



**Finance Committee 2011/2012**  
**Meeting to be held in the Provost's Library**  
**On 16 May 2012, at 2.30 p.m.**

**A G E N D A**

**Apologies**

**Minutes of meeting of 23 March 2012**

Enclosure

**Matters arising from the Minutes**

**Section A – Policy/Implementation**

- A1. Review of Hospitality & Entertainment Policy and Travel Policy**  
Memorandum from Finance Operations Manager dated 08.05.2012 Enclosure
- A2. Student Contribution**  
Memorandum from the Financial Planning Manager dated 09.05.2012 Enclosure
- A3. Commencement Charge**  
Memorandum from the Registrar dated 09.05.2012 Enclosure

**Section B – Oversight and Advisory**

- B1. Global Relations Strategy**  
The Vice-Provost for Global Relations and Project Accountant, Mr Brian Rooney will attend for this item  
Memorandum from the Vice-Provost for Global Relations To Follow
- B2. Annual Budgetary Cycle 2012/13**  
(Minute FN/11-12/73 of 23.03.2012 refers)  
Memorandum from the Vice Provost/ Chief Academic Officer dated 09.05.2012 Enclosure
- B3. TCIN**  
(Minute FN/10-11/40 of 14.12.2011 refers)  
Memorandum from the Director of TCIN dated 08.05.2012 Enclosure

**Section C – Items for Noting**

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

- C1. Quarterly Accounts to 31 March 2012**  
Memorandum from the Senior Financial Accountant, Deputy Research Accounting Manager and Financial Planning Manager dated 09.05.2012 Enclosure
- C2. Control Exception Report**  
Memorandum from the Finance Operations Manager dated May 2012 Enclosure

- C3. Treasurer's Office Risk Assessment Update**  
Memorandum from the Financial Planning Manager dated 09.05.2012 Enclosure
- C4. Postgraduate Fees and Non-EU Undergraduate fees 2012/13**  
(Minute FN/11-12/37 of 14.12.2011 refers)  
Memorandum from Financial Planning Manager dated 09.05.2012 Enclosure
- C5. 2010/11 Provisional FECP Outcomes**  
Memorandum from the Senior FECP Accountant on behalf of the FECP Steering Group dated 09.05.2012 Enclosure
- C6. Stafford Loan Programme – Auditors Report 2011/2012**  
Memorandum from the Financial Planning Manager dated 09.05.2012 Enclosure
- C7. Consolidated Financial Statements 2010/11**  
Memorandum from the Treasurer dated 9.05.2012 Enclosure
- C8. Investment Committee**  
Memorandum from the Treasurer dated 10.05.2012 Enclosure

## Any Other Business

Date of Next Meeting: **Wednesday, 13 June 2012 at 2.00 p.m.**

### COMMITTEE MEMBERSHIP

#### *Members*

Provost, (*Chair*)

Bursar

Vice Provost-Chief Academic Officer

Chief Operating Officer

Registrar

Professor D. Singleton

President Students Union

Dean of Arts, Humanities & Social Sciences

Ms H. Keelan

Treasurer, *Secretary*

Research Accounting Manager, *in attendance*

*FC Agenda 2012 05 16*