

FINANCE COMMITTEE

ACTIONS AND KEY DECISIONS OF THE MEETING

Meeting Date and Time:	Thursday 15 th January 2026 at 10.30am
Location:	Futureworks
Present:	David McIntyre, Chair
	Chris Mayo, Member
	Julia Edwards, Head of Finance
In attendance:	Ben Norris, Vice Principal, Clerk
	Kate Sayer, Secretary
Apologies:	None

No.	ACTIONS
1	[This section contains commercially sensitive information and has been redacted]. (3ai-1)
2	[This section contains commercially sensitive information and has been redacted]. (3bi-1)
3	Head of Finance to create an Excel Model for future student intakes and the related income/costs. (3bi-2)
4	[This section contains commercially sensitive information and has been redacted]. (4a-1)
5	Head of Finance to create a more integrated financial forecasting model. (4c-1)

No.	KEY DECISIONS
1	

FINANCE COMMITTEE

MINUTES OF THE MEETING HELD ON Thursday 15th January 2026 @10.30am at FUTUREWORKS For General Release

Present: **David McIntyre, Chair**
Chris Mayo, Member
Julia Edwards, Head of Finance

In attendance: **Ben Norris, Clerk**
Kate Sayer, Secretary

1. WELCOME BY THE CHAIR AND APOLOGIES FOR ABSENCE

The Chair welcomed members to the meeting and confirmed that all members and attendees were present.

2. DECLARATIONS OF INTEREST

No declarations of interest were made.

3. COMMITTEE BUSINESS:

- a. Committee Business:
 - i. Minutes of 09.10.26 - The minutes of the previous meeting were approved. The Chair noted that the meeting originally scheduled for 08.01.26 was rescheduled to this date. [This section contains commercially sensitive information and has been redacted].
 - ii. Action Tracker – The action plan was accepted by the committee and completed actions accepted. An update was given on the following action:
 - [FC]October 2025 | 4e(1)List of subscriptions – it was agreed that this will now come to the next meeting

[Action: This section contains commercially sensitive information and has been redacted] (3ai-1)

- b. Matters Arising:

[This section contains commercially sensitive information and has been redacted].

[Action: This section contains commercially sensitive information and has been redacted] (3bi-1)

[Action: Head of Finance to create an Excel Model for future student intakes and the related income/costs.] (3bi-2)

ITEMS FOR CONSIDERATION, DISCUSSION AND/OR RESOLUTION:

4. REPORTS AND PROPOSALS:

Financial update inc. quarterly management accounts – [This section contains commercially sensitive information and has been redacted].

[Action: This section contains commercially sensitive information and has been redacted] (4a-1)

- a. OfS financial return (January 2026) - [This section contains commercially sensitive information and has been redacted].



- b. Externally Audited Accounts – Externally audited accounts were agreed, and the financial statements and management letter were included. There was one management point noted in the management letter, to create a more integrated financial forecasting model, which will be implemented by the Head of Finance.
- c. [This section contains commercially sensitive information and has been redacted].

[Action: Head of Finance to create a more integrated financial forecasting model.] (4c-1)

ITEMS FOR INFORMATION ONLY:

5. AOB:

- John Boyle will join the next meeting as an independent member of the Committee, and his induction is due to take place next week.

5. DATES OF NEXT MEETING: 21st April 2026 at 1.30pm