
MINUTES OF THE THIRD 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 21 JANUARY 2008 AT 5.30 PM

PRESENT: Mr A Rainey (Chair)
Mr E Beattie
Mrs J Doherty
Mrs M Lestas
Mr S Murphy (Director)
Mr T O'Connor (from 5.40pm)

IN ATTENDANCE: Mr P McKeown (Assistant Director, Finance)
Mr G McGuckin (Assistant Director, College Development) for item 3.7
Mr D McClelland (Acting Secretary)

The Chair welcomed members to the meeting. He expressed the sympathy of the Committee to Mrs Lestas on her recent family bereavement.

3.1 APOLOGIES

None

3.2 MINUTES OF THE MEETING HELD ON 12 NOVEMBER 2007

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

3.3 MATTERS ARISING

2.4 Boat Club Lane

The Director indicated that meetings were taking place to resolve difficulties over the proposed design. It was then hoped to go out to final tender.

2.12 Sector savings

The Director indicated that once the issue of current redundancies was resolved and DEL's budget figure for the next financial year was known the College would be a position to assess areas for savings. He intended to bring a paper on redundancies to the next meeting of the Governing Body.

3.4 MANAGEMENT ACCOUNTS

The Assistant Director presented the accounts at college level for the period to 31 December 2007. The report showed actual total income to date of £14,874,451

and total expenditure to date of £12,258,627. The Assistant Director commented on the major variances shown in the report. He also made mention of

- Fee income still due
- Potential for reduction in energy expenditure

In discussion it was agreed that

- A column showing variance as a percentage of the budget year to date should be included in future reports
- Any major spend needs to come to the Committee for approval
- A report on outstanding debt should be brought to the Committee – broken down into past student, current student and other categories of debt

3.5 DRAFT NWRC TENDERING PROCEDURES

The Assistant Director reported that since the last meeting further discussion had taken place on the draft document. Members discussed issues relating to contractual matters and it was agreed that these should be taken into account as well as guidance provided by DEL's Financial Memorandum in drawing up a further draft which should be available for the next meeting of the Committee. In discussion it was agreed that a current breakdown of "select lists" with associated renewal dates and procedures used to update these lists will be presented at the next FC meeting.;

3.6 TENDERS ISSUED

Members noted the list of tenders issued to 31 December 2007.

3.7 INHERITED EU Funded PROJECTS

The Assistant Director (College Development) outlined some of the issues concerning current projects. After some discussion it was agreed that

- Draft criteria relevant to the ethos of the College should be developed for the next meeting of the Committee to assist in decisions concerning future projects
- The Committee should be advised of future projects at the option appraisal stage at the beginning of the consideration process and prior to application
- The performance of projects including their financial aspects should be subject to end-of-project review.

3.8 DAY CARE PROVISION

The Director briefly outlined the history of the facility. After discussion it was agreed that the Director would investigate

- The arrangements pertaining in other colleges
- The use made by students and staff of the facility over the last 3 years
- Realistic costings for the operation
- An option Appraisal on the way forward

3.9 ANY OTHER BUSINESS

- 3.9.1 FE Accountability Returns 2007/08.** Members expressed concern at certain aspects of the document recently issued by DEL. It was agreed that the Assistant Director would discuss the matter with colleagues from other colleges.
- 3.9.2 Management Accounts at cost centre level.** A member drew attention to the need for the provision of data at cost centre level in order to make informed strategic decisions. It was agreed that this information would be made available at the Strategic Planning Days
- 3.9.3 Property Issue.** It was agreed that the Due Diligence report relating to the playing fields at Limavady should be made available to the College's solicitors.
- 3.9.4 Amendment to Instrument of Government.** The Chair expressed concern at a recent proposal from DEL. It was agreed to discuss the matter at the next meeting of the Governing Body.

Date of next meeting: Tuesday 18 March 2008 at 5.30pm in Strand Road

This being all the business the Chair closed the meeting at 8.05pm

Signed: _____ (Chair)

Date: _____