

Meeting:	Finance & Audit Committee	
Location:	1 East Meeting Room 3.20	
Date & Time:	Friday 23 November 2018 at 10am	
Item		Appendix
1.	<p>Apologies for absence</p> <p>Committee to receive and approve any apologies received for absence.</p>	
2.	<p>Election of Chair</p> <p>Committee to elect a trustee to be the chair.</p>	
3.	<p>Notice of any other business</p> <p>Chair to notify the committee of any items raised in advance of this meeting for discussion under any other business.</p>	
4.	<p>Declaration of conflict of interest</p> <p>Members are asked to declare any conflict of interest they may have in relation to any business to be discussed at the meeting.</p>	
5.	<p>Terms of reference</p> <p>Committee to review and agree their terms of reference for recommendation to the Board of Trustees for adoption at their next meeting.</p>	A
6.	<p>Management accounts</p> <p>Committee to review the management accounts.</p>	B
7.	<p>Reserve statements</p> <p>Committee to review the reserve statements.</p>	C
8.	<p>Audit recommendations</p> <p>Committee to review progress made to implement audit recommendations.</p>	D
9.	<p>Any other business</p> <p>To discuss any items raised previously under notice of any other business:</p> <p>1) Enabling Strategy</p> <p>Committee to receive an update on progress made on the Enabling Strategy.</p> <p>2) Making Tax Digital</p> <p>Committee to discuss making tax digital.</p>	

10.	Review of meeting effectiveness Committee to review the effectiveness of the meeting.	
11.	To set the date and time of future meetings Please bring your diaries so that the committee can set dates for the rest of this academic year.	