



**Minute of Argyll College Management Board  
Finance & General Purpose Committee  
of Argyll College Management Board  
held at 1.30 pm on Friday, 24<sup>th</sup> August 2018 at OBI, Oban Campus**

**Present:** John Colston, Chair (JC) & Andrew Campbell (AMC)  
**Via dial-in:** Scott Matheson (SM)  
**In Attendance:** Ailsa Close (AEC); Elaine Munro (EM); Fiona Fenn-Smith (Secretary)

No	Item	Action
18.3.1	<b>Welcome &amp; apologies for absence.</b> Apologies received from Jim Findlay & Fraser Durie.	
18.3.2	<b>Declarations of interest &amp; to identify any items deemed confidential.</b> No declarations of interest. Agreed that item 18.3 6 is confidential.	
18.3.3	<b>Minute of the meeting</b> held on 18 <sup>th</sup> May 2018. The minutes were approved by the committee and signed by the Chair as an accurate record of the meeting.	FS
18.3.4	<b>Matters arising.</b> (a) <b>Assigned status.</b> This should be achieved on 5 <sup>th</sup> December 2018. Chair of Audit committee report to go to board. (b) <b>Helensburgh.</b> UHI agreement to fund came with a number of conditions attached. A project group to set up and steer way through the process. College currently paying peppercorn rent for 2 years to August 2019. UHI asking for the lease to be extended for a further 5 years, but Council will expect rent from Sept 2019. If UHI insist on 5-year lease extension, then college would have to think about the viability of the project. Agreed that the Finance & GP committee will monitor this closely. ACTION: Keep as standing item on agenda, as well as monitoring of student numbers at Helensburgh.	FS AEC
18.3.5	<b>Management Accounts to 31<sup>st</sup> July 2018.</b> (Previously circulated.) AEC said that these were the draft final accounts for the academic year and that the result for the year indicates that the deficit for the year appears to be in line with the original budgeted deficit of £40k. If we have to account for the disposal of the Riverside building in 2017/18 though, this is likely to change. Income from the Strategic Fund of £70k for Helensburgh; HE numbers higher than anticipated in the year and lower MicroRam have all contributed to this result. AEC to speak to auditors about which year to account for sale of Riverside. Agreed a reduced sale price by £1k. AEC said concern about staff wanting promotion to the lecturer scale as the knock-on effect would mean they would earn more than their line managers earn. Support staff pay negotiations on going. Committee said important all staff are rewarded for their work. <b>Governors recommended the management accounts to 31<sup>st</sup> July 2018 to the board.</b>	
18.3.6	<b>Nursery.</b> Confidential minute.	
18.3.7	<b>ACOB.</b> (a) <b>Records management. Approved.</b> (b) <b>HIE Dunoon &amp; Oban.</b> (Previously circulated.) Important that board and F&GP kept up to date with Dunoon: clear audit trail needed; board approves each step; and	

	<p>college to be in a position to move quickly if everything comes together. Oban: college cannot afford loan for any potential development.</p> <p>(c) <b>Breakdown of centre costs.</b> (Previously circulated.) Committee said this was very useful information and information on student numbers would be useful.</p>	
18.3.8	<p><b>Date of next Finance &amp; General Purpose meeting.</b> Friday, 16<sup>th</sup> November, venue to be arranged.</p>	
18.3.9	<p><b>Signed by</b></p> <p>..... <b>Date</b> .....</p> <p><b>Chair of Finance &amp; General Purpose Committee</b></p>	