



UNIVERSITY COUNCIL
FINANCE, EMPLOYMENT & GENERAL PURPOSES COMMITTEE
WEDNESDAY 13th NOVEMBER 2013
2:00 PM IN ROOM 103, SKINNER BUILDING

A G E N D A

1. **Welcome** **Chair**

2. **Apologies** **Chair**

The Chair will advise of any apologies for absence received.

3. **Declarations of interest** **Chair**

4. **Membership and terms of reference** (*attached*) **Chair**

Committee members for 2013/14 are:

David Babb (Chair)
Kevin Brown
Peter Neil
Jim Smith
Mark Thompson

Others attending will normally include: the Deputy Vice
Chancellor (Strategy & Performance), Director of Resources,
Finance Manager, Head of Human Resources and the Head of
Estates.



5. Minutes of the last meeting held 13th June 2013 **Chair**

Members need to approve the minutes of the as a correct record and authorise the Chair to sign them (*attached*).

6. Matters arising **Chair**

Members need to raise any matters arising that are not dealt with later on the agenda.

7. Estates **HoE**

- (i) Building works update
 - Update of projects completed and in progress together with expenditure against budget for major capital projects (*attached*)
- (ii) • Health & Safety annual report (*attached*)

8. Employment **HoHR**

- (i) Staffing report from HR (*attached*)
- (ii) Follow up to the staff survey (*verbal update*)

9. Finance

- (i) Summary accounts and variances (*attached*) **HoF**
- (ii) Draft audited financial statements: **HoF**
 - Cover (*attached*)
 - Council and contents (*attached*)
 - Accounts (*attached*)
- (iii) External audit management letter of representation (*attached*) **HoF**



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|------------|---|----------------------|
| (iv) | Other draft audited accounts | HoF |
| | <ul style="list-style-type: none">• BG (Lincoln) Limited (<i>attached</i>)• BGSU (<i>attached</i>) | |
| (v) | Draft Annual Monitoring Statement (<i>attached</i>) | VC |
| (vi) | HEFCE accounts direction annual letter (<i>attached</i>) | VC |
| 10. | Follow up to Audit Committee | DoE |
| (i) | Review on Fundraising (<i>attached</i>) | |
| (ii) | Development Office Plan & Budgets 2013/14 (<i>attached</i>) | |
| 11. | SU review implementation (<i>verbal update on progress</i>) | DVC (S&P) |
| 12. | Agenda suggestions | |
| 13. | Any other business | |
| 14. | Key items for the University Council | |
| 15. | Date of next meeting | |

Please note that the next meeting of the FE&GP Committee will take place on Tuesday 25th February 2013 at 2:00 pm.