by email circulation of the members of the Finance Committee and APPROVED by Chair’s Action of the Chair of Council.

TO NOTE that APPROVAL for the leases on the Santander sub-branch and the International Study Centre (in Wettons Terrace), being over £100k in value, was agreed by Chair’s Action.

Members are invited to identify starred agenda items which they wish to ‘unstar’ for discussion.
MAJOR ITEMS FOR DISCUSSION AND DECISION

6 STUDENTS’ UNION

TO NOTE the Audited Accounts for the Students’ Union for the year ended 31 July 2012. FC/12/36

7 FINANCIAL RESULTS FOR THE YEAR ENDED 31 JULY 2012

7.1 TO CONSIDER the College’s Management Accounts for the year ended 31 July 2012. FC/12/37

7.2 TO CONSIDER the consolidated Financial Statements for the College.

7.2a Consolidated Financial Statements 2011-12 FC/12/38

7.2b Auditors’ Commentary on the Consolidated Financial Statements FC/12/39

7.3 TO CONSIDER the Financial Statements for Royal Holloway Enterprise Limited. FC/12/40

7.4 TO NOTE the report on the Founder’s Endowment Fund. FC/12/41

8 FINANCIAL MONITORING

8.1 TO NOTE a report on the 2011 HEFCE Financial Forecast Statistics. FC/12/42

8.2 TO CONSIDER a report on the key financial risks, including student entry to 2012-13. FC/12/43

9 CAPITAL PROJECTS

9.1 TO CONSIDER a report on major capital projects. FC/12/44

10 FINANCIAL POLICIES AND PROCEDURES

10.1 TO APPROVE proposals for the tuition fees for 2013-2014. FC/12/45

10.2 TO CONSIDER recommendations for amendments to the Treasury Management Policy. FC/12/46

10.3 TO NOTE there are no student debts >£5k for write off.

11 INVESTMENT SUB COMMITTEE

TO RECEIVE an oral report of the meeting held on 25 October 2012.
ITEMS FOR REPORT AND FORMAL APPROVAL

*12 ENTERPRISE SUB COMMITTEE

TO RECEIVE a report from the Enterprise Sub Committee. FC/12/47

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

TO RECEIVE reports on:

*13.1 The General Debtors Position. FC/12/48
*13.2 The Students Debtors Position. FC/12/49

TO NOTE that 9 debts < £5k, totalling £9,528 have been written off since 10 May 2012.

*14 BENEFACCTIONS AND DONATIONS

TO NOTE that a £100 benefaction has been received since May 2012. There have been no donations received since May 2012.

TO NOTE the College has received £11,807 from fundraising since 10 May 2012.

*15 FINANCIAL REGULATIONS

TO NOTE that there has been one case where, for good reason, the normal process for obtaining competitive tenders has not been followed. FC/12/50

*16 FOUNDER’S ENDOWMENT FUND

TO NOTE the value of the Founder’s Endowment Fund on 12 October 2012 was £31,564k (£31,072k last reported on 10 May 2012) compared with the protected value of £34,837k.

17 PUBLICATION

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

17.2 TO CONFIRM the designation of papers as exempt from the Freedom of Information Act.
TO NOTE that the date of the next meeting will be Thursday 7 February 2013 at 2pm in the Huntersdale Boardroom.

J Febr
Assistant Director of Finance
18 October 2012