

Northern Regional College

Governing Body – Unreserved Business

Minutes of the Unreserved Meeting of the Governing Body held on Wednesday 26 June 2019 in Newtownabbey campus, commencing at 4.05pm.

Present: Mrs I Allison, Mr H Crossey (Chair), Ms A Dynes, Mrs J Eve, Mr W Hutchinson, Mr R Jay, Dr D Lennox, Ms Y Mallon, Dr K McCambridge, Mr W McCluggage, Mrs G McConnell, Mr I Murphy and Prof T Scott.

In Attendance: Mr M Higgins; Mr E Isles, Deloitte (89.8); Ms J Small, Deloitte (89.8); and Mr V Taggart.

Mrs K Wallace, Secretary.

89.1 Apologies

Apologies were received for Mr Chambers.

89.2 Declarations of Interest

None.

89.3 Minutes of Previous Meeting

The minutes of the meeting held on 15 May 2019 were approved.

Proposed: Mr Murphy

Seconded: Dr McCambridge

89.4 Matters Arising

- An update on Charitable Status advising this as an ongoing process, was included under correspondence.
- Student Awards information had been circulated.
- The CDP had been submitted and an update on budget was included on the agenda under CPD.
- A response to the Principal's letter of 16 May 2019 advising that the Property Division business case would proceed, had now been received.
- The Chair advised Mr Jay's extension of term to 24 January 2020. Mr Jay had agreed to continue as Safeguarding Governor until that date.
- Reclassification of expenditure for management accounts is ongoing.
- Availability of sector wide data for benchmarking purposes had been raised at NIFON and Policy Sub Group.

89.5 Chair's Communication

Members noted that DfE have confirmed that the Governing Body Chair will be appointed from 1 October 2019 and that Mr Crossey would continue in his current position until that time.

Governors who had been reappointed or had their term extended confirmed that they had now received letters from the Department.

The Chair reported on a letter from the Permanent Secretary stating that he would be writing to formally confirm the College would exit from recovery process. It was noted that the budget baseline had not been reinstated and that DfE would place an in-year bid to secure resources. An invite to attend the curriculum conference on 20 August 2019 will be extended to the Permanent Secretary.

Members made reference to ongoing HR matters and that this should not impact the College's recovery status.

Members were advised that the governor assessment process would start shortly

ACTION: The Secretary would survey dates for governor assessment meetings in July/early August.

89.6 Correspondence

Updates on GB appointments and charitable status were noted.

The Chair drew attention to the Department's response on Governing Body payments advising that it was possible to exceed the limit for individual governor payments as long as the overall budget was not breached.

The Department had advised reporting inconsistencies across colleges in relation to CDP Progress Reports and members noted that it was hoped to have these addressed for the next quarterly report.

Mr McCluggage summarised the Internal Audit report on NRC Procurement and Management of Contracts, which was finalised following the Audit & Risk Committee, and a satisfactory assurance was noted.

The Governing Body noted that a paper on staff side pay was confidential and would be considered under the reserved business meeting.

89.7 Principal's Report

The Principal's Report was taken as read. Prof Scott reported that planning permission had been secured for the new build at Coleraine along with approval for change of use of the listed building at an earlier meeting of Causeway Coast and Glens Borough Council. She thanked the governors and staff who were members of the Capital Steering Group and Project Board for their excellent and very thorough presentation noting that nothing had been left undone.

The Principal also thanked governors who had attended student awards ceremonies and members extended congratulations to prize winners. A disappointing turnout of staff and the establishment of a working group to review events for next year were noted.

Ms Jenny Small and Mr Euan Isles joined the meeting at 4.23pm.

89.8 College Development Plan (CDP) – 3 Year Plan

The Chair welcomed Ms Jenny Small who was in attendance to present an update on 3-year corporate priorities (April 2019-March 2022) aligned to the Governing Body's vision, mission and values. Ms Small outlined actions completed to date, priorities for 2021/22 and consultation undertaken. Members noted that staff feedback had been incorporated into the revised strategic outcomes presented.

Ms Mallon joined the meeting at 4.48pm.

Ms Small and Prof Scott clarified a number of issues highlighted by members and Ms Small noted

members' comments on the plan along with a request for inclusion of an explicit item outlining the importance of the communities and environment in which the College operates.

ACTION: The Governing Body agreed the adoption of the revised strategic outcomes as presented. A full text draft of the 3-year plan would be brought to the September meeting.

Mr Higgins drew members' attention to correspondence on budget allocation and gave an update on the current situation in relation to staff pressures, non-reinstatement of baseline budget and bid for in-year funding. The importance of additional funding for IT and estates requirements was also noted. The Chair advised that he had written to the Department in relation to the baseline budget and hoped this issue could be resolved at a future date.

89.9 New Build Update

Covered under Principal's Report above.

89.10 Education Committee

The draft minutes of the meeting held on 8 May 2019 were noted.

89.11 Resources Committee

The Chair summarised the main issues considered at the Resources meeting on 11 June 2019 and noted Committee's concerns around shared services.

The Governing Body adopted the minor revisions to Standing Orders.

89.12 Audit & Risk Committee

Mr McCluggage gave a verbal update of the meeting held on 19 June 2019 noting that the external audit plan and PID timelines had been agreed and highlighting risks with a red status. Mr McCluggage summarised the 3 red risks and provided an update on the satisfactory opinions received from internal audit.

89.13 Management Accounts

Members noted the management accounts to 31 July 2019 and Mr Higgins reported no significant deviations. He referred to the requirement for the re-instatement of the opening budget and drew attention to the staffing pressure.

89.14 Committee Meeting Dates

The date for the next Governing Body meeting was agreed as 25 September. Committees were asked to agree their meeting dates and it was noted that if an additional Resources Committee meeting was needed, a date would be agreed through Resources.

ACTION: The Secretary would circulate a revised meetings schedule.

89.15 Any Other Business

None.

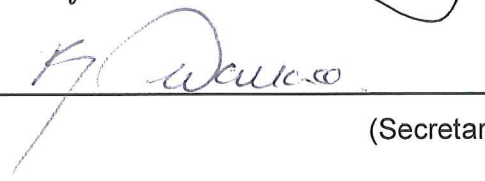
89.16 Date of Next Meeting

25th September 2019.

The meeting ended at 5.00pm.

Mr H Crossey 
(Vice Chair)

Date 25/9/2019
25 September 2019

Mrs K Wallace 
(Secretary)