



CORPORATE SERVICES COMMITTEE

THURSDAY 21 MARCH 2019

Report: Minutes of the meeting held on Thursday 7 February 2019

Author: Clerk

Action: Approve

Status: Open

Present: Robin Mackie (Chair)
Judith Doyle (Principal)
Martin Jesper

In attendance: John Holt
Ivan Jepson
Emma Moody (Clerk)
Suzanne Clark (Minutes)

1 CHAIR'S WELCOME, APOLOGIES AND CONFLICTS OF INTEREST

The Chair of the Corporation chaired the meeting.

There were no apologies.

No conflicts of interest were declared at the start of the meeting and members were reminded to declare any conflicts that arose during the discussions in the meeting.

2 MINUTES OF MEETING DATED 22 NOVEMBER 2018

The minutes of the last meeting were agreed as a correct record.

3 MATTERS ARISING

The Director of Finance advised that an update in relation to Nissan would be provided later in the meeting.

4 MANAGEMENT ACCOUNTS

The report was presented by the Director of Finance.

In response to a question from a member, the Director of Finance advised that payments to partners are high due to the front-loading of activity in-year and explained that this is typical of the annual cycle.

The Director of Finance outlined some of the funding issues caused by the introduction of the Apprenticeship Levy. The Principal assured the Committee that the College was in a good position as this had been planned for.

A member highlighted an issue in relation to the holiday pay accrual figure reported in the net liabilities. The Director of Finance confirmed that this was an error and it will be corrected.

In response to a question from the Chair, the Director of Finance advised that there has been a recent change in focus for ZCF and they are now working with Local Authorities across the country and are doing fairly well. At a Board Meeting earlier in the week an upward trend was reported. The Chair gave details of a company in the industry who he could introduce the MD of ZCF to.

The report was noted.

5 ESTATES UPDATE

THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.

6 ANY OTHER BUSINESS

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7 DATE OF NEXT MEETING

It was agreed that the meeting planned for 14 February 2019 would be consolidated with the meeting on 21 March 2019. Accounts for January and February will be presented at this meeting.