

City College, Birmingham Corporation
Finance & General Purpose Committee Meeting
Tuesday 23rd June 2009, 5.30 pm
at
North West Skills Academy
in room 3&4

AGENDA

	Paper & Page No:	Indicative timing
1. Declaration of Interests (Chair)		(1 mins)
2. Apologies (Clerk)		(1 mins)
3. Minutes of the Finance & General Purposes Committee meeting held on 5 th May 2009 (Chair)	Paper 1 Pages 3-13 (Approval)	(2 mins)
4. Matters arising from the minutes (Chair)		(2 mins)
5. Finance & General Purposes Action List as at 23 rd June 2009 (Chair)	Paper 2 Pages 14-17 (Monitoring)	(1 mins)
<u>Finance</u>		
6. Finance and Funding Report (to include LSC Income and Enrolment Update, Management Accounts, Franchise & Partnerships and Funded Projects) (Peter Ryley / Anthony Gribben)	Paper 3 Page 18 (Monitoring)	(5 mins)
7. Draft Revenue, Capital Budget & Financial Forecast 2009/2010 (Peter Ryley)	Paper 4 Page 19 (Recommendation)	(5 mins)
8. Franchise & Partnership Contracts for 2009/2010 (Peter Ryley / Ghulam Vohra)	Paper 5 Page 20 (Recommendation)	(5 mins)
9. Catering and Vending Contracts (Peter Ryley)	Verbal Page 21 (Recommendation)	(5 mins)
10. Pay Award 2008/2009 (Peter Ryley)	Verbal (Discussion / Recommendation)	(5 mins)
11. Draft Fee Tariff 2009/2010 – Final (Anthony Gribben)	Paper 7 Page 22 (Recommendation)	(5 mins)

- | | | | |
|-----|---------------------------------------------------------------------------------------------|-----------------------------------------------|----------|
| 12. | Photocopying Contract (Anthony Gribben) | Paper 8
Page 23
(Recommendation) | (5 mins) |
| 13. | Learner Support Fund – Interim Report 2008/2009
(Stuart Cutforth / Julie Alder) | Paper 9
Pages 24-26
(Monitoring) | (5 mins) |

Estates

- | | | | |
|-----|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-----------|
| 14. | Report from the Director of Property
(Phil Forrest) | Paper 10
Pages 27-33
(Information) | (5 mins) |
| 15. | Student Catering Facility Fordrough – Tenders
(Phil Forrest) | Paper 11 (To be tabled <i>due to the timing of the meeting</i>)
Page 34
(Approval) | (10 mins) |
| 16. | Health & Safety Managers Report
(Ranjna Parmar/ Gerry Begley) | Paper 12
Pages 35-38
(Monitoring) | (5 mins) |
| 17. | Minutes of the Safety Committee meeting held on 11 th May 2009 (David Gibson) | Paper 13
Pages 39-45
(to note) | (1 mins) |

Personnel

- | | | | |
|-----|-------------------------------------------------------------|----------------------------------------------------|-----------|
| 18. | Human Resources Report – Update
(Ranjna Parmar) | Paper 14
Pages 46-48
(Information) | (15 mins) |
| 19. | Equal Opportunities Policy (Ranjna Parmar) | Paper 15
Pages 49-70
(Recommendation) | (5 mins) |

Item for Committee Approval

- | | | | |
|-----|------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|----------|
| 20. | Review of Finance & General Purposes Committee Terms of Reference/ Committee Self-Assessment
(Debbie Cole) | Paper 16
Pages 71-76
(Review / Approval) | (5 mins) |
| 21. | Any other business (Chair) | | (1 mins) |
| 22. | Date and time of next meeting (Chair)
Tuesday 6 th October 2009, 5.30 pm, Fordrough Campus, conference room | (Approval) | (1 mins) |
| 23. | Meeting Evaluation Form | To be completed prior to leaving the meeting | |