

## **NORTHERN REGIONAL COLLEGE RESOURCES COMMITTEE**

Minutes of the meeting of the Resources Committee held on 24 January 2022 on Microsoft Teams, commencing at 5.00pm.

Present: Mr M Higgins, Ms Y Mallon, Mr I Murphy (Chair)

In Attendance: Mrs C Brown, Ms K Craig, Mr C Fairless (28.1-28.7), Ms D Kerr (28.1-28.6), Mr S Lavery, Mr D Lavery, Baker Tilly Mooney Moore (28.7-28.8), Ms C Murdoch (28.1-28.9), Ms J Small

Mrs K Wallace (Secretary)

### **28.1 Apologies/Welcome**

No apologies were recorded.

The Chair welcomed Ms Craig, Acting Head of Finance, to the meeting.

### **28.2 Declaration of Interests**

No declarations of interest were recorded.

Members agreed to take staff and external presentations at this point in the meeting.

### **28.6 College Development Plan**

Ms Kerr took members through the Progress Report to December 2021 and explained the position in relation to red and amber performance measures. Members were advised of the potential for the withdrawal of government incentive schemes for Apprenticeships and Traineeships in 2022/23. Also noted was the need for awareness in the reporting and public perception of performance statistics.

Mrs Brown stated that she would be participating in the sectoral Review of Tertiary Education working group and members discussed potential ideas to capture mid-year recruitment and the inherent difficulties. A suggestion by Mr Murphy for courses which could be quickly recruited/ accessed, would be actioned by Mrs Brown.

Mr Higgins reported that the Department were reviewing the format of the CDP and would consult with Chairs and Principals on plans to take this forward.

**Action: Potential for courses to take advantage of a short transition period would be taken to the internal Task & Finish group as part of a Terms of Reference.**

5.18pm Mrs Kerr left the meeting.

5.18pm Mr D Lavery joined the meeting.

### **28.7 Business Development Update**

Mr Fairless presented an update on external engagement performance to December 2021. Members heard that, whilst recruitment to Business Development was challenging, progress

to date was very positive with the estimated 21/22 academic year-end target now 156% above that originally predicted. Future targets would be updated and rebalanced accordingly.

Mr D Laverty referred to income information presented and noted further income generating projects, including a range of Council full cost recovery programmes, which would be taking place. He also advised that the first partner for bids was in place and had been very active, and that discussions with labour market partnerships were ongoing to determine what skills the College should develop going forward.

Members noted the diverse spread of programmes underway in a short space of time and congratulated Mr Laverty and the team for this achievement. They also noted that external economic challenges and internal/delivery resources would present the biggest challenges to future achievement.

Ms Small advised that options to enable the expansion of income generation were being considered and members noted that any non-Departmental income which was not linked to budget deficit in the sector, could potentially be used to help with any financial College shortfall.

5.43pm Mr Fairless left the meeting.

## **28.8 Organisation Development Project**

The Chair welcomed Mr D Laverty, who was in attendance to update Committee on progress with the development of a Talent Strategy. Mr Laverty outlined the Terms of Reference, approach to strategy development, methodology and key findings of his work to date, which had been developed into a talent management framework. He reported that this would be a long-term project to fundamentally change behaviours and culture, and address systemic issues.

The Principal highlighted work being done with staff to encourage engagement in personal development initiatives and confirmed the commitment to embedding this approach in the College culture.

**Action: Members agreed to present the Talent Strategy to Governing Body in February 2022.**

## **28.9 HR Update**

Ms Murdoch spoke to the HR Report at January 2022 and highlighted a number of issues including recruitment activity and challenges; initiatives in process to generate £1m of social value; and training interventions being undertaken in association with health and wellbeing initiatives, to address increasing sickness absence – particularly long term sickness.

In response to requests by Ms Mallon, Ms Murdoch agreed to include additional data in future reports to aid comparison.

**Action: Ms Murdoch would include retention and labour turnover data in monthly reports, with inclusion of absence data benchmarked across all colleges on an annual basis.**

The Principal reported on a number of innovative projects being trialled to support the recruitment of lecturers, particularly to trades, linked in to the talent strategy. This issue had been flagged up by a number of curriculum staff across all campuses, during meetings with the Governing Body Chair and the Principal.

### **28.3 Minutes of the Last Meeting**

The minutes of the meeting held on 13 October 2021 were approved.

Proposed: Ms Mallon      Seconded: Mr Higgins

### **28.4 Matters Arising**

External engagement strategy: members noted that this had been covered under the Business development update above. It would also be considered in the context of the strategic plan and members updated accordingly.

### **28.5 Chair's Communication/ Correspondence**

Members considered correspondence in relation to the NRC Capital Allocation 2021/22 and Resource Allocation 2021/22 and noted the contents.

The Principal gave an overview of a briefing by the Permanent Secretary earlier in the day, on potential Departmental budget cuts of at least 2% in 2022/23. An indicative budget would be issued by the Department in mid-February.

### **28.10 Finance Update**

Mr S Lavery presented the NDPB and College budget position to November 2021 and explained the College budget variance, which was in-line with previous years. Members noted that the College was operating to the revised budget and that extra funding had been received for Covid-19 and ERAP.

Mr Lavery referred to the upcoming alignment of College and Department year-ends, which could result in an audit in March 2022/23 and potentially an audit in July 2022/23. He highlighted that the necessary focus over the coming 12-month period would be on monitoring and achieving income and expenditure targets, which would be a focus and requirement for all budget holders across the College.

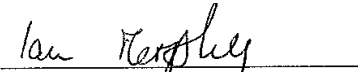
### **28.11 Any Other Business**

None.

### **28.12 Date of Next Meeting**

The next meeting would be held on 4 April 2022.

The meeting concluded at 6.42pm.

Mr I Murphy      

Date 4 April 2022

(Chair)

Mrs K Wallace      

(Secretary)