



**Finance and General Purposes Committee**  
**Draft minutes of meeting held on**  
**Wednesday 15 June 2022, 1.30 pm by MS Teams**

**Present:** Peter Graham (Convenor)  
 Caelum Leese (HISA Representative)  
 Caroline Webster

**In attendance:** Shelly McInnes  
 David Patterson  
 Derek Duncan  
 Eleanor Melton (Clerk & Minutes)

		<b>ACTION</b>	<b>DATE</b>
<b>F.22.02.01</b>	<b>(i) Resignations</b>		
1.1	Resignations have been received from Murray Easton and Alistair Fowlie.		
	<b>(ii) Appointments</b>		
1.2	There were no appointments.		
<b>F.22.02.02</b>	<b>Apologies for Absence</b>		
2.1	No apologies for absence were received.		
<b>F.22.02.03</b>	<b>Any Additional Declarations of Interest including specific items on this Agenda</b>		
3.1	There were no declarations of interest.		
<b>F.22.02.04</b>	<b>Draft minutes of Finance and General Purposes Committee meeting held on 10 March 2022</b>		
4.1	The minutes of the Finance and General Purposes meeting held on 10 March 2022 were accepted as a true and accurate record and approved by the Committee: Proposed: Caroline Webster Seconded: Caelum Leese		
<b>F.22.02.05</b>	<b>Draft Matters Arising/Actions from Finance and General Purposes Committee held 10 March 2022</b>		
5.1	All matters/actions were noted as complete.		
<b>F.22.02.06</b>	<b>Emerging Issues</b>		
	<b>(i) Moray Growth Deal</b>		
6.1	As previously requested, David provided a paper outlining the projects to date and including the minutes of the previous MGD meeting. It was agreed that as a Board, we will require an independent review of costings once we reach that point in the project.		

	<p>David also explained that a letter of support had been submitted to Moray council with regards to the levelling up fund.</p> <p>Following discussion, it was agreed that the next steps should be to finalise the business case and the detailed costings. In the meantime, Caroline suggested researching the potential site and possible costing of what will be required. We also need to ascertain what assumptions Robertsons have based their costings on and subsequently carry out an independent costing exercise of our own.</p> <p>David added that Moray Council have offered for a structural engineer to look at all the proposed sites and the possibility of having artists impressions drawn up.</p> <p>It was agreed that a shorter paper be presented to the Board along with a verbal update from Caroline.</p>	DP	Board 23-06-22
	<b>(ii) MAATIC</b>		
6.2	<p>David updated the committee, written confirmation from Boeing is expected imminently, this should outline what they are willing/not willing to provide. A further update will be provided at the Board meeting.</p>		
<b>F.22.02.07</b>	<b>2021-22 Financial Forecast Return - Comparison v Budget</b>		
	<b>(i) Q3 Management Accounts</b>		
7.1	<p>Shelly supported the papers provided. There is currently a small surplus forecast for the year. However, there has been no decision communicated on the micro-ram.</p> <p>An improved pay award offer has been put forward to the staff, this has been reflected within.</p> <p>Semester 2 micro-ram has not been included and there is no indication as to when this will be communicated either.</p> <p>Members agreed that this should be escalated. David has contacted Todd about the situation, with no response yet.</p> <p>Derek has also highlighted the errors made. Shelly explained that the budget includes £110k outgoing although it could go either way. Anything less than £110k or a positive will be good news.</p> <p>Clawback is outlined within FE recurrent funding, SFC are not planning on releasing a decision until nearer Christmas. EO currently have a hold of £1.1m of funding, £200k of which would be due to Moray. £900k funding was provided for deferred students, EO has kept hold of this to us for clawback.</p> <p>Members went on to discuss the Partnership agreement, this will be discussed in more detail at the Board meeting. However, the 35% of earnings taken to fund EO would continue if we choose to sign the agreement.</p> <p>It was agreed it would be useful for someone to provide a clearer understanding on what is happening with the 35%. Is there a legal requirement to audit what the money is being used for?</p>		

<b>F.22.02.08</b>	<b>Estates Updates</b>		
	<b>(i) Estates Capital and Back Log Maintenance Spend Plan</b>		
8.1	<p>Derek briefly updated the committee, not a lot of work has been undertaken since Easter. The roof work of the AGBC building is now complete, just awaiting final sign off. We are currently preparing for phase 3 of the B wing roof work, final details are in the process of being confirmed. Derek informed members, funding is very limited this year. SFC have been reviewing colleges backlog spending. New condition surveys are going to be carried out. Derek proposed that we prioritise not only safety issues, but survey exposed issues. The proposal is outlined within the report.</p> <p>Caroline questioned if the condition review would include energy efficiency. We will need to take professional advice on this matter and where to start.</p> <p>With regards to asbestos removal, it was confirmed that this is due to asbestos being in the way of works taking place and not because of breakdown.</p> <p>Derek reassured members that although things can arise throughout the year, all works will be handled as necessary.</p>		
	<b>(ii) Development of Estates Strategy</b>		
8.2	<p>The Estates Strategy has been prepared although not yet approved by SLT. Therefore, the document is not being presented today.</p> <p>Once it has been presented to and approved by SLT, Derek will bring it back to the committee. A formal request for submission to SFC has not been received yet.</p> <p>Following discussion, it was agreed that the document would be circulated via email to FGP members and presented at the Board in September.</p>	<b>DD</b>	<b>ASAP</b>
<b>F.22.02.09</b>	<b>Date of next meeting – 15 September 2022</b>		
<b>RESERVED ITEMS</b>			
<b>F.22.02.10</b>	<b>Draft Reserved Minutes of Finance and General Purposes Committee Meeting held on 10 March 2022</b>		
10.1	This item is reserved, and the minute held in confidence.		
<b>F.22.02.11</b>	<b>2022-23 Budget</b>		
11.1	This item is reserved, and the minute held in confidence.		
<b>F.22.02.12</b>	<b>Risk Register</b>		
12.1	This item is reserved, and the minute held in confidence.		
	<i>Meeting closed at 15.25pm</i>		