

Finance and Risk

Finance and Risk – Actions Tracker

Meeting(s)	Minute	Action	Lead Responsibility	Progress	Due date
Matters Arising					
18 th Oct 2018		Bank Account Closure	Finance Manager	NG is currently liaising with NatWest bank to finalise the account closure	Update to the next F&R meeting
18 th Oct 2018		Designated fund provision	Head of Finance & Resources		Paper to be submitted to the next F&R meeting
30 th Jan 2019	5.2	Events Budgets - Systems team to report on 3D secure online shop on the first F&R meeting of next year	Head of Finance & Resources	MM to submit a summary paper to Board about the progress being made with implementing the new secure online system	Update to the next F&R meeting
30 th Jan 2019	5.4	Insurance Cover MM to ask the student activities manager for a response paper to the College insurance cover	Head of Finance & Resources		Update to the next F&R meeting
30 th Jan 2019	5.8	Web Policy Update policy and share with the Committee	Head of Finance & Resources		Update to the next F&R meeting

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30 th Jan 2019	13.11	<p>Reforecast MM to submit a reforecast summary to February's Board</p> <p>JA to add a reforecast Agenda point to February's Board</p>	<p>Head of Finance & Resources</p> <p>Admin Support Officer</p>		Update to the next F&R meeting
30 th Jan 2019	14.5	<p>Summer Ball JH to provide an update regarding the progress of the Summer Ball plan in the next F&R meeting and update the Summer Ball plan taking into account the Committee's suggestions</p>	Events and Conferences manager		Update to the next F&R meeting