



## **Financial Performance and Planning Committee**

Wednesday 27 September 2023, 2.00pm

South Wing Council Room with facilities to join the meeting online via MS Teams

### **Minutes**

#### **Present Members:**

Charu Gorasia (Chair); Paul Clark; Professor D'Maris Coffman; Geoff Dunk; Ian Galloway; Dr Thea Gibbs; Professor Jennifer Hudson; Tansy Jones; Professor Ivan Parkin; Professor Stephanie Schorge; Professor Anthony Smith; Julie Smith

#### **Apologies:**

Dr Michael Spence; Beth Beasant; Simon Buller; Aimie Chapple; Clare Goudy; Kate Pearce; Professor Geraint Rees; Matthew Swales

#### **In attendance:**

For Minutes 1-10: Ian Davis, Head of Finance (vice-Kate Pearce)  
For Minutes 1-10: Natasha Lewis, General Counsel  
For Minutes 1-10: Stephen Glover, Director of Financial Planning and Analysis  
For Minutes 1-10: Amy Spittles, Head of Internal and Compliance Reporting  
For Minutes 1-10: Jessica Yuille, Director of Financial Planning and Analysis  
For Minute 6: Mike Brown, Director of Biological Services  
For Minute 6: Jamie Stock, Business Operations Manager, Biological Services  
For Minute 6: Thomas Turner, Director of Finance (Professional Services)

#### **Officer:**

Rachel Port, Governance Manager: Research Integrity

### **Part I: Preliminary Business**

#### **1. Terms of Reference, Constitution and Membership 2023-24 (1-01)**

- 1.1. Financial Performance and Planning Committee (FPPC) approved its Terms of Reference and Constitution and Membership for 2023-24 session, subject to the inclusion of further provisions about (i) reviewing the performance of new taught programmes it approved against their proposed targets and (ii) reviewing the performance, as well as any benefits being realised, of projects it approved against their business cases.

**2. Minutes**

- 2.1. FPPC approved the minutes of the meeting held on 25 July 2023 [Minutes 67-77, 2022-23].

**3. Matters arising**

Exempt from publication, please see confidential minutes.

**Part II: Strategic Items for Discussion**

**4. Confidential: UCL Financial Performance Overview Year End 22-23 (1-02)**

Exempt from publication, please see confidential minutes.

**5. Confidential: Student Number Planning 2022-23: Lessons Learned (1-03)**

Exempt from publication, please see confidential minutes.

**6. Confidential: Biological Services Cost Recovery (1-04)**

Exempt from publication, please see confidential minutes.

**Part III: Other Business for Approval or Information**

**7. Approach to Forecasting and Budgeting in 2023-24 (1-05)**

- 7.1. FPPC received the report setting out the proposed approach to UCL's forecasting and budgeting in 2023/24. It was noted that this would involve greater in-depth forecasting in future.

**8. Confidential: 2022-23 Capex Equipment Programme – Final Report (1-06)**

- 8.1. FPPC received the final report on the capex equipment support provided in 2022-23.

**9. Office for Students (OfS) Governance Update (1-07)**

- 9.1. FPPC received the update on the OfS conditions of registration and reportable events mapping. FPPC was responsible for recommending University annual student number targets to UMC, as well as annually proposed tuition fee changes to UMC for approval which mapped to OfS condition of registration G1.

**10. Dates of next meetings**

- 10.1. A Special Meeting of FPPC would be held on Tuesday 3 October 2023 at 4.30pm on MS Teams to consider the actions taken in relation to feedback on

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the School of Management Stage Zero proposals considered by the committee at its previous Special Meeting held on 15 September 2023.

10.2. The next scheduled meeting of FPPC would be held on Tuesday 31 October 2023 at 2.30pm and be hybrid in the South Wing Council Room.

Rachel Port  
Acting FPPC Secretary  
October 2023