

# AGENDA

Meeting: **Finance & Audit Committee**  
Location: **Microsoft Teams**  
Date & Time: **Thursday 20<sup>th</sup> May 2021 at 09.00am**

Item		Appendix
1.	<b>Apologies for absence</b>  Committee to receive and approve any apologies received for absence.	
2.	<b>Notice of any other business</b>  Chair to notify the committee of any items raised in advance of this meeting for discussion under any other business.	
3.	<b>Declaration of conflict of interest</b>  Members are asked to declare any conflict of interest they may have in relation to any business to be discussed at the meeting.	
4.	<b>Minutes of the previous meeting and matters arising</b>  Committee to: <ul style="list-style-type: none"><li>• approve minutes for the Chair to sign;</li><li>• note the matters arising from the previous meeting;</li><li>• note any decisions made without a meeting by the committee.</li></ul>	R1
5.	<b>Finance &amp; Audit</b> ( <i>Helen McHenry - Head of Finance</i> )  Committee to review: <ul style="list-style-type: none"><li>• Finance Team Update</li><li>• April management accounts</li><li>• Year-end forecast</li><li>• Audit Recommendations Update</li><li>• VAT review</li></ul>	R2
6.	<b>Financial scenario planning</b> ( <i>Helen McHenry - Head of Finance</i> )  Committee to review draft financial scenario's	To follow
7.	<b>Annual Planning update</b> ( <i>Nicky Passmore - Chief Executive</i> )  Chief Executive to give verbal update on 2020-21 financial forecast and block grant negotiation with University.	
8.	<b>To set the date and time of future meetings</b>  Thursday 26 August 2021 9-11am Thursday 18 <sup>th</sup> November 2021 9-11am Monday 14 <sup>th</sup> March 2022 9-11am Thursday 19 <sup>th</sup> May 2022 9-11am	