

## Minutes of the

## Finance & General Purpose committee held at 2.30pm on Friday, 1<sup>st</sup> March 2019 at the Lorne Street, Lochgilphead campus

Present: John Colston (JC), Chair, Jim Findlay (JF) by VC, Martin Jones (MJ), Scott Matheson (SM)

by VC.

**Apologies:** Andrew Campbell (AC)

In Attendance: Ailsa Close (AEC), Elaine Munro (EM)

No	Item	Action
19.1.1	Welcome – JC welcomed all committee members to the meeting.	
19.1.2	Apologies & declarations of interest. Apologies were received from AC.	
	JF declared his position as a local authority councillor.	
19.1.3	Minutes of previous meetings.  Minute of joint Audit and F&GP meeting on 30 <sup>th</sup> November 2018 was approved.	
	Minute to be signed by the respective chairs as an accurate record of the meeting.	
19.1.4	<ul> <li>Matters arising.</li> <li>(a) NRPA</li> <li>MJ updated the committee about a recent meeting with SFC of the 4 UHI colleges that are shadowing the NRPA process. Following the meeting a letter from John Kemp, SFC jointly signed by Diane Rawlinson, VP FE, UHI was received, seeking agreement from the colleges to sign up to NRPA. The committee discussed the challenges of this, and will got to Board for further discussion.</li> <li>(b) Update on funding for Helensburgh A grant letter from UHI has now been received and the offer accepted, however to date no funding has been received as, per UHI Executive Office, one of the conditions of funding was that a 5 year lease was to be obtained. The college has explained the reasons for this not having been taken forward to the Finance Director at UHI when he indicated that UHI COO had expressed concern about a previous minute regarding the lease. The existing 2 year peppercorn lease expires Sept 2019. MJ and AEC are meeting with A&amp;BC on 18th March to discuss conditions on any future lease of the Helensburgh centre. (c) Update on sale of Riverside premises AEC updated the committee that following delays, on the purchaser's side, the sale now appears to be proceeding.</li> </ul>	MJ/AEC

19.1.5	Management accounts to 31 <sup>st</sup> January 2019 The accounts were noted. The committee agreed the management accounts to be presented to the next board meeting.	AEC
19.1.6	Properties update  MJ gave an update on college estates as a whole. It was agreed to have a strategic pause on property options in Dunoon. The committee noted that there was agreement with Islay High school that the college can extend into an adjoining room in the school, which would provide two additional VC rooms for college use.	
19.1.7	<ul> <li>AOCB</li> <li>a) Anti-bribery policy – The policy was approved and will be forwarded to the board for noting. Agreed that a system be put in place to formally record gifts and hospitality that staff receive, and this would be added to the existing Financial Procedures.</li> <li>b) Update on visit to Rothesay Pavilion – MJ and AEC had a productive visit. Potential to deliver art related provision. Connections will be made between local centre manager in Rothesay and Pavilion staff to build relationship.</li> </ul>	AEC
19.1.8	Date of next meeting – Friday 24 <sup>th</sup> May 2019 at Lorne Street, Lochgilphead	
19.1.9	Signed by	
	Chair of Finance & General Purpose Committee	