

# Brooklands College

Resources Committee meeting to be held on Wednesday 14<sup>th</sup> June 2017  
in room MC5, 08.00 – 10.30

## Agenda

1. Action in the event of fire
2. Welcome and apologies
3. Declarations of interest
4. Minutes of the committee meeting held on 8<sup>th</sup> March 2017
5. Matters Arising
6. Capital Projects
  - 6.1. To authorise expenditure of capital items within the Committee's limits of financial authority under the College Financial Regulations.
  - 6.2 CSC update regarding the Weybridge Master Plan
7. Finance
  - 7.1 April 2017 Management Accounts
  - 7.2 Draft budget 2017-18
  - 7.3 Action Plan Update
  - 7.4 Financial Regulations Review 2017
8. Procurment update
  - 8.1 Appointment of Internal Auditors
  - 8.2 Appointment of External Auditors
  - 8.3 Appointment of catering contract
  - 8.4 Appoinment of multi-functional devices contract
9. Quality Improvement Plan Updates
  - 9.1 Aim 2
  - 9.2 Aim 3
10. Business and Marketing Unit Update
11. IT Report
12. Health and Safety Report
13. Shared Services in Sussex and Surrey Colleges (SISSC) Update (Verbal)
14. Committee Governance:
  - 10.1 Review of Terms of Reference

10.2 Committee self-assessment

10.3 Business Calendar 2017-18

14. Chair's business

14.1 Review of Committee Business for Emerging Risks

15. Any other business

16. Date of next meetings

The next meeting of the Resources Committee will be held on Wednesday 1<sup>st</sup> November 2017 at 8.00am

Joint Audit and Resources meeting to sign off accounts: Wednesday 29<sup>th</sup> November 2017 at 8.00am.