



Finance and General Purposes Committee
Minutes of meeting held on
Friday 10 March 2023, 1.30 pm by MS Teams

Present:

Ben Cookman (Convener)
 David Patterson

Peter Graham
 Caroline Webster

In Attendance:

Shelly McInnes (Officer & Minutes)
 Eleanor Melton (Clerk)

Derek Duncan

		ACTION	DATE
F.23.01.01	(i) Resignations		
1.1	Resignations have been received from Elaine Sutherland.		
	(ii) Appointments		
1.2	Eleanor Melton has been appointed as Clerk to the Board of Management.		
F.23.01.02	Apologies for Absence		
2.1	Apologies for absence have been received from Aaron Wappler and Jamie Wilson		
F.23.01.03	Any Additional Declarations of Interest including specific items on this Agenda		
3.1	There were no declarations of interest.		
F.23.01.04	Draft minutes of Finance and General Purposes Committee meeting:		
	(i) Meeting held on 30 November 2022 (Inquorate)		
4.1	The minutes of the Finance and General Purposes meeting held on 30 November 2022 were accepted as a true and accurate record: Proposed: Ben Cookman Seconded: David Patterson		
	(ii) Meeting held on 8 December 2022		
4.2	The minutes of the Finance and General Purposes meeting held on 8 December 2022 were accepted as a true and accurate record: Proposed: Peter Graham Seconded: Caroline Webster		
F.23.01.05	Draft Matters Arising/Actions from Finance and General Purposes Committee held 15 September 2022		
5.1	There were no matters arising/actions to discuss.		
F.23.01.06	Financial Position		
	(i) Management Accounts to 31 January 2023		
6.1	The Committee questioned significant movement in the Q2 management accounts and highlighted the additional success of the apprenticeship numbers which have delivered significantly more		

	income in the YTD and full year outturn position. DP brought the Committees attention to the impact of planned cuts in apprenticeship funding expected to be announced at the end of March 2023.		
	(ii) Estimated full-year out-turn at 31 January 2023		
6.2	The Committee reviewed the forecast outturn for the year and discussed the key drivers. The committee asked how aware the RSB/wider sector were of the projected deficits the College were forecasting and discussed next steps/messaging to the full Board. The MYR and FFR process was discussed with the Committee and it was agreed that the Board would be updated on the wider sector picture as part of the next steps. BC noted the commentary on operating costs was missing from the paper. SMC advised this was in error and the complete commentary would be provided to the Board.		
ACTION	SMC to build in industrial action risk and the potential impact of job evaluation.	SM	ASAP
F.23.01.07	Estates Update		
7.1	A report was submitted and supported by DD. The report includes updates on the estates plan and budget alignment.		
F.23.01.08	Policies Due for Review		
8.1	As agreed, policies have been circulated separately to allow committee members the time to read and review the policies/procedures. Once all feedback has been received and (if any) amendments made, the policies/procedure will be approved via Chairs action.		
ACTION	All feedback to be communicated to Derek, via email, by 15 March 2023	ALL	15-03-23
F.23.01.09	Committee Effectiveness Review		
9.1	This will be reviewed and reported on in October/November.		
F.23.01.10	Risk Register Review		
10.1	Attached separately, showing very little change. This has been presented at the Audit Committee.		
F.23.01.11	Moray Growth Deal		
11.1	An update has been circulated to all Board members recently (BeHub Annual Report). Moray did not receive any Levelling up funding.		
F.23.01.12	Emerging Issues		
12.1			
F.23.01.13	Date of next meeting		
13.1	8 June 2023		
RESERVED ITEMS			
F.23.01.14	Draft Reserved Minutes of Finance and General Purposes Committee Meeting held on 8 December 2022		
14.1	This item is reserved, and the minute held in confidence.		

	<i>Meeting closed at 15.20pm</i>		