

Northern Regional College

Governing Body – Unreserved Business

Minutes of the Unreserved Meeting of the Governing Body held on Wednesday 9 May 2018 at Magherafelt campus, commencing at 5.20 pm.

Present: Mrs A Allison, Mr K Chambers, Mr H Crossey (Chair), Mrs A Dynes, Mr W Hutchinson, Mr R Jay, Dr D Lennox, Ms K Linden, Ms Y Mallon, Dr K McCambridge, Mr W McCluggage, Mrs G McConnell, Mr K Nelson, and Prof T Scott (Principal)

In Attendance: Dr S Brankin, Mr D Hewitt, Mr M Higgins, Mr K Mooney (item 82.5) and Mr V Taggart

Mrs K Wallace, Secretary

Mr M Haire and Mr C Hughes, McAdam Design (item 82.5)

The Chair welcomed the representatives from McAdam Design and Mr Mooney to the meeting and suggested that the report on the new building be taken first. Members agreed with this suggestion.

82.5 Presentation on New Building

Mr Haire spoke to the report from McAdam Design and gave a presentation on the purpose, preferred options and proposals for developing the concept of the design for the Farm Lodge and Coleraine campuses. He summarised the different phases for the planned building work and answered a number of questions in relation to car parking, public realm development and disabled access provision. Mr Haire confirmed the progress in securing overflow car parking at Farm Lodge with the adjacent St. Patrick's Barracks redevelopment.

Mr Hutchinson sought clarification on public realm at the Coleraine campus and Mr Haire advised that discussions have taken place with Causeway Coast & Glens Council officials about integrating the park with public realm to the proposed entrance for the new Coleraine campus.

Mr Mooney outlined the next steps and timeline for the project noting that the concept design (stage 2) was due for completion at the end of August 2018 with the planning approval (stage 3) to be submitted in Spring 2019.

The Governing Body ratified the direction of travel for the project, as presented by McAdam Design

Mr Haire, Mr Hughes and Mr Mooney left the meeting at 6.07pm.

82.1 Apologies

Mrs J Eve.

82.2 Declarations of Interest

None.

82.3 Minutes of Last Meeting

The minutes of the meeting held on 7 March 2018 were approved.

Proposed: Mr Hutchinson

Seconded: Mr Nelson

82.4 Matters Arising

Reference was made to the arrangements for exiting the improvement process.

ACTION: The Chair will write to the Director of FE to request an earlier meeting on this issue.

Properties Division contract issues: Members expressed strong concerns around issues of value-for-money and health and safety in relation to the suggested 18-24 month timeframe to enter a procurement competition. It was noted that the Chair had raised this issue at the recent Chairs' meeting with DfE.

ACTION: Mr Higgins would highlight this issue at the Finance Directors' meeting week commencing 14 May 2018.

Training requests: no requests had been received to date and members noted that any requests for necessary training should be notified to the Secretary. The requirement to complete online GDPR training by 25 May 2018 was highlighted to members.

Committee Terms of Reference: Added to the MinutePad document library.

82.6 Chair's Communication

The Chair updated members on issues raised at the recent Chairs' meeting including the Chairs' competition, the Learner Management System and budget pressures within the sector.

The Chair highlighted the need to review Committee membership in the light of Mr Jay and Mr Nelson's upcoming departures from the Governing Body and DfE having no current plans to commence a competition for Governor appointments. Consideration on quorum for each committee to be considered.

ACTION: The Chair would liaise with members regarding reorganising Committees including quorum considerations.

82.7 Principal's Report

The Principal's Report was taken as read with Prof Scott highlighting a number of issues including student applications higher at this stage compared to April 2017, and the improved applications for WBL. She drew governors' attention to the recent student achievements at the NI Skill Build competitions.

Prof Scott summarised recent meetings with post primary school Principals and the need to build engagement for development opportunities.

82.8 Correspondence

Two items of correspondence were noted:

- i) Audit Code 1 April 2018.
- ii) Amendment to College Governance documents – to reflect charity status / industrial relations.

82.9 KPI Report

Prof Scott gave an overview of the KPI Report to 31 March 2018 reflecting the Department's year end position, which had been considered at the Resources and Education Committees.

The Governing Body noted the final KPI Report to 31 March 2018 and congratulated the Principal and the SLT team on the improved performance.

82.10 College Development Plan

Prof Scott spoke to the CDP and noted one change to the version of the Plan previously considered by members, in relation to Report Cards. Prof Scott confirmed that an earlier plan has been shared with the Department and the final plan has been completed to the agreed time frame, however it has been agreed with the Department not to submit the plan until the budget position for 2018/19 is confirmed. Concern was expressed around the time impact as a result of the pause in submissions whilst confirmation of budget was awaited.

The Governing Body approved the delivery of the final plan and acknowledged the excellent performance put in to ensure its completion to timetable.

82.11 Audit & Risk Committee

The minutes of the Audit & Risk Committee meeting of 28 February 2018 were noted. A verbal update on the minutes was provided at the GB meeting on the 7 March 2018.

82.12 Education Committee

The draft minutes of the Education Committee meeting held on 14 March 2018 were noted along with a verbal update of the meeting held on 2 May 2018.

Members noted that feedback on the recent 3-day QAA visit would be available on 18 May 2018.

82.13 Resources Committee

Mr Chambers summarised the key issues considered at the Resources Committee meeting held on 23 April 2018 and members noted the draft minutes.

82.14 Monthly Management Accounts

Mr Higgins summarised the management accounts to end March 2018, which were within Department tolerances. He highlighted key budget pressures around salaries, sickness and staffing levels, which were now at full complement. The expected position to end July was in line with overall targets.

Mr Higgins highlighted the issues arising from a lack of budget for minor capital works and the potential pressures in 2018/19 for pay pressures and maintenance costs.

The Governing Body noted the NDPB Monthly Return for March 2018 and Summary Management Accounts.

82.15 Any Other Business

In response to members' concern around a lack of engagement with FE by a number of post primary schools, Prof Scott outlined the work being proactively carried out through the Schools Engagement Forum and Schools Partnership Manager. A request for the Schools Partnership Manager to liaise with the HoD for Care and Access was noted.

82.16 Date of Next Meeting

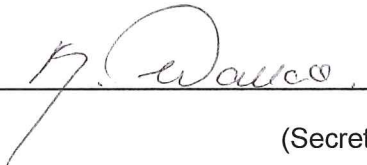
Noted that the next meeting of the Governing Body would be held on 27 June 2018 in Farm Lodge, Ballymena campus, commencing at 5.15pm.

The meeting ended at 7.05pm.

Mr H Crossey 
(Chair)

Date 27/6/2018

27 June 2018

Mrs K Wallace 
(Secretary)