

Finance and General Purposes Committee

Minutes of Meeting held on

Thursday 10th March 1.30 pm by MS Teams

Present: Murray Easton (Convenor)
Peter Graham
Caroline Webster

In attendance: Shelly McInnes
Caelum Leese HISA Representative
David Patterson
Alistair Fowlie
Eleanor Melton Clerk
Ellen Kingham Minutes

		ACTION	DATE
F.22.01.01	(i) Resignations		
	There were no resignations		
	(ii) Appointments		
	There were no appointments		
F.22.01.02	Apologies for Absence		
	No apologies for absence were received		
F.22.01.03	Any Additional Declarations of Interest including specific items on this Agenda		
	There were no declarations on interest		
F.22.01.04	Draft minutes of Finance and General Purposes Committee meeting held on 25 November 2021		
	The minutes were accepted as a true and accurate record and approved by the Committee: Proposed: Caroline Webster Seconded: Peter Graham		
F.22.01.05	Draft Matters Arising/Actions from Finance and General Purposes Committee held 25 November 2021		
5.1	FGP.21.03.06 6.8 to be amended to say Murray will talk to the Chair of the Court at his next meeting on 19 th April ACTION: Clerk to update Matters arising/Actions from 22/1/2022	Clerk	Immediate
5.2	All other matters/actions were complete		
F.22.01.06	Emerging Issues		
6.1	Murray asked what steps the college was taking concerning Russian or Ukrainian staff or students.		

	David responded that the message is going out that everyone must feel safe and welcome. HISA are also organising a meeting.		
6.2	Murray asked what work is being done to mitigate the costs for MAATIC. David responded that everything is being looked at including the building design, a possible change of location to Forres and additional sources of funding. HIE have stated that there will not be an enterprise hub at the location in Lossiemouth because the land is not suitable or not available. We need to have a building and location which we can operate effectively.		
6.3	As we will be running the site Murray suggested that before any proposals go back to the project board then Peter should look at them and decide if they should be looked at by the College board first. This was agreed by the committee.		
6.4	Enterprise Hub. There is a project board meeting on Monday. The existing appraisal does not include a breakdown of costs. Caroline cannot make the meeting and Murray is to attend instead.		
F.22.01.07	2021-22 Financial Forecast Return- comparison v budget		
	(i) Management Accounts to 31 January 2022		
7.1	Murray commented that there is a mix of dates on related paperwork. There is a significant improvement on the last position and would like to go through the variables.		
7.2	Clawback. There is no further news. There is a meeting today with SFC for clarification. Shelly confirmed that there will be no clawback with the purpose of redistribution to other colleges. The reduction in the figure is related to FE clawback only.		
7.3	Credit target. The target is 19800. We are likely to achieve about 18500 but this will not be confirmed until probably June as work is still ongoing to increase credits. We could have a clearer picture in a couple of weeks. David reported that he has discussed with Moray Council that some of the proposed work with schools for years 1 -3 should not be a 1 off but continue each year.		
7.4	Micro-RAM. The 1 st run of the micro-RAM should be 18/3, this is delayed from December. At this point we do not know how much we will receive.		
7.5	Pay increase. Negotiations are still ongoing. The figure in the accounts assumes public pay policy as per SFC guidelines.		
7.6	Murray asked if it would be possible to close the gap of £155K. Shelly responded that we could be heading for a balanced budget but there still 2 unknowns – clawback and pay increases and the figures are based on a number of 1 offs which will not be repeated.		
7.7	Peter asked Shelly to look at the costs for heating in the next forecast because of the large increases recently.		
7.8	The committee thought that at the next full board we should not focus too much on unknowns and look to next year. Murray proposed that Shelly present a positive position in the next forecast to the board with the caveat of the 2 unknowns – clawback and pay increase and leave the possibility of staff cuts		

	to the June board and emphasise the improvement since December rather than against the budget.		
F.22.01.08	Estates Updates		
	(i) Estates Capital and Back Log Maintenance Spend Plan		
	Caroline commented about the roofing work to take place and the need to install insulation at the same time rather than having to retrofit it. Shelly commented that there is a risk of not being able to secure trades on site in time for the money to be spent.		
	(ii) Development of Estates Strategy – verbal update		
F.22.01.09	Date of next meeting – 9 June 2022		
	Meeting closed at 2.50 pm		