

## **Item: 9**

**College Management Council Sub-committee: 3 February 2021.**

### **1. Recommendations**

**It is recommended:**

1.1.

That the Committee approves the attached minute as a true record.

### **2. Appendix**

Draft Minute of the Meeting of the College Management Council Sub-committee held on 18 January 2021.

# Minute

## College Management Council Sub-committee

Monday, 18 January 2021, 13:30.

Microsoft Teams.



## Present

Councillors Stephen G Clackson, Alexander G Cowie, J Harvey Johnston and Gwenda M Shearer.

## Community Representatives:

Beverly Clubley, Malcolm Graves and Peter Slater.

## Business Representatives:

Rebecca May and Steven Sinclair.

## Student Representative:

Francesca Meneghetti, Orkney Depute President, Highlands and Islands Students' Association

## Clerk

- Sandra Craigie, Committees Officer.

## In Attendance

- James Wylie, Executive Director of Education, Leisure and Housing.
- Paul Kemp, Strategic Finance Manager.
- Peter Trodden, Solicitor.
- Craig Walker, Senior HR Adviser.

## Orkney College

- Edward Abbott-Halpin, Principal.
- Andie John Seatter, Staff Representative.
- Iain Wilkie, Staff Representative.

## Observing

- Rebecca McAuliffe, Press Officer.
- Donna Wishart, Principal's PA and College Management Team Secretary.

## Apologies

- Councillor W Leslie Manson.
- Kaila Shepherd, Student Representative.

## **Not Present**

- Roy Brown, Business Representative.
- Mark Jones, Business Representative.

## **Declarations of Interest**

- No declarations of interest were intimated.

## **Chair**

- Beverly Clubley.

## **1. Form of Voting**

The Sub-committee resolved that, should a vote be required in respect of the matters to be considered at this meeting, notwithstanding Standing Order 21.4, the form of voting should be by calling the roll or recorded vote.

## **2. Revenue Expenditure Monitoring**

After consideration of a joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, copies of which had been circulated, and after hearing a report from the Principal, Orkney College, the Sub-committee:

Noted:

**2.1.** The revenue financial detail in respect of Orkney College for the period 1 April to 31 December 2020, attached as Annex 1 to the joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, indicating a net surplus of £273,600.

The Sub-committee scrutinised:

**2.2.** The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 2 to the joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

## **3. Highlands and Islands Students' Association – Update**

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Orkney Depute President of the Highlands and Islands Students' Association, the Sub-committee:

Noted the paper prepared by the Orkney Depute President of the Highlands and Islands Students' Association, attached as Appendix 1 to the report by the Executive Director of Education, Leisure and Housing, outlining key issues to be addressed during the academic year and key activities during November and December 2020.

#### **4. Conclusion of Meeting**

At 13:55 the Chair declared the meeting concluded.

Signed: B Clublely.