



**AGENDA**

**Finance and Employment Committee to be held on  
Wednesday 11 March 2015 commencing at 12.30 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 3 December 2014
  - II. Matters arising from the Minutes

*Aim: To approve and discuss the minutes*
4. Employment Reports: -
  - I. Health and Safety Report
  - II. Staff Report
  - III. Shared Parental Leave Policy (draft)
  - IV. Sickness Absence Policy (draft)
  - V. Return to Work Interview (draft)

*Aim: To receive the reports presented by the Director of Personnel*
5. Finance Reports: -
  - I. Management Accounts to 31 January 2015
  - II. Capital Projects Update
  - III. Sub-Contracting 2014/15
  - IV. Tuition Fee and Remission Policy 2015/16
  - V. Budget Timetable 2015/16

*Aim: To receive and approve the reports presented by the Director of Finance as applicable*
6. Any Other Urgent Business
7. Date and time of next meeting  
**Wednesday 1 July 2015 commencing at 2.00pm**

***Success for our Students***