

**NOTES OF THE MEETING OF THE FINANCE AND RESOURCES COMMITTEE,
HELD ON 1 DECEMBER 2021 AT 4.30PM.**

The meeting was held remotely in accordance with COVID -19 meeting restrictions.

PRESENT:

D Newall	Chair
L Paterson	Committee Member
K Rosser	Committee Member
J Thompson	Committee Member
J Vincent	Committee Member

IN ATTENDANCE:

J Thomson	Vice Principal Resources & College Development
T Elliott	Assistant Principal, Finance & Infrastructure
D McDougall (for Item 21.51)	Assistant Principal, International and Business Development
C McConnell	Clerk to the Board (Minute Taker)

ACTION

21.44 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. Apologies were noted from S Henson.

21.45 DECLARATIONS OF INTEREST

There were no declarations of interest.

**21.46 MINUTES OF THE FINANCE AND RESOURCES COMMITTEE
MEETING HELD ON 6 OCTOBER 2021**

The draft Minute was approved as an accurate record of the meeting held on 6 October 2021.

21.47 MATTERS ARISING GRID

The Committee noted that all actions on the grid were complete or on the agenda.

**21.48 DRAFT FINANCIAL STATEMENTS FOR YEAR ENDING 31 JULY
2021**

T Elliott spoke to the paper and gave an overview of the Annual Report and Financial Statements, taking the Committee through each section. The Committee was advised that for the year to July 2021, the College is reporting a deficit of £4,068k. Actuarial gains on Defined Benefit Pension Plans for the period were £13,288k and there was no Unrealised Surplus on Revaluation of Land and Buildings. Therefore, the Total Comprehensive Income for the period was reported as £9,220k.

The Committee noted that, after adjusting for non-cash items that are out with the control of the College, such as pensions and net

depreciation, the adjusted operating position for 2020/21 was a surplus of £571k, the equivalent of 1% of total income.

The Committee noted that the External Auditor has issued an unqualified opinion in respect of the financial statements.

The Committee discussed the various elements of the report, commenting in particular on the importance of ensuring communications regarding the availability of student support funds reach those who are eligible to receive funding.

The Committee commended the narrative in the Principal's Report and suggested that it could include reference to the funds made available through the Coronavirus Job Retention Scheme.

The Committee agreed with comments reported from the Audit Committee that the format of the report should be reviewed in future years to eliminate unnecessary material and repetitions. For the current year, it was felt that the text of the performance report (pp.7 to 31) should be reviewed and improved before the document is published.

The Committee was very pleased with the positive results reported, including the strengthening of the cash position, and complimented the finance team and all staff involved on the outturn delivered in very challenging circumstances.

The Committee recommended the Reports are reviewed as suggested by the Audit Committee and submitted to the Board for approval

TE

21.49 FINANCIAL REPORT YEAR TO OCTOBER 2021 and OUTTURN FORECAST TO JULY 2022

T Elliott spoke to the Report and the Appendices, which provided an update on the financial position and cash position of the College for the three-month period to October 2021 and the Forecast Outturn to July 2022

The Committee noted that forecast outturn position for 2021/22 is in line with the budget showing a forecast adjusted operating deficit of £438,000 compared to a budgeted adjusted operating deficit of £450,000.

The Committee recognised the financial risks arising from the impact of failure to achieve the core credit targets and emphasised the need to ensure that the position is closely monitored.

The Committee expressed concern at the level of the forecasted deficit and welcomed the Principal's commitment that the College is focussed on taking all possible actions to improve the position by the year end.

The Committee noted the report.

21.50 CAPITAL EXPENDITURE, ESTATES AND MASTERPLAN UPDATE

J Thomson spoke to the report which provided the Committee with a summary of current estates matters and gave an update on the capital expenditure against plan along with the capital masterplan update.

The Committee welcomed the progress being made with the student space at Anniesland Campus.

The Committee discussed the challenges of completing works by end March and the overall difficulties of the funding timescales.

The Committee noted that a condition survey has been commissioned and that the report will be analysed and processed in the next year. The Committee welcomed the appointment of Tony Martin as the new Head of Estates, Facilities and Energy and invited him to attend the next Committee meeting.

JT

The Committee noted the contents of the update.

21.51 COMMERCIAL AND EXTERNAL FUNDING UPDATE

(This item was heard after Item 21.52)

D McDougall spoke to the report which provided the Committee with an update on commercial and external funded activity to 31st October 2021 with forecasts to the end of July 2022.

The Committee discussed the figures in the report noting the current positive variance against budget.

The Committee noted that the Pathways to Apprenticeships programme did not operate due to a short timeframe for implementation but recognised that there may be future opportunities to progress with this in 2022.

The Committee was interested to note the pipeline activities as detailed in the report and was pleased that there appeared to be more certainty about funding with forecasts on target.

The Committee particularly welcomed the introduction of a range of online short courses being delivered in partnership with the Skills Network and other opportunities for online learning. The Committee discussed the importance of branding and encouraged the exploration of partnerships with others to facilitate delivery.

The Committee was also pleased to hear of opportunities being taken to fill the construction skills gap which is recognised as an increasing problem for employers and of the partnership with the Bridges programme to deliver training to migrants and refugees.

The Committee commented positively on the increased profile of the College on social media which has been supported by the appointment of a digital media manager.

The Committee noted the report.

21.52 KEY PERFORMANCE INDICATORS

J Thomson spoke to the report which provided the Committee with a first set of Key Performance Indicators (KPIs).

The Committee noted that the performance indicators were grouped under four headings:-

- Financial;
- Contract Fulfilment;
- Resource Utilisation; and
- Sustainability and Recycling.

The Committee discussed the elements of the table which accompanied the report focussing on the indicators which were shaded amber and red.

ACTION

The Committee agreed that the target for income from participant funded courses is not required as this is reported through other sources.

The Committee recognised that work is ongoing to develop the targets under the heading of resource utilisation and discussed the difficulties of measuring the CO2 emissions- in particular in relation to staff home working.

The Committee agreed that the indicators in relation to the Annual Operating Position and the delivery against credit targets should be reported to the Board.

The Committee thanked J Thomson for the report.

CMcC

21.53 TUITION FEE UPDATE

The Committee approved the 2022/23 Tuition Fee Schedule.

Items for Noting/ Formal Approval

21.54 PROCUREMENT UPDATE

The report was noted by the Committee.

21.55 GLASGOW CLYDE EDUCATION FOUNDATION UPDATE

The Committee noted the report and asked that an updated report with spend to the end of December 2021 is shared with the Committee by email in early January. The Committee asked for the updated report to include an explanation of the benefits of the spend to enable priorities to be assessed.

JT

21.56 COLLEGE STRATEGIC RISK REGISTER – FINANCIAL RISKS

The Committee noted the report.

21.57 FINANCIAL REGULATIONS

The Committee approved the amended Regulations- subject to a review to ensure that new staffing titles are correctly reflected.

TE

20.65 ANY OTHER BUSINESS

There was no other business.

DATE OF NEXT MEETING

Wednesday, 9 March, 2022 at 4.30pm.

Location to be confirmed.