

# Agenda

Resources Committee - Tuesday, 5th November 2024 at 12:00pm

## 24.1 Welcome & apologies

*For Information*

## 24.2 Conflict of Interest Declarations/Declarations of Any Other Business

*For Noting*

## 24.3 Draft Minutes from the Resources Committee meeting held on 11 September 2024

*For Approval*

Report 1      **Matters Arising - Finance Matters - verbal report**

*For Information*

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### **RESOURCES - FINANCE - Mr P McKeown, Finance Director**

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## 24.4 Finance Management Report

Report 1      **Tenders Issued Report**

*For Information*

Report 2      **Estates Update Report**

*For Information*

Report 2.1    **Draft Business Case - Strand Road Sports Assembly Hall Refurbishment**

*For Approval*

Report 2.2    **Annex A Condition Report**

*For Information*

Report 2.3    **Estates Strategy - verbal update**

*For Information*

Report 3      **Business Support Centre Update**

*For Information*

Report 3.1    **College Innovation Network - Final Report Oct 2024**

*For Information*

- Report 4**      **Annual Report & Financial Statements Year Ended 31 July 2024**  
*For Approval*
- Report 5**      **Management Accounts for 2 Months to 30 September 2024**  
*For Information*
- Report 6**      **Budget Update 2024/25**  
*For Approval*
- Report 7**      **Draft Student Council Report & Financial Statements Year Ended 31 July 2024**  
*For Approval*
- Report 8**      **Prompt Payment - verbal report**  
*For Information*
- Report 9**      **Bad-Debt Write-Off Report**  
*For Approval*
- Report 10**     **Fees & Charges Policy 2025/26**  
*For Approval*

#### **24.5 Correspondence - Finance**

*For Information*

#### **24.6 Committee Chair's Business - Finance**

#### **24.7 Any Other Business - Finance matters**

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### ***RESOURCES - STAFFING - Ms S Kelly, HR Manager***

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#### **24.8 Matters Arising - Staffing - Draft Minutes of the Resources Committee meeting held on**

#### **24.9 HR Services Management Report**

- Report 1**      **HR Services Annual Report September 2023 - August 2024**  
*For Information*
- Report 2**      **Health & Wellbeing Brochure Semester 1 2024/25**  
*For Information*
- Report 3**      **Learning & Development Programme - Semester 1 2024-2025**  
*For Information*
- Report 3.1**     **Learning & Development Plan 2024 -2025**  
*For Information*
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## 24.10 Correspondence - Staffing

## 24.11 Committee Chair's Business - Staffing

*For Information*

Report 1      Internal Audit Review - Learning & Development Update on  
Progress of Actions

*For Information*

## 24.12 Any Other Business - Staffing matters

*For Information*

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### ***CLIENT SERVICES - Ms G Moss, Head of Client Services***

## 24.13 CLIENT SERVICES

Report 1      Equality Update

*For Information*

Report 2      Data Protection/Compliance Update

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## 24.14 Reserved Business

**Date of next meeting - 18 February 2025**