The University of Dublin

Treasurer's Office

End 1272

# Finance Committee 2005/2006 Meeting to be held in the Board Room On 5 October 2005, at 2.00 p.m

#### AGENDA

#### **Apologies**

**Minutes of meeting of 22 June 2005** Finance Committee Action List – Status Report Enclosure Enclosure

**Matters arising from the Minutes** 

# Section A – Policy/Implementation

No Section A Agenda items

**Any Other Business** 

# Section B - Implementation Decisions/Review

#### **B1.** Financial Management within Schools

(Minute FN/04-05/79.2 of 22.06.2005)
The Staff Secretary will attend for this item.
Paper on "Financial Flexibility in the Context of current employment legislation" dated 23.09.2005

Enclosure

## B2. Catering

(Minute FN/04-05/77 of 22.06.2005)

The Director of Accommodation and Catering will attend for this item.

Memorandum from the Director of Accommodation and Catering dated 20.09.2005

Enclosure

#### B3. Research Activity – Risk Assessment

The Dean of Research and Ms T. McMahon will attend for this item Memorandum from Treasurer dated 5.09.2005

Enclosure

### B4. Risk Management – Treasurer's Office

Memorandum from Treasurer and Deputy Treasurer dated 21.09.2005

Enclosure

#### **B5.** Insurance Renewal

Memorandum from Acting Director of Buildings and Finance Operations Manager dated 28.09.2005

Enclosure

**Enclosure** 

**Enclosure** 

Enclosure

Enclosure

Enclosure

Enclosure

**Enclosure** 

**Enclosure** 

#### B6. Quarterly Accounts to 30 June 2005

Capital Projects funded by HEA Capital Grants
Capital Projects not funded by HEA Capital Grants
Faculty and Departmental Budgets
Administrative and Other Areas Non-Pay Budgets
Service Departments
Subsidiary Activities
New Research Accounts
Research Account Balances

Section C – Items for Noting
Committee Members are requested to inform the Treasurer by 5.00 p.m. on the day prior the meeting if they wish discussion on any of the following. If not, the Chairperson will propose that they be noted and, where appropriate, that action proposed or reported be approved as presented.

| C1.  | HEA Correspondence Dated 15 July 2005: Strategic Initiatives Funding 2005   | Enclosure   |
|------|---|---|
| C2.  | Capital Projects: Summary Information on Financial Position & Other Matters Version 7 dated June 2005   | Enclosure   |
| C3.  | New Financial Information System – Specification Project<br>(Minute FN/04- 05/26 of 1.12.2004 refers)<br>Memorandum from Deputy Treasurer dated 22.09.2005  | Enclosure   |
| C4.  | New Structures  (i) New Structures - Sign-off Arrangements     Memorandum from Treasurer dated 13.09.2005  (ii) New Structures – Alterations to Finance Systems     Memorandum from Finance Operations Manager dated 27.09.2005   | Enclosure<br>Enclosure  |
| C5.  | <ul> <li>Minutes of Subcommittees</li> <li>(i) Investment Committee Meeting of 15.09.2005     Investment Committee Meeting of 19.05.2005     Investment Committee Meeting of 21.02.2005</li> <li>(ii) Catering Management Committee Meeting of 7.06.2005     Catering Management Committee Meeting of 10.05.2005     Catering Management Committee Meeting of 19.04.2005     Catering Management Committee Meeting of 8.03.2005     Catering Management Committee Meeting of 2.02.2005</li> </ul> | Enclosure<br>Enclosure<br>Enclosure<br>Enclosure<br>Enclosure<br>Enclosure<br>Enclosure |
| C6.  | Student Fees – 2005/06  (i) HEA letter dated 28.07.2005  (ii) Memorandum and supporting schedules from Financial Resources Manager dated 26.09.2005   | Enclosure Enclosure   |
| C7.  | PRTLI Account GO3003 Memorandum from School of Physics dated 28.09.2005   | Enclosure   |
| C8.  | Fire Safety in Residences – Front Square Memorandum from Director of Accommodation & Catering dated 23.09.2005  | Enclosure   |
| C9.  | Sub-Committee Memberships 1 Board FC nominee for each of Catering & Residences Committee  | Provost to nominate   |
| C10. | Travel Agency Services Memorandum from Finance Operations Manager dated 14.09.2005  | Enclosure   |
| C11. | House Purchase Loans (i) Dr Andrew Fagan, Institute of Neuroscience (ii) Ms. Mary Maher, IS Services  | Enclosure<br>Enclosure  |
| C12. | Self-Financing Course M.Sc. in Global Health Memorandum from Administrative Officer, Fees Section dated 27.09.2005  | Enclosure   |
| C13. | <b>Fee Remission Regulations</b> Memorandum from Acting Secretary, Personnel & Appointments Committee dated 26.04.2005  | Enclosure   |

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# **COMMITTEE MEMBERSHIP**

Members
Provost, (Chair)
Treasurer, Secretary
Bursar
Registrar
Prof. J. Parnell
Mr H. Kearns
President Students Union
Dean
Senior Lecturer
Secretary or nominee

Deputy Treasurer, in attendance