

CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

**Notice of a meeting of the Facilities & Finance Committee
to be held via Zoom at 7.45am on Wednesday 23rd June 2021**

A G E N D A

- 7.45am 1. **Apologies for Absence**
2. **Declaration of Interests** – to declare any business interests or conflicts of interest additional to the Annual Register, or the receipt of gifts or hospitality
- 7.50am 3. **Minutes of the Last Meeting** – to approve the minutes of the last meeting held on 28th April 2021 (*attached*)
- 7.55am 4. **Matters Arising** – to discuss any matters arising and not covered as a separate agenda item
- 8.00am 5. **Chair's Action** – to note any actions/approvals taken since the last meeting
- 8.05am 6. **Financial Update** – to review:
6.1 – School Financial Management Reports for March and April 2021 (*attached x6*)
6.2 – School Fund Year-to-March 2021 Report (*attached x2*)
- 8.20am 7. **School Budget 2021-22 & 3-Year Forecast** – to discuss and agree recommendation for Full GB meeting on Wednesday 9th July 2021 and receive 2021-22 premises contract information (*attached x2*)
- 8.35am 8. **Audit Responsibilities** – to receive ICE Report 2 (*attached*)
- 8.45am 9. **Campus Development & SSEF Project** – to receive verbal update and progress reports (*attached x2*)
- 8.55am 10. **IT Update** – to receive revised IT Asset Replacement Plan verbal update (*attached*)
- 9.05am 11. **GDPR** – to receive a verbal update
- 9.10am 12. **Risk Register** – to review and approve Facilities & Finance and SSEF sections
(*attached*)
- 9.15am 13. **Any Other Business**
- 9.20am 14. **Date of Next Meeting** – to agree as 7.45am on Wednesday 6th October 2021.
(To be approved at the Full GB meeting on 9th July)