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**MINUTES OF THE FORTY EIGHTH MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE  
MEETING HELD ON WEDNESDAY 20 SEPTEMBER 2017 IN MEETING ROOM 1, TOWER BUILDING, STRAND  
ROAD CAMPUS COMMENCING @ 1600HRS**

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**PRESENT;**

Mr S McGregor (Acting Chair)

Mr P Canavan

Mr M Cooper (from 1705)

Mr A Magee

Mr L Murphy (Principal &amp; Chief Executive)

Mr B Quinn

**IN ATTENDANCE;**

Mr P McKeown, Director of Finance &amp; Economic Engagement

Mrs É Doherty, Governance Secretary

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The Chair welcomed everyone to the meeting.

**48.1 APOLOGIES**

Apologies were received from Mr S Gillespie.

**48.2 CONFLICT OF INTEREST DECLARATIONS/DECLARATIONS OF ANY OTHER BUSINESS**

There was no conflict of interest declarations.

**48.3 MINUTES OF THE MEETING HELD ON 13 JUNE 2017****➤ PREVIOUSLY ISSUED TO ALL MEMBERS**

Draft Minutes of the Meeting held on 13 June 2017

The Minutes were taken as read and were an accurate record of the meeting.

**PROPOSED;** Mr P Canavan**SECONDED;** Mr B Quinn**48.3.1 MATTERS ARISING – JUNE 2017 COMMITTEE MEETING****47.5 Estates Update**

The Director to bring an update on the statutory items with unknown dates for completion within the Condition Survey of Buildings, Plant & Equipment to the Governing Body Meeting on 28 June 2017.

**Update:** Item discussed at the Governing Body meeting on 28 June 2017. The Director of Finance & Economic Engagement confirmed the Estates Manger had since reported there were no high-risk items outstanding.

**Strabane Campus**

To recommend approval of Option 4b, to redevelop and expand Strabane Campus, subject to further reporting/discussion at the Governing Body meeting on 28 June 2017.

**Update:** Approval received at the Governing Body meeting on 28 June 2017.

A further update on this item will be reported on under item 48.5.

**Budget 2017/18**

To recommend to the Governing Body the updated Budget 2017/18.

**Update:** Budget 2017/18 approved at the Governing Body meeting on 28 June 2017.

**Procurement Contract Items £100K and over**

To recommend approval to the Governing Body for the items listed within in the Report.

**Update:** Approval received at the Governing Body meeting on 28 June 2017.

**Any Other Business**

Referral to the Staffing Committee for consideration on recognising and acknowledging staff for their good work and long service to the College.

**Update:** Referred to and discussed at the Staffing Committee Meeting on 18 September 2017

**48.4 ACTING CHAIR'S BUSINESS****Appointment of Chair to the Committee.**

The Chair reported the appointment of Committee Chair would be brought forward to the next Committee meeting.

**48.5 MANAGEMENT REPORT – Mr P McKeown, Director of Finance and Economic Engagement****➤ PREVIOUSLY ISSUED TO ALL MEMBERS**

Report 1	Tenders Issued
Report 2	Estates Update
Report 3	Draft Annual Report & Accounts to 31 July 2017
Report 4	NDPB Return August 2017
Report 4.1	NDPB Return Sector August 2017
Report 5	Budget 2017/18
Report 6	College Insurance Cover
Report 7	Health Check 3, 2016-17

The Director in presenting his reports to members included;

**1 Tenders Issued**

The Director referred to the tender for the Assisted Living Centre that had been awarded, however the Company had since withdrawn their acceptance. An offer had gone out to another Company that tendered for the work. The College is waiting their confirmation of acceptance. Discussion followed regarding ongoing concerns on the speed of the CPD process and the delays with progressing projects and the possible implications with this project and for funding.

**2 Estates Update****Springtown**

The Director reported that correspondence was received on 19 September 2017 from the Department confirming funding was not currently available for the Springtown Project. The College will keep progressing as far as they can with the Project and were optimistic that the Department were fully committed to the project and funding will be made available in the near future.

