
MINUTES OF THE SECOND MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD IN THE BOARDROOM, STRAND ROAD CAMPUS, ON MONDAY 12 NOVEMBER 2007 AT 5.30 PM

PRESENT: Mr A Rainey (Chair)
Mr E Beattie
Mrs J Doherty (until 6.30 pm)
Mr S Murphy (Director)
Mr T O'Connor

IN ATTENDANCE: Mr P McKeown (Assistant Director, Finance)
Mr D McClelland (Acting Secretary)

2.1 APOLOGIES

Mrs M Lestas

2.2 MINUTES OF THE MEETING HELD ON 29 AUGUST 2007

It was proposed by Mrs Doherty seconded by Mr Beattie and agreed that the minutes were an accurate record of the meeting.

2.3 MATTERS ARISING

1.4 Committee Powers

The Chair reported that the Governing Body had agreed that the Committee should have delegated powers for the approval of tenders.

1.8 Current Fee Charges

The Director distributed a copy of current charges to members.

1.9 Long term outstanding debts.

The Assistant Director Finance reported that DEL had agreed to write off a substantial portion of the long term outstanding debts inherited by the college. He indicated that procedures were in place to follow up debt when it occurred.

2.4 DRAFT BUDGET 2007/2008

The Assistant Director presented a final draft budget for 2007/2008. He had prepared budget figures at both college level and at cost centre level. Members agreed that on future occasions college level figures would suffice. The paper also contained comparison figures for the combined budgets of NWI and Limavady College for 2006/2007. Members requested that each budget item should be expressed as a percentage of total budget.

The budget for 2007/2008 set a college total income figure of £33,314,341. The total expenditure for the year was estimated as £33,109,593 leaving an operating surplus of £204,748.

In relation to income the Assistant Director

- gave a detailed explanation of components which were showing a significant variance from last year
- pointed out components where the level of income was uncertain to predict
- highlighted areas of concern e.g. jobskills / training for success

In relation to expenditure he

- indicated that he had factored in cost of living allowances back dated to September 2006 but that no additional payments have been reserved
- gave reasons for components which were showing a significant variance from last year
- indicated that figures for fuel costs would be revisited with a view to reducing estimated expenditure.

Members requested that a paper on European funded projects be provided for the next meeting.

It was proposed by Mr O'Connor seconded by Mr Beattie and agreed to recommend to the Governing Body that the college budget for 2007/2008 be approved.

The Assistant Director then mentioned the £12m building project at Boating Club Lane. The Director indicated that DEL was primarily responsible for its management with representation input from the college.

2.5 MANAGEMENT ACCOUNTS

The Assistant Director presented the accounts at college level for the 2 months ending 30 September 2007. The report showed actual total income to date of £5,694,715 and total expenditure to date of £4,593,670. The Assistant Director commented that

- there are no major concerns at this stage of the year
- some adjustment to monthly profiling may be required
- level of Jobskills income needs to be carefully monitored
- since the date of the report most of HE income has been invoiced
- final phase of income from European funded projects can be subject to delay
- the college has no control over estimates of pension liabilities resulting from FRS 17 valuation.

Members asked that an additional column be added to the report, showing each variance as a percentage of the year-to-date expenditure profile for that item. Members noted the report and asked that their thanks be passed to the Finance team responsible for its preparation.

2.6 DRAFT NWRC TENDERING PROCEDURES

The Assistant Director presented the draft document. Members considered the draft in considerable detail and suggested a number of amendments. It was agreed that a re-drafted paper would be presented at the next Committee meeting.

2.7 TENDERS ISSUED

Members noted the list of tenders issued to 26 October 2007.

2.8 ECONOMIC ENGAGEMENT ACTIVITIES

The Director reported that following agreement on the college's re-structuring exercise he would be in a better position to put forward a draft business plan on proposed economic engagement activities. He hoped to be able to bring a draft paper to the next Committee meeting for consideration.

2.9 INHERITED PROJECTS

It was agreed that a paper containing full details of projects would be considered at the next Committee meeting.

2.10 DAY CARE PROVISION

It was agreed that a paper setting out details of the provision would be considered at the next meeting of the Committee.

2.11 CLONDERMOT DEVELOPMENT SITE: RISK ASSESSMENT

The Director reported that DSD hoped to acquire the site in the next financial year with a view to making it available to the 4 potential users in the year 2009/2010. DSD will be commissioning a master plan on behalf of the 4 interested parties. The Director noted that the government had included reference to the project in its strategic plan for the area.

2.12 ANY OTHER BUSINESS**2.12.1 Sector savings**

The Director mentioned the intention of government to require the sector to make a 3% savings per annum for the next 3 years. The implication of the announcement is that future budgets are likely to be significantly reduced.

DATES OF NEXT MEETINGS

It was agreed to meet on the following dates:

Monday 21 January 2008

Tuesday 18 March 2008

Monday 19 May 2008

All meetings would be held at Strand Road Campus commencing at 5.30pm.

This being all the business the Chair closed the meeting at 7.45pm.

Signed: _____ (Chair)

Date: _____