



Annual Schedule of Business 2018–19

<b>Outcome requested</b>	Finance and Investment Committee is asked to <b>approve</b> the Annual Schedule of Business for the academic year 2018–19.
<b>Executive Summary</b>	<p>[a] The schedule of business sets out the Committee’s plan of work for the 2018–19 academic year. It includes items that are required to ensure compliance with the Office for Students’ (OfS) Terms and conditions of funding for higher education institutions and requirements for regulation up to 31 July 2019.</p> <p>[b] The Committee will receive a single update on the performance of QMUL’s subsidiaries in November.</p> <p>[c] The Faculty Vice-Principals will each be invited to attend one meeting per year to provide an update on the Faculty’s financial position.</p> <p>[d] The OfS has indicated that the TRAC return will need to be approved prior to submission. Guidance from the OfS on the TRAC return will be issued in September 2018. Approval of the TRAC return process is currently scheduled for March 2019 but the timing of this will be reviewed once the guidance is published.</p> <p>[e] The timescale for the Committee to review the revised Financial Regulations, Scheme of Financial Delegation and Travel &amp; Expenses Policy has been provisionally set for November 2018.</p>
<b>QMUL Strategy:</b>	The schedule of business relates to all aspects of the strategic plan.
<b>Internal/External regulatory/statutory reference points:</b>	OfS Terms and conditions of funding for higher education institutions and requirements for regulation up to 31 July 2019.
<b>Strategic Risks:</b>	13 – Maintain effective and constructive governance
<b>Equality Impact Assessment:</b>	Not required
<b>Subject to prior and onward consideration by:</b>	For consideration by the Committee only.
<b>Confidential paper under FOIA/DPA:</b>	No.
<b>Timing</b>	The plan covers the academic year 2018–19.
<b>Author</b>	Sian Marshall, Assistant Registrar (Council and Governance)
<b>Date</b>	04 June 2018

<b>Senior Management/External Sponsor</b>	Luke Savage, Chair of Finance and Investment Committee
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## Finance and Investment Committee Schedule of Business 2018–19

26 September 2018

Financial performance	First draft outturn 2017–18
	Review of HSS Faculty position
	Development Directorate annual report
	Research grants and contracts annual report
Financial Policy & Strategy	Tuition fee regulations 2019–20
Strategic Investment	Update on borrowing
	New SBM and teaching building business case
Treasury Management & Investment	Investment Managers sub-group report and tender mandate & process
Other Matters for Report	QMUL Pension Liabilities Report
	Annual summary of bad debt write-offs 2017–18
	Carbon Management Plan: annual report

14 Nov 2018

Financial performance	Current financial position
	Draft Financial Statements 2017–18
	Draft financial results and updated forecasts for 2017–18
Financial Policy & Strategy	Student recruitment update
	2018–19 Budget: Principles & Approach
	Financial Regulations, Scheme of Delegation of Financial Authority & Travel and Expenses Policy
Strategic Investment	Update on borrowing
Other Matters for Report	QMSU year-end accounts 2017–18
	Overseas operations and partnerships: year end accounts 2017–18
	QMI annual report
	Annual subsidiary review

27 March 2019

Financial performance	Current financial position
	Review of S&E Faculty position
	TRAC Return Results 2017–18
Financial Policy & Strategy	2019–20 Budget and five year forecasts
Strategic Investment	Update on borrowing
Treasury Management & Investment	Investment Managers sub-group report
Other Matters for Report	QMSU Financial Statements 2017–18 and mid-year accounts

20 June 2019

Financial performance	Current financial position
	Review of SMD Faculty position
Financial Policy & Strategy	2019/20–2023/24 financial forecasts
	Policies requiring review/approval (tbc)
	Recurrent Grant Allocations
Strategic Investment	Update on borrowing
	Capital plan prioritisation (if detailed plan is not considered as part of the Budget)
Other Matters for Report	Annual Schedule of Business 2019–20
	Review of terms of reference, membership and Committee effectiveness