

GOVERNORS FINANCE & RESOURCES COMMITTEE

Tuesday 22nd November 2016 at 6.15pm
Conference Room (adjacent to Staff Room)

[Refreshments will be available in the Staff Room]

AGENDA

IN ATTENDANCE:

Mrs M Searle, Head of Finance

Mr A Taylor, Strategic Director of Financial and Physical Resources

Mr G Sturge, Audit Manager, Buzzacott LLP for item 1

Mr M Cheetham, Head of IAS for SFX, RSM Risk Assurance LLP for item 1

		BAF / RISK REF
6.15pm	<p>1. THIS ITEM TO BE TAKEN IN JOINT SESSION WITH THE AUDIT COMMITTEE:</p> <p>1.1. FMCE: to note completed voluntary self-evaluation for 2015 - 16: Mr Taylor. (<i>in papers</i>)</p> <p>1.2. Financial Statements for year ended 31st July 2016 to be presented by Mr G Sturge, Audit Manager, Buzzacott, Financial Statements Auditors:</p> <p>1.2.1. Report & Financial Statements (Consolidated Accounts) for year ended 31st July 2016 (<i>draft in papers</i>)</p> <p>1.2.2. Post - Audit management report for 15 – 16 including Regularity (<i>draft in papers</i>)</p> <p>1.2.3. Letter of Representation</p>	1, 12, 13, funding, governance, financial issues & controls
Members of the Audit Committee and Auditors leave the meeting		
6.35pm	2. Opening Prayer	
	3. Election of Chair of Committee (2 year term)	
	4. Election of Vice Chair of Committee (2 year term)	
	5. Apologies:	
	6. Declarations of Interest	
6.40pm	<p>7. Minutes: Meeting held on 21st June 2016 (<i>in papers & previously circulated 8th July 2016</i>) for agreement and signing.</p> <p>8. Action Points from previous meeting</p> <p>9. Matters Arising: other than agenda items</p>	
6.45pm	<p>10. Accommodation, Premises and Resources: Mr Taylor</p> <p>10.1. Update report (<i>in papers</i>)</p>	7, 10, 13 (H&S;



	<p>10.2. Annual Review of Health & Safety Policy (<i>in papers</i>)</p> <p>10.3. To note the application of the Seal to the CIF Project 16 / 17 turnstile project contract on 27th September 2016</p> <p>10.4. Insurance (<i>report in papers</i>)</p>	Estates; Finance
7pm	<p>11. Financial update: Mrs Searle</p> <p>11.1. Monthly Commentary; Accounts and Cashflow (September 2016 accounts circulated 13th October 2016)</p> <p>11.2. Treasury: Mrs Searle, Mrs Flannery (<i>report in papers</i>)</p> <p>11.3. LPFA Pensions: Provisional Triennial Categorisation (<i>in papers</i>)</p> <p>11.4. Student Council (“Student’s Union”) Financial Report– presentation of accounts for 2015 – 16 (<i>in papers</i>).</p> <p>11.5. To note: EFA confirmation of Financial Plans to 2018 (<i>Letter from David Jeffrey dated 11th Nov 2016 in papers</i>)</p> <p>11.6. Remaining Loan Facility</p>	13 Financial issues & controls
7.10pm	12. Funding - Financial Projections: review and update: Mr Taylor (<i>report in papers</i>)	1, funding
7.20pm	<p>13. SFX Corporate Services Ltd: Mr Taylor</p> <p>13.1. Report / Business Plans update (<i>in papers</i>)</p> <p>13.2. To note the end of year (to 31st July 2016) report and accounts as signed 10th November 2016</p>	8, non-core activity
7.30pm	14. Staff Cost of Living Rises: Mrs Flannery: To be advised of any updates	4, HR
7.35pm	15. Student Roll and Recruitment: Mrs Flannery: Verbal report (including feedback from Open Day) (<i>enrolment data in papers</i>)	3, Student Recruitment
7.40pm	16. Professor Keohane Memorial Fund £300 prize nomination: For endorsement and report to full Board. To be presented to recipient(s) on Tuesday 3 rd January 2017	
7.45pm	17. Risk Management: Have governors identified any new risks or modifications to existing risks on the register?	Risk Management
7.50pm	18. Any other business	
7.55pm	19. Review of Effectiveness of meeting	12 Governance
	20. Date of next meeting: Tuesday 7 th March 2017	



Distribution:

Mr M Belfourd

Miss F Doran

Clerk

Mr J Opara

Ms P Cummings

Mrs M Searle

Mrs S Flannery

Mr A Taylor