**Strabane Campus**

A Business Case for the proposed redevelopment of the Strabane Campus was submitted to the Department on 7 July 2017. The Director and the Principal attended a meeting earlier today (20 September 2017) to discuss the Business Case. In the exchange of conversations, it was suggested that consideration be given to a smaller scheme for the Strabane Campus.

Members were disappointed to receive this news. It was agreed for the Sub-Committee to meet to re-think the proposals and report back through the Committee/Governing Body.

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**AGREED ACTION; The Sub-Committee to meet and report through the Committee/Governing Body.****Summer Works 2017**

The Summer Works Scheme 2017 has been substantially completed. Mr A Magee reported that the Sector Working Group had a productive meeting with Properties Division on 19 September 2017.

Mr A Magee brought members through the Programme updates on the Health & Safety Projects as at September 2017. The Chair wished to congratulate the Estates Team in managing to get various works completed/progressed in the timeframe.

The Principal suggested it would be beneficial for the Governors to get the opportunity to have a 'walkabout' of the College estates to view the recent projects/refurbishments that had taken place.

**AGREED ACTION; Secretary to organise.****3 Draft Annual Report & Accounts to 31 July 2017**

The Director reported that the College did not meet the targets for FE, HE and ESK 2016/17 with an overall estimate FLU to be 90% of target.

The Director referred to the Income and Expenditure Account and reported a Historic deficit of £253k – lower than the forecasted surplus of £150k – based on the 10 month accounts to 31 May 2017 and reported to the Governing Body meeting in June 2017.

The majority of this variance related to an adjustment of the NILGOSC FRS 102 Pension adjustment which was much higher (£732K) than the estimated figure of £300K. There was further estates work also undertaken.

In relation to Cash at Bank, the Director reported that discussions had taken place with the Department, agreement had been reached to use the College reserves to fund the Assisted Living Centre Project, Springtown Project and other estates works. Some clawback will also be claimed on the reserves. However, further discussions are necessary in light of the recent correspondence already reported on earlier in the meeting regarding Springtown Campus.

The Director advised members that Grant Thornton had recently been appointed Internal Auditors for the Colleges and that the College had joined the public sector banking framework – new bankers were Danske Bank.

The Director noted that the Draft Annual Reports & Accounts which will come back to the Committee/Governing Body meetings in November 2017. He added he had no concerns in year, however challenges lay ahead.

*Mr M Cooper arrived to the meeting during this item.*

**4 NDPB Return August 2017****4.1 NDPB Return Sector August 2017**

The Director brought members through the Forecast Expenditure schedule, Return for August 2017. This showed a shortfall of £1.1m under the Delegated Expenditure Limits (DEL) Resource.

The Return for the Sector showed a shortfall of £4.9m. Cover may have been received in the June monitoring via End of Year Flexibility, however due to the current situation with Stormont this did not take place.

The Director will update the Committee at the next meeting

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**5 Budget 2017/18**

The Director confirmed there is no official budget received due to the current political situation.

**6 College Insurance Cover**

The Director reported that the 2017 Insurance premium for the College was up £2k on 2016. Motor fleet cover had increased 10% on last year and there were an additional three new vehicles. The broker remains the same, Marsh. The premium is considerably lower than that paid in 2015 and before. Members noted the Report.

**7 Health Check 3, 2016/17**

The Health check extract report referred to the FLU lift at June 2017, in all areas the College was under target.

**8 Prompt Payment**

93% of invoices were paid for the year-end to 31 July 2017.

The Chair thanked Mr McKeown for his report.

**48.6 CORRESPONDENCE**

There was no correspondence received.

**48.7 ANY OTHER BUSINESS**

There was no any other business to discuss.

That being the end of business the Chair thanked everyone and closed the meeting at 1730.

**DATE OF NEXT MEETING;** 6 November 2017

**SIGNED:** \_\_\_\_\_ **(Acting Chair)**  
**Mr S McGregor**

**DATE;** 6 November 2017