

GOVERNORS FINANCE & RESOURCES COMMITTEE

Tuesday 22nd June 2021 at 5.30pm
Via online remote ZOOM conference

In attendance:

Mrs M Searle, Head of Finance

Mr C Graham, Associate Principal, observing

AGENDA PART ONE

5.30pm	<p>1. Opening Prayer</p> <p>2. Apologies:</p> <p>3. Declarations of Interest:</p>	
5.35pm	<p>4. Minutes of meeting held on 23rd February 2021 (part one): (previously circulated 4th March 2021). For review and agreement for signing.</p> <p>5. Matters Arising: other than agenda items:</p> <p>5.1. Monitoring of FMCE Improvement Plan: to note progress report (<i>in papers</i>) reviewed by Audit Committee, 4th May 2021</p> <p>6. Actions outstanding from previous meetings:</p>	
5.40pm	<p>7. Premises and Accommodation:</p> <p>7.1. Submission of bid to College Collaboration Fund: Mr Thompson / Mr Belfourd</p> <p>7.2. Reports and plans: (<i>in papers</i>) Mr Thompson</p> <p>8. Insurance Update: Mrs Searle</p>	BAF 12, 10
5.50pm	<p>9. Annual Health & Safety Report: Mr Thompson</p>	BAF 10
5.55pm	<p>10. SFX Corporate Services Ltd: Report from SFX Corporate Services ("SCS") Board meeting, 8th June 2021: (<i>business plan in papers</i>) Mrs Lewis</p>	BAF 2, 9
6pm	<p>11. Financial:</p> <p>11.1. Monthly Commentary Accounts & Cashflow (accounts up to and including April 2021 have been circulated to all governors since the previous meeting).</p> <p>11.2. ESFA:</p> <p>11.2.1. Correspondence, May 2021: Letter from Adrian Brook "Financial Statements 2019 to 2020 and</p>	BAF 2, 15

	<p>Finance Record 2019 to 2021” and Dashboard (<i>in papers</i>)</p> <p>11.2.2. Annual Strategic Conversation: to note any feedback from the meeting on 16th June 2021</p> <p>11.2.3. To note any update on the Early intervention process</p> <p>11.3. Financial forecast / plan</p> <p>11.3.1. CFFR (College Financial Forecasting Return) template and commentary statutory return due by 31st July 2021 to ESFA. The Chief financial officer must sign this return which confirms the review and approval of the 2021 to 2022 budget by the Governing Body.</p> <p>11.3.2. College Budget for 2021 – 2022</p> <p>11.3.3. Recommendations from the Remuneration Committee (to note that account has been taken in the budget of any recommendations arising)</p> <p>11.3.4. Funding update</p> <p>11.3.5. Staff cost of living pay awards</p> <p>11.4. Treasury Management: Mrs Searle</p> <p>11.4.1. Monitoring report: (<i>in papers</i>)</p> <p>11.4.2. Policy review: (<i>in papers</i>)</p> <p>11.5. College Financial Regulations & Associated Policies: update and revisions for 2021 - 2022. (<i>in papers</i>) Mrs Searle. For review and agreement to recommend to the full Governing Body for approval.</p> <p>11.6. Signatories on Bank Accounts: update on changes made / to be made</p> <p>11.7. Rateable Value: update</p>	
6.30pm	12. Schedule of Meetings and Business for 2021 - 2022: draft for agreement (<i>in papers</i>)	BAF 14
6.35pm	13. Routine review of Committee Terms of Reference; (<i>draft update in papers</i>). For review and agreement to recommend to the full Governing Body for approval.	
6.40pm	14. Any other business	
6.45pm	15. Committee Review of effectiveness, membership and skills: questionnaire for completion online after the meeting 16. Has the Committee identified any new or heightened risks to be advised to the Audit Committee for the risk register?	BAF 14
6.50pm	17. Date of next meeting: to be confirmed from item 12	
	Staff Governor to withdraw from meeting.	

PART TWO

6.55pm	1. Minutes of meeting held on 23rd February 2021 (part two) for review and agreement for signing	
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Distribution:

Mr M Belfourd (Chair)	Mr N Sheta (Vice Chair)	Mr G Thompson	Mrs K Taylor
Mrs M Searle	Mr D Freeman		Ms R Clark
	Mr C Graham	Clerk	