

# **TBAP Trust**

## **Executive Board**

### **Notice of the meeting of the Finance, Premises and HR committee**

**to be held at The Bridge Academy  
Finlay Street, London, SW6 6HB**

**On Tuesday 23<sup>rd</sup> September 2014 5.00pm**

to transact the business set out in the agenda attached.

Carol Stock, Clerk to the Directors  
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Dated: 8<sup>th</sup> September, 2014

**PLEASE BRING THE FOLLOWING DOCUMENTS TO THE MEETING:**

**All papers enclosed  
Diaries**

**Please see over:**

## AGENDA

### Membership:

Mr Paul Dix (Chair); Ms Marie Thomas; Mr Seamus Oates; Mr Philip Rham. Ms Anu Jain

**In attendance:** Mr Nathan Crawley-Lyons, Head of Business Development and Operations  
Ms Deepa Martin, Finance Consultant  
Miss Carol Stock, clerk.

1. Apologies for Absence
2. Pecuniary Declaration
3. Minutes of the meeting held on 10<sup>th</sup> June 2014 (*enclosed*)
4. Matters Arising (*not included in the agenda*)
  - Item 4.3 Maintenance Contract (ongoing) NCL
  - Item 4.5 Cleaning Contract Review (ongoing) NCL
  - Item 4.6 Asbestos – receive report at next meeting NCL
  - Item 5.6 Cost different supply models NCL
  - Item 5.16 Confirm schools for Choices funding DMA
  - Confirm Devolved Capital funding DMA
  - Item 8.10 Pensions Clarity (*Risk E7*) NCL
  - Item 9.9 CSS Reorg Consult SO
5. 2014-15 Budget approval update (*enclosed*) NCL
6. 2013-14 Budget Reporting (*enclosed*) DMA
7. Expense Claims (June - August) (*tabled on day*) DMA
8. FMGSA for BCAPA, LAPA, OCAPA (*enclosed*) NCL
9. Update Internal and External Audits NCL
10. Risk Register (*enclosed*) NCL
11. Harmonisation NCL
12. Approval of new Policies: *DBS Check Policy / Expense, Travel and Subsistence Policy / Support staff and Teachers Pay Policy (enclosed) / Flexi-Time Policy and Procedure (to follow)* NCL
13. Threshold approval SO
14. Staff PM recommendations 13/14 (*tabled on day*) SO
15. Bonus values 14 /15 (*tabled on day*) SO
16. TBAP Admin restructure (to follow) NCL
17. Any Confidential Matters
18. AOB
19. Date of next meeting Tuesday 25<sup>th</sup> November at 5.00pm