



**Agenda for a meeting of the Seevic College Corporation Finance & General Purposes committee  
to be held on Tuesday 20 October 2015**

Venue: Principal's office

Time: 16:30

Item	Description	Lead person	Action req	Paper	Time (approx)
<b>Procedural matters</b>					
1.	Apologies for absence	Clerk	<i>to receive</i>	<b>Verbal</b>	16:30-16:31
2.	Confirmation of eligibility and quoracy	Clerk		<b>Verbal</b>	16:31-16:32
3.	Declaration of interests	Clerk	<i>to receive</i>	<b>Verbal</b>	16:32-16:33
4.	Election of Chair & confirmation of committee membership for 2015/16	Clerk	<i>to elect &amp; agree</i>	<b>Verbal</b>	16:33-16:40
<b>Strategic matters</b>					
5.	HRD Annual Report	Head of HRD	<i>to receive</i>	<b>A</b>	16:40-17:00
6.	Estates update <ul style="list-style-type: none"> <li>• <b>SBC</b></li> <li>• <b>Front entrance wall</b></li> </ul>	Head of Fac & Estates	<i>to receive</i>	<b>B</b>	17:00-17:15
7.	Finance Report: Management accounts to period end July '15 <ul style="list-style-type: none"> <li>• <b>Update on SFA growth case</b></li> </ul>	DP F&R	<i>to receive</i>	<b>C</b>	17:15-17:30
8.	Enrolments: Funding implications	Vice Principal	<i>to receive &amp; note</i>	<b>Presentation</b>	17:30-17:45
<b>Ensuring Accountability</b>					
9.	To confirm the accuracy of the minutes of the last meeting held on 14 July '15 & discuss and review progress against matters arising	Chair	<i>to agree</i>	<b>D</b>	17:45-17:50
10.	Report of actions taken by the Chair on behalf of the Corporation	Chair	<i>to note</i>	<b>Verbal</b>	17:50-17:55
<b>Other matters</b>					
11.	Committee ToR	Clerk	<i>to review &amp; agree</i>	<b>E</b>	17:55-18:05
<b>Confidential matters</b>					
12.	Consideration of any confidential matters	Chair		<b>Verbal</b>	18:05
<b>Date of next meeting</b>					
The date of the next scheduled meeting is: <b>Tues 8 December 2015 @ 16:30</b>					