



CORPORATE SERVICES COMMITTEE

THURSDAY 2 MARCH 2017

Report: Minutes of the meeting held on Thursday 26 January 2017
Author: Clerk
Action: Approve
Status: Open

Present: Ian Renwick (Chair)
John McElroy
John Holt

In attendance: Mark Thompson
Emma Moody (Clerk)
Suzanne Clark (Minutes)

CS/147 Welcome / Apologies / Conflicts of Interest

The Chair welcomed all to the meeting. Apologies were received from Judith Doyle and Robin Mackie.

The Chair asked Committee members to declare any interests they may have in the agenda items. The longstanding interests of the Chair were noted. The Deputy Principal: Operations / Finance Director advised that he would have a potential conflict with agenda item 8, Retention Scheme, so would withdraw from the meeting at that stage.

CS/148 Minutes of the last meeting dated 24 November 2016

The minutes of the meeting held on Thursday 24 November 2016 were agreed as a correct record.

CS/149 Matters Arising

There were no matters arising that were not covered on the main agenda.

CS/150 Revised Budget year to 31 July 2017

The report was presented by the Deputy Principal: Operations / Finance Director.

In response to a question from the Chair, the Deputy Principal: Operations / Finance Director confirmed that a payment profile has been agreed by the SFA in relation to the payment of funding from the ESF contract. There will be an opportunity to revise the profile and it is likely that this will take place in May 2017. Contracts issued to partners supporting the delivery of the contract will reflect the funding caps and profile agreed by the SFA.

The Committee recommended approval of the revised budget to the Board of Governors.

CS/151 Management Accounts – November 2016

The report was presented by the Deputy Principal: Operations / Finance Director.

The report was noted.

CS/152 Management Accounts – December 2016

The report was presented by the Deputy Principal: Operations / Finance Director.

In response to a question from the Chair, the Deputy Principal: Operations / Finance Director confirmed that he has had recent discussions with the Principal and the College will be continuing in its drive to reduce non-pay expenditure. All expenditure is challenged to ensure that it is necessary. A member noted the variations in relation to premises and vehicles spend and asked if this was a seasonal issue. The Deputy Principal: Operations / Finance Director advised that a lot of activity is currently taking place and it is expected that this will reduce in the coming months. It was confirmed that the accounts do include the funding from the ESF contract. In response to a question from the Clerk, the Deputy Principal: Operations / Finance Director advised that an extra column will be added to future accounts to give clarity in relation to the SSU / SSW funding and how the College is performing against the contract.

The report was noted.

CS/153 Estates Update

A verbal update was given by the Deputy Principal: Operations / Finance Director.

THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION

The report was noted.

CS/154 Retention Scheme

The report was presented by the Director of People and Organisation Development.

THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION

The report was noted.

CS/154 Any Other Business

There was none.

CS/146 Date of next meeting

The date of the next meeting was confirmed as Thursday 2 March 2017 at 12.30pm.