



**AGENDA**

**Finance and Employment Committee to be held on  
Wednesday 1 July 2015 commencing at 2.00 pm  
In the Principal's Office, Folly Lane, Hereford**

1. Apologies for absence
2. Declaration of Interests
3.
  - I. Approval of the Minutes of the meeting held on 11 March 2015
  - II. Matters arising from the Minutes

*Aim: To approve and discuss the minutes*
4. Employment Reports: -
  - I. Health and Safety Report
  - II. Staff Report

*Aim: To receive the reports presented by the Director of Personnel*
5. Finance Reports: -
  - I. College Budget 2015/16 and Financial Forecast
  - II. Management Accounts to 31 May 2015
  - III. Sub-Contracting 2014/15
  - IV. Write off Bad Debts
  - V. Capital Projects Update

*Aim: To receive, discuss and recommend to the Board for approval as applicable, presented by the Director of Finance*
6. Annual items for Committee
  - I. Election of Chair 2015/16
  - II. Self assessment of Committee
  - III. Terms of Reference

*Aim: To make recommendations to the Board as appropriate*
7. Any Other Urgent Business
8. Date and time of next meeting  
**Wednesday 2 December 2015 commencing at 2.00pm**

***Success for our Students***