

Finance & Resources Committee Meeting

To be held on Monday 10 June 2024 at 17:30
via Microsoft Teams

AGENDA

Please note that timings are approximate, and there will be some flexibility to ensure adequate time is given and there can be productive discussions. Papers will be taken as read in advance of the meeting.

No.	Start Time	Item	Purpose	Main Page Number	Reading Room (Y/N)	Lead
3.1	17:30	Welcome & Apologies	Note	-		Chair
3.2	17:30	Declarations of Interest	Note	-		Chair
3.3	17:30	Minutes of the Previous Meeting	Receive	4		Chair
3.4	17:35	Matters Arising Action Log from Last Meeting	Monitor	11		Chair
3.5	17:40	Determination of Any Other Business • Osprey House Sale	Note	-		Chair
3.6	17:45	Financial KPIs, including funding	Receive	12		CC
3.7	17:55	Learner Numbers Update	Receive	23		CC
3.8	18:00	Revenue Budget 24/25 including Bank Loan & Covenant Update	Recommend (For Corporation approval)	24		CC
3.9	18:15	Capital Budget 24/25	Recommend (for Corporation approval)	31		NW
3.10	18:25	ESFA Financial Submission 23/24 24/25 – 3 year financial plan	Recommend (for Corporation approval)	34		CC
3.11	18:35	College Financial Handbook To note that the handbook has been published and comes into force on 1 August 2024 and will be picked up in more detail by Audit Committee	Note		Yes (for information)	CC
3.12	18:40	Health & Safety Report Term 2 – to look at term 2 report in more detail, specifically training following April Corporation	Discussion	39	Yes (Corporation Papers 25/4)	JB
3.13	18:50	CEFSS Action Plan – Update	Note	44	Yes – Action Plan	NW
3.14	18:55	College Estates Strategy Update	Monitor	46	Yes	NW
3.15	19:05	Subcontracting Partners 24/25	Recommend (for Corporation approval)	49		TG
3.16	19:10	Collaborative Projects and Bids – Verbal Update a) National Star Update b) AI Centre of Excellence	Information	-		NW MB

3.17	19:20	Staff Survey – Actions Update	Monitor	51		CC
3.18	19:30	KPIs - Place, Planet, People	Note	56		NW
3.19	19:35	HR Report 2022/23	Monitor	59	Yes	EM
3.20	19:40	Policies:		68		
		Redundancy Policy	Information	-	Yes	CC
		College Fees Policy	Recommend (for Corporation approval)	-	Yes	CC
		Subcontracting & Partnership Policy		-	Yes	TG
		Data Protection/GDPR		-	Yes	CC
		Anti Bribery Policy		-	Yes	CC
		Fraud Policy & Checklist		-	Yes	CC
3.21	19:50	Appointment of Vice Chair for 24/25		-	-	Chair
3.22	19:55	Revised Terms of Reference 24/25 – to reflect the responsibilities of the committee	Recommend (for Corporation approval)	70		Chair
3.23	20.00	Cycle of Business 24/25 - to discuss & recommend the cycle of business for the committee for the 24/25 academic year	Recommend (for Corporation approval)	73		Clerk
3.24	20.10	Committee Effectiveness including summary of Committee Activity 23/24	Discussion	77		Clerk
3.25	20.15	Any Other Business				Chair
3.26		Confidential Items – please refer to separate agenda and papers.				
		Date and Time of Next Meeting: TBC when 24/25 calendar is confirmed				