CITY OF **GLASGOW COLLEGE**

Board of Management Finance & Physical Resources Committee

The 1st meeting (Session 2020-21) of the Finance & Physical Resources Committee will be held at 1500 hours on Wednesday 30 September 2020 via MS Teams.

Please note that items in the section 'For Noting' will be discussed only if a member requests discussion.

Agenda v2

1.Apologies for absenceVerbalConvenor2.Declarations of InterestVerbalConvenor3.For ApprovalConvenor3.1Minute of Previous Meetings held on 27 May 2020FPRC1-AConvener3.2Committee Annual Report 2019-20FPRC1-BPC3.3Committee Programme of Work 2020-21FPRC1-CPC3.4Health and Safety Policy(To Follow)FPRC1-DJG3.5IT Acceptable Use PolicyFPRC1-EBA3.6Use Your Own Device PolicyFPRC1-FBA4For Discussion and DecisionFPRC1-GPC4.1Strategic Risk ReviewFPRC1-HST4.2Financial Plan 2019-20FPRC1-HST4.3Forecast Financial Plan 2020-21FPRC1-IST4.4Non-Compliant Spend Report UpdateFPRC1-JST4.5Review of IT EffectivenessFPRC1-KST4.6Review of Effectiveness of the Finance FunctionFPRC1-LST5.1Health & Safety Annual Report 2019-20FPRC1-MJG5.2Financial Forecast Return (FFR)FPRC1-NST5.3Credit Delivery UpdateFPRC1-OST5.4Facilities Management ReportFPRC1-QBA
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5.5 IT Progress Report EPRC1-0 BA
6. Any other Notified Business Verbal ^{Convenor}
7. Disclosability of Papers Verbal PC
8. Date of Next Meeting – Wednesday 2 December 2020 Verbal ^{Convenor}

Terms of Reference

- 1. To carry out the Board of Management's constitutional delegation in financial matters, and in all matters relating to the College's estate, property and facilities, including ensuring the discharge of the Board's responsibilities for land and assets transferred to and vested in it.
- 2. To carry out the oversight duties assigned to the Committee in the Financial Regulations ensuring, on an annual basis, that these are fully compliant with the Financial Memorandum.
- 3. To provide advice to the Board of Management on all significant matters related to the College's finances, estate, property and facilities.
- 4. To review, approve and monitor the implementation of the College's financial and estates strategies and associated plans, and to submit appropriate reports and recommendations to the Board on these strategies and plans.
- 5. To receive and approve the annual budget and final accounts for recommendation to the Board.
- 6. To receive and approve funding applications to the College and sector Foundations.
- 7. To receive and consider advice from advisory committees on major items of capital expenditure.
- 8. To receive and discuss health and safety reports of the College's operation and to report on these to the Board of Management.
- 9. To receive and discuss College procurement reports
- 10. To consider as necessary any relevant matters requiring attention which are not included in the terms of reference of other Committees of the Board.