

**GOVERNING BODY OF THE BELFAST METROPOLITAN COLLEGE**

**Minutes of the BMC Resources Committee meeting held on 21 February 2017 at 4.30pm in the boardroom, Titanic Quarter campus.**

<b>Present</b>	<p><b>Governors:</b> Wendy Langham (Chair), and Kate Burns.</p> <p><b>Officers:</b> Damian Duffy [DDLS], Elaine Hartin [COO], Jonathan Heggarty (DC), Colin Daysh (Head of IT), Siobhan Lyons (Head of Business Development), Laura Allen (HoF), Aidan Sloane [HoT] and Raymond de Largey (Estate Area Manager).</p> <p><b>Secretary:</b> John McAndrew</p>	
<b>R 30 16/17</b>	<b>Apologies and Notice of AOB</b>	
	There were apologies from governors John McGrillen, Kevin McKeaveney and Kathleen O'Hare. The Chair welcomed Kate Burns to her first meeting. It was agreed to raise Estates and IT business items up the Agenda.	
<b>R 31 16/17</b>	<b>Conflicts of Interest Declaration</b>	
	In response to the Chair's question no conflicts or potential conflicts were raised.	
<b>R 32 16/17</b>	<b>Minutes of the Resources Committee meeting of 28th November 2016</b>	
	The Minutes of the Resources Committee meeting of 28th November 2016 were agreed.	
<b>R 33 16/17</b>	<b>Matters Arising</b>	
	<p><i>RES 3 R/ 8 16/17 NDPB training by DfE.</i> The Chair re-emphasised the importance of the training. The Secretary confirmed actions by the Chair of the Governing Body and that he was awaiting a response from DfE.</p> <p><i>R 18 16/17 Strengthening the Committee.</i> The Secretary noted the recent round of recruitment which subject to DfE ratification had resulted in one new governor.</p> <p><i>RES 7 Presentation on Training and future routes of travel.</i> See AOB item</p> <p><i>RES 8 Delays in the delivery of the Systems, Technology and Services Project.</i> Flagged up to the Governing Body of 29 November 2016.</p> <p><i>RES 9 The Resources Committee agreed to recommend membership of the Contracting Authority to the Governing Body in principle.</i> So done at Governing Body of 29 November 2016.</p> <p><i>R 26 15/16 Professional Services return to be shared with other Chairs.</i> The Secretary confirmed that this was in hand.</p>	
<b>R 34 16/17</b>	<b>Chair's Business</b>	
	The Chair noted her interim appointment as Chair in succession to David Taylor. She confirmed that she had met the COO prior to the meeting.	<b>Chairs</b>
<b>R 35 16/17</b>	<b>COO's business</b>	
	The COO noted that there was none not covered by the agenda.	
<b>R 36 16/17</b>	<b>Estates Update</b>	
	The EAM noted greens in the Estates Update against all targets save one which was amber RAGged. Of note was e3 classrooms project which he was confident would complete in March 2017, the temporary delay in the disposal of Parkmore (hence amber), and action on Tower Street by the end of May 2017.	

	<p>Members were updated on the TQ/PFI dispute resolution progress and the improvements to the utilisation of e3. The TQ project Board minutes and e3 Board minutes were noted.</p> <p><i>Castlereagh Redevelopment</i></p> <p>The EAM introduced a paper setting out proposals to develop the Castlereagh Campus site as part of the implementation of the Estates Strategy. SEUPB [Special EU Programmes Body] had provided the opportunity for match funding under "Peace - Shared Space and Services". The total cost of the staged BMC proposals was £50m and funding was to be sought over 3-7 years with Stage 1 costing £12m. In order to meet SEUPB, planning application and permission timescales for Stage 1 it was necessary to procure professional advisers at a cost of £200k to £250k. The Executive sought approval for the commencing the procurement and commencing the work should the College be successful at stage 1.</p> <p>On enquiry it was confirmed that it was not necessary to await agreement to proceed before commencing the procurement of advisers.</p>	
<b>RES 10</b>	<i>The Resources Committee agreed that the Castlereagh Redevelopment proposals be sighted by the Governing Body with a recommendation that they had the support of the Resources Committee.</i>	<b>Chair</b>
<b>R 37 16/17</b>	<b>IT Update including Presentation on Cyber Security</b>	
	<p>The HIT confirmed that all 16/17 deliverables were green and on track save for the implementation of the new IT structure within Castlereagh (amber) however progress on IT recruitment from within had been made.</p> <p><i>Systems, Technology and Services Project</i></p> <p>The HIT updated members on the sector wide Systems, Technology and Services Project to replace core College systems which would take five years to deliver. He noted that the Minister had yet to sign off the business case thus delaying contract and procurement awards and within the project the risk assessment was red. He confirmed that if the risks materialised then the systems would be unsupported; software could run but not be upgraded. He also noted the sector wide ownership and that decisions as to future contingency e.g. extending the contract for hardware, could not be taken by BMC alone. Post election and in the absence of normal government, there was the possibility of civil service signing off the business case. While it was recognized that this should be flagged to the Governing Body there was recognition also that the College was powerless in the current political situation.</p> <p><i>Cyber Security</i></p> <p>The HIT updated members on cyber security and began by locating BMC systems in relation to the WWW, JANET, and the cloud. He detailed the threats and sources, countermeasures and emphasised that it was primarily a business problem. As of now BMC were okay but BMC could not stand still. On enquiry he noted BMC's failure to recruit an IT Security Officer given the salary on offer, and noted also the options which included a managed service. He noted also the preparation of a business case to secure the necessary funding.</p>	
<b>RES 11</b>	<i>The Resources Committee agreed that a paper on managed printing be presented to the next meeting.</i>	<b>HIT</b>

<b>R 38 16/17</b>	<b>Quarter 2 2016/17 Financials and Re-forecast</b>	
	<p>The Head of Finance presented an update on the college's financial performance for Q2 2016/17 and gave an overview on both the NDPB position and Financial Year position. The NDPB reforecast position to 31 March 2017 was an underspend of £391k, the Q2 revised forecast for financial year ended 31<sup>st</sup> July 2017 was projected to be over £260K over budget. The COO noted the Position on the College reserves.</p> <p>Overall it was confirmed that BMC were on track to deliver to the NDPB budget by the end of March 2017.</p>	
<b>R 39 16/17</b>	<b>Non FLU Income</b>	
	<p>The Head of Business Development summarised actual income in the first quarter which was lower than budgeted by £1.19m due to lower income in fees and self-financing programmes, DfE grants other and traineeships. The full year reforecast was £751k lower than budgeted with the main variance within fees and self-financing programmes, with a number of large scale bids submitted and awaiting results. An estimated contribution of £301k was forecast for the year.</p> <p>The DD updated members on the NIPS contract and the upcoming SLA; and four recent large tenders which were unsuccessful on price having scored highly on quality and methodology.</p> <p>It was confirmed that there would be an official opening of the Belfast Business School in March 2017 with the possibility of a prestigious stateside speaker. On enquiry it was confirmed that training costs but not business school costs other than arising from product development were included in the return.</p> <p>Members noted a good report.</p>	
<b>R 40 15/16</b>	<b>AOB:</b> A Strategic Update presentation on Training tabled at the meeting was held over until the next Resources Committee meeting where possible future training routes would be discussed.	<b>DD HIT</b>
<b>R 41 15/16</b>	<b>Close of Meeting Evaluation:</b> "attendance to be improved."	
<b>R 42 15/16</b>	<b>DONM:</b> 24 May 2016	
	Signature:	Date:
	Chair	