

## **Item: 9**

**College Management Council Sub-committee: 24 October 2022.**

### **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 24 October 2022.

## Minute

### College Management Council Sub-committee

Monday, 24 October 2022, 14:00.

Council Chamber, Council Offices, School Place, Kirkwall.



### Present

Councillors Graham A Bevan, Stephen G Clackson, Gwenda M Shearer, Jean E Stevenson and Heather N Woodbridge.

### Community Representative:

Beverly Clubley.

### Business Representative:

Steven Sinclair.

### Clerk

- Sandra Craigie, Committees Officer.

### In Attendance

- James Wylie, Corporate Director for Education, Leisure and Housing.
- Peter Diamond, Head of Education.
- Claire Meakin, Interim Head of Education.
- Hazel Flett, Service Manager (Governance).
- Jane Partridge, Service Manager (Secondary and Tertiary Education).
- Pat Robinson, Service Manager (Accountancy).
- Sheila Tulloch, Service Manager (Legal Services).

### Orkney College

- Edward Abbot-Halpin, Principal.
- Avril Litts, Finance Manager.

### Observing

#### Orkney College

- Claire Kemp, Assistant Principal.
- Donna Wishart, Support Services Manager.

### Apology

- Rebecca May, Business Representative.

### Declarations of Interest

- No declarations of interest were intimated.

## **Chair**

- Beverly Clubley, Interim Chair.

## **1. Revenue Expenditure Monitoring**

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Accountancy), the Sub-committee:

Noted:

**1.1.** The revenue financial detail in respect of Orkney College for the period 1 July to 30 September 2022, attached as Annex 1 to the report by the Head of Finance, indicating a net deficit of £20,900.

The Sub-committee scrutinised:

**1.2.** 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 report by the Head of Finance and obtained assurance that action was being taken with regard to significant budget variances.

## **2. Education Scotland**

### **Safeguarding Inspection Visit to Orkney College**

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

Noted:

**2.1.** That, on 17 June 2022, Education Scotland undertook a safeguarding inspection of Orkney College.

**2.2.** The Summary of Findings regarding the Safeguarding Visit, attached as Appendix 1 to the report by the Corporate Director for Education, Leisure and Housing.

The Sub-committee scrutinised:

**2.3.** Progress with actions arising from the Education Scotland Safeguarding Inspection Visit, detailed in section 4.2 of the report by the Corporate Director for Education, Leisure and Housing, and obtained assurance that action had been taken or agreed as necessary.

## **3. Conclusion of Meeting**

At 14:22 the Interim Chair declared the meeting concluded.

Signed: B Clubley.