
**MINUTES OF THE FORTY SIXTH MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING HELD ON TUESDAY 02 MAY 2017 IN MEETING ROOM 1, TOWER BUILDING, STRAND ROAD
CAMPUS COMMENCING @ 1600HRS**

PRESENT;

Mr S McGregor (Acting Chair)
Mr P Canavan
Mr D Limb
Mr L Murphy
Mr B Quinn

IN ATTENDANCE;

Mr P McKeown, Director of Finance & Economic Engagement
Mrs É Doherty, Governance Secretary

The Chair welcomed everyone to the meeting.

46.1 APOLOGIES

Apologies were received from Mr M Cooper.

46.2 CONFLICT OF INTEREST DECLARATIONS/DECLARATIONS OF ANY OTHER BUSINESS

There was no conflict of interest declarations. The Director wished to report on two matters under AOB, Governing Body Travel and City of Derry Rugby Football Club (RFC) proposal.

46.3 MINUTES OF THE MEETING HELD ON 21 FEBRUARY 2017**➤ PREVIOUSLY ISSUED TO ALL MEMBERS**

Draft Minutes of the Meeting held on 21 February 2017.

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

PROPOSED; Mr D Limb

SECONDED; Mr B Quinn

46.3.1 MATTERS ARISING – FEBRUARY 2017**45.5 Management Report****Fees & Charges Policy 2017/18**

To recommend to the Governing Body the acceptance of the Policy and approve the fees structure for 2017/18.

Action taken: Approved by the Governing Body on 8 March 2017.

The Director wished to update members further on this item. Since the Governing Body meeting discussions had continued on what was considered an appropriate deposit to request from non- EU students. It was now being recommended to this meeting and the Governing Body that the Fees and Charges Policy be amended to;

'NCUK students must pay a deposit of at least 10% on application. All other international (non-EU) students must pay a deposit of at least 50% on application. The balance for both NCUK and Others must be paid no later than 2 weeks in advance of course commencement'.

PROPOSED; Mr B Quinn

SECONDED: Mr P Canavan

46.4 ACTING CHAIR'S BUSINESS

The Acting Chair had no business to discuss.

46.5 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	Management Accounts to 31 March 2017
Report 4	NDPB to 31 March 2017

The Director in presenting his reports to members included;

1 Tenders Issued

The Director highlighted a few tenders that had been processed, subject to delivery dates meeting College requirements, subsequently these did not progress as the delivery dates could not be met. As reported at the February Committee meeting the tenders received in respect to Springtown Campus, main Works were considered not competitive. The Project Board decided to terminate the procurement process and initiate a new procurement exercise. The tender has now been issued through Property Services.

2 Estates Update

The Director reported that work on the advance works contract in Springtown Campus has now been completed. The final account figure is expected to be in c. £583K excl VAT.

It is expected that the final presentation of the Business Case for the proposed redevelopment of the Strabane Campus will be made to the full Board at their June meeting and then submitted to the Department before the end of July 2017.

Tender documents have been completed for the Assisted Living Centre project. The DfE have recently confirmed budget cover to proceed with the scheme. The Director provided an indicative timeline for the project.

The Director reported that the Estates Department staff had met with Property Division's Design Consultant, Doran Consulting to discuss the progress of the College's Summer Works Programme. Early indications would suggest that Properties Division /Doran Consulting will only be capable of delivering a small percentage of the College's requested Summer Works Programme.

3 Management Accounts for 8 Months to 31 March 2017

Teaching staff costs to date £9,418k, were up £3K on the same period last year, £9,415k. Total costs to date are showing an adverse variance of £168k. The Finance Team have been reviewing this in conjunction with Heads of Department.

Planned Maintenance expenditure, budgeted at £900k is forecasted to be approximately £500k for the year, this underspend relates to ongoing procurement issues with Property Division.

The Director added he had no major concerns in-year.

Members noted the Aged Debtors Report, it was highlighted debt levels were higher than previous years due to the increase in fulltime HE fees to £2,500 for both years 1 and 2.

The Director referred to the NDPB Report to 31 March 2017 which showed a £275K underspend for the College and an overall underspend of £925K for the Sector.

The Director wished to report that the NILGOSC Employers' Contributions rates for 2017-18 have been reduced to 18% but that a 'Deficit Recovery Contribution' amount of £65,500 is due on top of this. Employer contribution will increase to 20% by 19/20 with an amount of £65,500 to be paid in addition to this.

PROMPT PAYMENT

93% of invoices were paid within 30 days in the first 8 months to 31 March 2017.

The Chair thanked Mr McKeown for his report.

46.6 PROPOSED CALENDAR OF COMMITTEE MEETINGS 2017/18

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

Report 46.6 Proposed Calendar of Committee Meetings 2017/18

The Secretary referred to the Schedule with an amendment to the November 2017 meeting now scheduled for 7 November 2017.

46.7 CORRESPONDENCE

There was no correspondence received.

46.8 ANY OTHER BUSINESS

The Director wished to report that Governors travel expenses will now be taxable as from April 2017.

➤ **TABLED TO ALL MEMBERS**

Email correspondence re City of Derry RFC Peace IV Bid

The Director reported that the City of Derry Rugby Football Club had applied for the 'Peace IV Project' to redevelop its existing site at Judges Road to establish a regional centre for Sport at an estimated cost of £10m to complete.

City of Derry RFC are hoping to engage with partners for the development project and have asked the College to consider becoming a partner in a newly established community interest company (not for profit).

Members discussed the proposals and it was agreed:

- **The College to continue meeting with representatives for the Project in the context of supporting the initiative.**
- **Further detailed information to be requested from the Project before any commitment is given, however based on information provided to date members agreed not to commit to being a partner in a company.**
- **The Principal and Director of Estates and Economic Engagement to request evidence of the College's need to use the proposed facilities and on the external sports facilities the College currently uses. This Report to be brought through the Education Committee in future.**

That being the end of business the Chair thanked everyone and closed the meeting at 1720.

DATE OF NEXT MEETING; 13 June 2017

SIGNED; _____ **(ACTING CHAIR)**

DATE;13 JUNE 2017