

The Chair would also raise this issue at his forthcoming meeting with the Department on 4 July.

Update on Committee organisation: The Chair reported the following Committee re-organisation:

- Mr Lennox will take on the Chair to the Education Committee. Mr Jay had agreed to extend his term as Governor for a further 6-months until the end December 2018 and would continue to sit on the Committee as a member.
- Mr McCluggage will take on Chair to the Audit & Risk Committee.
- Membership and quorum of all Committees would remain as is.

Governor co-option: Members agreed a proposal to approach Mr Ian Murphy to take on the position of co-optee Governor in place of Mr Nelson, who would finish his extended term at the end of August. It was noted that any appointment would be subject to necessary departmental approvals.

ACTION: Proposed nominated co-optee details to be sent to Department seeking approval.

83.6 Principal's Report

The Principal's Report was taken as read with Prof Scott highlighting a number of issues including attendance levels, the careers/courses events currently taking place and the move to autumn for the student/staff awards.

The Chair highlighted the very positive outcome of the QAA and ETI reviews, formal reports of which had now been received. Members recorded their thanks to all staff involved for the work they had done to achieve these positive outcomes.

Mrs McConnell and Mrs Mallon joined the meeting at 5.45pm.

83.7 Correspondence

Two items of correspondence had been received:

- i) Annual Provider Review (APR) Guidance – Mr Taggart presented an outline of the APR, which would apply to all DfE funded Higher Education (HE) providers. He summarised the two key elements of the Review which would focus on assurance statements from the GB and scrutiny of data provided to HESA and DfE, using an APR Dashboard. Outcomes from the process would be published by DfE in September.
- ii) Service Level Agreement (SLA) to support collaborative arrangements between FE Colleges - Prof Scott outlined the background to this Agreement, which was currently with the Departmental Solicitor. Governing Bodies had been invited to provide comment.

Following a period of discussion and clarification, the Governing Body confirmed it was comfortable that normal audit and governance processes would apply. Members also noted NWRC's responsibilities as current lead College.

Members concerns in relation to the need for further clarity on arrangements for SLAs and new contracts were noted by the Principal and SLT.

Members gave their approval in principle to the proposed SLA.

83.8 College Development Plan

Prof Scott spoke to the CDP and highlighted the main themes of the report including strategic context, College performance and priorities for the next phase of the College transformation.

Members noted changes to the version of the Plan previously considered due to a lower budget than anticipated. Members expressed their deep concerns in respect of the proposed budget cuts.

The Governing Body noted the final CDPs for all colleges had been submitted to the Permanent Secretary for approval.

83.9 Report Card

Mr Higgins took members through the financial report card, highlighting variances at the financial and academic year ends and pressures relating to insufficient opening budget. It was noted that the College was currently as lean as possible and that without further funding, budget and income targets would not be achieved and therefore are reported as red on the risk register.

Members' serious concerns in relation to the budget position, which was further compounded by difficulties with the procurement process, were noted. In particular members considered that the proposed cuts would put the college at a severe disadvantage in respect of other colleges and would potentially undermine the significant progress that had been made in recent years. Equally importantly it would adversely impact the proposed continued transformation.

It was unanimously agreed that a letter be sent to the Permanent Secretary formally drawing this issue to his attention and outlining the Governing Body's concerns in the strongest terms.

ACTION: The Chair to formally advise the Permanent Secretary re Governing Body concerns regarding proposed budget cuts.

Mr Taggart provided an update on the education report card, advising that to the end of the academic year 2017/18, student enrolments and retention are broadly in line with targets. He added that both QAA and ETI had provided more than satisfactory opinion, demonstrating significant progress by the College.

83.10 Audit & Risk Committee

The draft minutes of the Audit & Risk Committee meeting of 6 June 2018 were noted.

Concerns around the position with Properties Division were again recorded and the issue of e-signature acceptance being a legal requirement, which had been noted by Mr Conliffe at the Committee meeting, was highlighted. Mr Taggart reported very positive feedback from the ETI and QAA inspections, with NRC the only College to have no outstanding actions.

The Chair congratulated staff on this outcome and members recorded their appreciation of the contribution made to this result through the attendance of Mr Jay and Prof Scott at the HE Forum.

83.11 Education Committee

The draft minutes of the Education Committee meeting held on 2 May 2018 were noted, a verbal update having previously been provided. Comments on inspection reports recorded at earlier discussions were noted.

Mr Nelson's work on the Education Committee during his term as Governor was highlighted and thanks were recorded for his contribution over the years.

83.12 Resources Committee

Mr Chambers summarised the key issues considered at the Resources Committee meeting held on 18 June 2018 and it was noted that all substantive issues had been included as agenda items. The draft minutes would be uploaded to MinutePad for members' information.

ACTION: The Secretary would upload the draft minutes of the Resources Committee to

MinutePad.

83.13 Monthly Management Accounts

Mr Higgins spoke to the NDPB Monthly return to end March 2018, which had been presented to the Resources Committee meeting on 18 June. Mr Higgins highlighted the key pressures due to insufficient opening budget, salary pressures and estate requirements. In respect of the July 2018 management accounts, he outlined the reason for the reduction within income, the impact this had on targets and the pressures emerging within salaries.

The Governing Body noted the NDPB Monthly Return for March 2018 and Summary Management Accounts and agreed to write formally to the Department on the financial pressures.

83.14 Staff Survey

Mr Hewitt summarised the results of the staff survey, further detailed analysis of which would be carried out and which had been shared with the Resources Committee on 18 June.

The Governing Body noted the staff survey.

83.15 Committee Meeting Dates 2018/19

Members considered the draft schedule of meetings and agreed the dates for the first two Governing Body meetings as 3 October and 14 November 2018. The graduation date of 13 December was also noted.

Committee Chairs would consider the schedule and report back at the next meeting on 3 October.

83.16 Any Other Business

No other business.

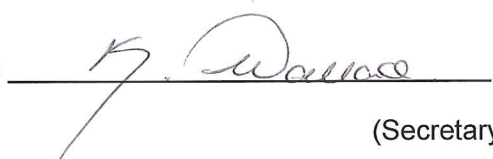
83.17 Date of Next Meeting

The next meeting of the Governing Body would be held on 3 October 2018 in Farm Lodge, Ballymena campus, commencing at 5.30pm.

The meeting ended at 7.00pm.

Mr H Crossey  (Chair)

Date 3/10/2018
3 October 2018

Mrs K Wallace  (Secretary)