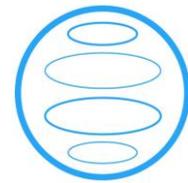


	<ul style="list-style-type: none"> The VP Resources noted that there had been no accidents at the Motor Vehicle/Energy Centre last year. 3 accidents had been reported this year to date. He noted that safety at the site is paramount for managers. 	
4.	<p>Financial Health Notice of Concern</p> <p>The VP Finance reminded the Committee that the College had successfully passed the SFA Accountability Review audit in May 2013. As agreed within the action plan the recommendation was for the Principal to present the Financial Health Notice of Concern formally to the Committee and the full Corporation. The Committee noted the Notice and the Clerk confirmed the item will go forward to Corporation for information.</p>	Clerk
5.	The Financial Plan [confidential item]	
6.	Key Performance Indicators relating to Finance and HR – including F&HR targets for 2013/14 [confidential item]	
7-9.	Facilities Management, Risk Management and Health and Safety [confidential item]	
10.	<p>Human Resources update Including EDI Staffing Statistics</p> <p>The VP Resources reported on statistics as at October 2013. [confidential item].</p> <p>The VP Resources noted there is a new policy on Long Service Awards which he agreed to circulate to the Committee. The Committee agreed the scheme was a good idea and would be appreciated by staff.</p>	VP Resources
11.	<p>September & October 2013 Management Accounts [confidential item].</p> <p>The October accounts were tabled by the VP Finance.</p> <p>The VP Finance provided an update on a national issue for colleges around the data service which supports the main recurrent grant income streams. Due to a technical issue it has been unable to launch software for 2013-14. Colleges are currently using judgement and best estimates. [confidential item]</p>	
12.	<p>College year-end audited accounts 2012/13</p> <p>The Committee considered the year end College Annual Report and financial statements for SCCH and Plaza Trading Hastings Ltd and Baker Tilly management letter and financial health update and Baker Tilly Audit Findings Report for the year.</p> <p>The VP Finance reported that the papers had already been scrutinised by the Audit Committee with both sets of auditors in attendance and the version being considered was the pre final set. [confidential item] The Committee asked what the CCAMS stood for and the VP EES confirmed it was the Cross College Account Management Service which covers individual staff in the sales team responsible for employer management.</p> <p>The Committee asked that both sets of solicitors are included in the statements, that there is a consistency in the titles of Corporation's standing committees and that the CQS s/c is included in the committee section.</p> <p>RESOLVED: Subject to the changes above the Committee recommended to approve to Corporation the College year-end audited accounts 2012-13 including financial statements and regularity auditor's management</p>	

	letter. Proposed: PF; Seconded: PE; CARRIED.	VP Finance/Clerk
13.	<p>Student Council accounts 2012/13 (The Student President and Student Engagement Manager arrive at 15.10) The Student President presented the budget from last year's accounts. [confidential item]. The Committee asked if the student council was provided with the same grant as last year and the VP Finance confirmed it was. The VP EES noted that the student council has secured additional funding from the National Association of Colleges and Universities Enterprise grant. The Committee noted the Student Council Accounts for 2012-13. (The Student President and Student Engagement Manager depart at 15.23)</p>	
14.	<p>Pyke House Accounts 2012/13 The VP Finance reported that the accounts include the depreciation charge for the building and the fixed asset. [confidential note]. RESOLVED: The Committee approved the Pyke House accounts for 2012-13. Proposed: PF; Seconded: SW; CARRIED.</p>	VP Finance
15.	<p>Accountability Framework The VP Finance reported that the framework is not a requirement but best practice. The Accountability Review document and action plan will be reviewed termly by the VP Finance and the Clerk and presented annually to the Audit Committee and the F&HR Committee. Any issues requiring urgent action will be highlighted as necessary. The Committee noted the report and action plan.</p>	
16.	<p>Shared Systems update [confidential item] The VP Finance reported that the College continues to be part of the Shared Systems project with FE Sussex. 3 colleges have gone live and the SCCH is due to go live in March 2014. The scheme will save the College purchasing a new finance system at a cost of around £100,000. The VP Finance reassured the Committee that he would not go live until he was confident it would not have a detrimental effect on reporting.</p>	
17.	<p>Report on overseas travel 2012/13 The Committee noted the report on overseas travel from the VP Finance.</p>	
18.	<p>Financial Regulations The VP Finance reported that he had reviewed the Financial Regulations and had no suggested changes to make and was confident they were fit for purpose. RESOLVED: The Committee recommended to approve the Financial Regulations to Corporation with no updates. Proposed: SW; Seconded: PF; CARRIED. The VP Finance reported that a revised Fraud Policy had been written to ensure the College was up to date with current legislation. The Committee asked if the policy had changed significantly and the Clerk reported that the previous update in 2006 was both out of date and had been delegated to the SLT for approval. In line with best practice the policy has been delegated to the F&HR for the current time and will be transferred over to the Audit Committee next year as part of a policy review. SW asked the College to ensure that the Anti-Bribery Policy and Fraud Policy were consistent and the VP Finance agreed to review both policies together. RESOLVED: The Committee approved the Fraud Policy. Proposed: SW; Seconded: PF; CARRIED.</p>	VP Finance/Clerk



16.	AOB There were no items raised.	
	Meeting dates for 2013-14 Wednesday 12 March 2014, 09.30 start Wednesday 7 May 2014, 15.00 start Wednesday 18 June 2014, 15.00 start	

Meeting closed at: 17.24

Governor attendance 2013-14: 57%

Meeting length: 2hr 24mins