

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

	PAPER	LEAD
1. Apologies for absence	Verbal	Convenor
2. Declarations of Interest	Verbal	Convenor
3. For Approval		
3.1 Minute of Previous Meetings held on 27 May 2020	FPRC1-A	Convenor
3.2 Committee Annual Report 2019-20	FPRC1-B	PC
3.3 Committee Programme of Work 2020-21	FPRC1-C	PC
3.4 Health and Safety Policy	(To Follow) FPRC1-D	JG
3.5 IT Acceptable Use Policy	FPRC1-E	BA
3.6 Use Your Own Device Policy	FPRC1-F	BA
4 For Discussion and Decision		
4.1 Strategic Risk Review	FPRC1-G	PC
4.2 Financial Plan 2019-20	FPRC1-H	ST
4.3 Forecast Financial Plan 2020-21	FPRC1-I	ST
4.4 Non-Compliant Spend Report Update	FPRC1-J	ST
4.5 Review of IT Effectiveness	FPRC1-K	ST
4.6 Review of Effectiveness of the Finance Function	FPRC1-L	ST
5. For Noting		
5.1 Health & Safety Annual Report 2019-20	FPRC1-M	JG
5.2 Financial Forecast Return (FFR)	FPRC1-N	ST
5.3 Credit Delivery Update	FPRC1-O	ST
5.4 Facilities Management Report	FPRC1-P	ST
5.5 IT Progress Report	FPRC1-Q	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.