

NORTHERN REGIONAL COLLEGE

RESOURCES COMMITTEE

Minutes of the meeting of the Resources Committee (unreserved business) held on 11 June 2019 at the Newtownabbey campus, commencing at 5.10 pm.

Present: Ms Y Mallon, Mr K Chambers, Mr H Crossey (Chair), Mrs G McConnell, Mr I Murphy and Prof T Scott.

In Attendance: Mr M Higgins, Mr S Lavery, Mr V Taggart and Mr S Watt (17.11)

Mrs K Wallace (Secretary)

17.1 Apologies

None.

17.2 Declaration of Interests

None.

17.3 Minutes of the Last Meeting

The minutes of the meeting held on 29 April 2019 were approved.

Proposed: Ms Mallon

Seconded: Mr Chambers

17.4 Matters Arising

Members noted further communication on PSD business under correspondence. The Chair reported a meeting with PSD was being held on 24 June and an update would be provided to the GB meeting on 26 June.

17.5 Chair's Communication

The Chair recorded his personal thanks to Dr Steve Brankin for his contribution to the College and wished him every success in the future.

17.6 Correspondence

Committee noted that the DfE response to B Doran had been covered under matters arising.

Mr Higgins highlighted representation by the Department at NIFON meetings has now been addressed and the Departmental response to Sean O'Donnell was noted.

17.7 Monthly Management Accounts

Mr Lavery summarised the NDPB return and noted additional funding for pensions had since been allocated.

Mr Lavery presented the summary accounts to July 2019 and explained variance in budget due to increased costs and reduced baseline budget in month 1 of the DfE year. Mr Lavery noted that running at deficit was a sector wide situation which may be addressed by in-year funding.

17.8 Budget and College Development Plan (CDP)

Mr Higgins summarised the update on indicative budget and members noted that £1.4m baseline funding had not been restored. Mr Lavery outlined additional baseline cost pressure which would increase the additional budgetary requirement to £1.5m; a case for in-year funding on this basis would be submitted to the Department.

Members noted that any additional funding would be for one year and would not necessarily be added to baseline, which would lead to further pressures next year.

The Chair had raised this issue with the Permanent Secretary and would write to him on same.

Committee were advised that the CDP had now reverted to the original with no reduction in student base or provision but given the shortfall in baseline budget, was submitted at risk to the Department.

ACTION: Agreed that monthly returns to show £1.5m pressure on top of indicative budget of £23.822m.

Continue to press the Department on the reinstatement of £1.4m funding to the baseline budget.

17.9 Shared Services

Mr Higgins summarised the shared services update and highlighted concern that the position of overall STS Project Director had not yet been appointed. A manager from the College was successful in the competition for the STS project manager role and would be taking up position shortly.

Mr Higgins noted that the College was currently operating with restricted functionality due to issues with resourcing and the Celcat system. Committee expressed concern at the current position of the STS Project.

ACTION: Risk to be escalated to red on the College risk register.

17.10 New Build/Estates

Members noted the minutes of the Project Board meeting held on 2 May 2019. Mr Higgins reported that the project was progressing to plan with planning permission expected before the summer and the decant to Beresford Avenue was progressing as planned.

The impact for the Ballymena build was noted.

17.11 Staffing Issues

Mr Watt introduced the newly formatted Staffing Update for June 2019 providing data in relation to training, recruitment, absence, employee relations and workplace accessibility.

Prof Scott reported difficulties with recruiting administrative staff and a number of observations were made by governors in relation to addressing same. Governors requested further clarity on how the College identifies and oversees training needs, including linking of training plans with personal development plans, completion of staff appraisals and the need for training for appraisers.

ACTION: SW to provide analysis by category and actions arising from data analysis.

Mr Lavery left the meeting at 6.00pm.

Prof Scott noted the need for reports to be approved at SLT and the need for a clear plan of action around these themes to be developed for the next academic year.

ACTION: The Chair would reflect on the report and provide feedback to Mr Watt.

Mr Watt left the meeting at 6.14pm.

17.12 Review of Standing Orders

Committee noted minor amendments to Standing Orders.

ACTION: Updated Standing Orders to go to the Governing Body.

17.14 Any Other Business

Prof Scott reported that a series of SLT roadshows in Coleraine, Ballymoney, Ballymena, Newtownabbey and Magherafelt had taken place over the week and an online feedback process was being used via Canvas to obtain feedback on College priorities and actions for the three year plan. SLT members noted very positive staff feedback from presentations. Jenny Small also provided briefing on challenges and key priorities as part of the staff engagement process.

17.13 Any Other Business

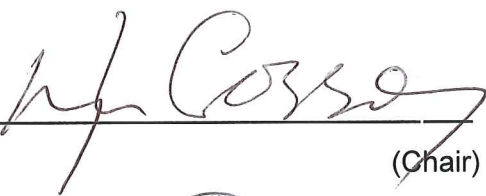
None.

17.14 Date of Next Meeting

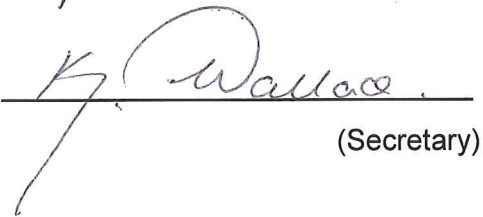
To be agreed.

ACTION: The Secretary would draft an interim schedule for September-December. A final calendar for the year to be agreed with the new Chair when in post.

The meeting concluded at 6.20pm.

Mr H Crossey 
(Chair)

Date 19/8/2019
19 August 2019

Mrs K Wallace 
(Secretary)