

## Board of Management Finance & Physical Resources Committee

The 1<sup>st</sup> meeting (Session 2021-22) of the Finance & Physical Resources Committee will be held at 1500 hours on Wednesday 29 September 2021 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	Convener
2. Declarations of Interest	Verbal	Convener
<b>3. For Approval</b>		
3.1 Minute of Previous Meetings held on 2 June 2021	FPRC1-A	Convener
3.2 Committee Annual Report 2020-21	FPRC1-B	PC
3.3 Committee Programme of Work 2021-22	FPRC1-C	PC
3.4 Sustainability Strategy 2021-30	FPRC1-D	SL/PC
3.5 Environmental Policy	FPRC1-E	SL
3.6 Fee Waiver Policy	FPRC1-F	ST
3.7 Refund of Course Fee Policy	FPRC1-G	ST
3.8 Procurement Policy	FPRC1-H	ST
3.9 Financial Regulations Update	FPRC1-I	ST
<b>4 For Discussion and Decision</b>		
4.1 Health and Safety Annual Report 2020-21	FPRC1-J	JFG/CK
4.2 Financial Plan 2020-21	FPRC1-K	ST
4.3 Forecast Financial Plan 2021-22	FPRC1-L	ST
4.4 Strategic Risk Review	FPRC1-M	PC
<b>5. For Noting</b>		
5.1 Non-Compliant Spend Report Update	FPRC1-N	ST
5.2 Financial Forecast Return (FFR)	FPRC1-O	ST
5.3 Credit Delivery Update	FPRC1-P	ST
5.4 Facilities Management Report	FPRC1-Q	ST
5.5 IT Progress Report	FPRC1-R	BA
6. Any other Notified Business	Verbal	Convener
7. Disclosability of Papers	Verbal	PC
8. Date of Next Meeting – Wednesday 1 December 2021	Verbal	Convener

## **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 where these relate to the estate and facilities, 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.