

GOVERNING BODY OF THE BELFAST METROPOLITAN COLLEGE

**Minutes of the BMC Resources Committee meeting held on 18 September 2018
at 4.30am in the Board Room, Titanic Quarter Campus**

The following were present at the meeting.

Governors: Wendy Langham (Chair), Seamus Dawson, Kate Burns, Kathleen O’Hare, John McGrillen and Declan Crummey.

Officers: Elaine Hartin, Chief Operating Officer (COO), Laura Allen, Head of Finance (HoF), Damian Duffy, Director of Development (DD), Jonathan Heggarty, Director of Curriculum (DC) and Raymond De Largy, Head of Estate & FM (HoE)

Secretary: Andrea Browne

R.01.18/19	Apologies and Notice of AOB	
	Apologies were noted from Aidan Sloane, Head of Training and Siobhan Lyons, Head of Business Development. There were no AOB notified.	
R.02.18/19	Conflicts of Interest Declaration	
	In response to the Chair’s question no conflicts or potential conflicts were raised.	
R.03.18/19	Minutes of the Resources Committee Meeting of 19 June 2018	
	The Minutes of the Resources Committee Meeting 19 June 2018 were agreed.	
R.04.18/19	Matters Arising (Actions)	

	<p><i>R 47 17/18 Catering Update.</i> DD confirmed the tender was issued over the summer, responses have been received and a preferred bidder identified. An update of the business plan with recommendation on the preferred bidder will go to the Governing Body. Proposal will address loss making in Catering. Plan would be for transition between October and January with take over of the full service in January. Also involves to TUPE of staff. HoF confirmed the tender documentation included the request that the bidder will provide experience/training to the students</p> <p><i>R 47 17/18 TQ Sale.</i> See Agenda item 6.</p> <p><i>R 47 17/18 Properties Division.</i> See Agenda item 6.</p> <p><i>R 50 17/18 IT.</i> A&R Committee received a presentation on Cyber Security on 17 September 2018 and are content that measures are in place.</p> <p><i>RES 14 3 year Training forecast to be further fleshed out with actions, explanation of movements and variances, targets and milestones.</i> See Agenda item 10.</p> <p><i>RES 15 3 year Training forecast [Res 14] to be screened by Finance prior to its return to Committee in September 2018.</i> See Agenda Item 10.</p> <p><i>RES 16 Draft working budget to be presented to Governing Body on 27th June 2018.</i> Complete.</p> <p><i>R 54 17/18 Non Flu Income agenda item to be held over to September 2018.</i> See Agenda item 9.</p>	
R.05.18/19	Chairs' Business	
	The Chair confirmed she had a pre-meeting with the COO.	
R.06.18/19	COO's Business	
	<p><i>TQ Sale:</i> The COO noted in relation to the sale of the equity interest from Harcourt to Kajima Partnerships Ltd a positive offer has been made to resolve the outstanding issues. There will a TQ Advisory Committee meeting before the GB next Wednesday to discuss and bring forward the proposals to the GB meeting.</p> <p><i>Properties Division:</i> The COO noted that challenges continue and the College will continue to monitor. DfE have asked sector to write a business case to look at alternatives. To inform the business case internal audit have completed a sector wide review. R De Largy is leading the sector on completing the business case.</p>	
R.07.18/19	BMC 2017/18 Accounts	
	<p>The HoF outlined the financial results. Overall, the Group generated an operating deficit of £4.4m, which is ahead of the budget position of £5m deficit. Income was £59.9m an increase of 2% from 2016/17. Expenditure was £63.9m an increase of 3% from 2016/17. The HoF outlined the movements. The College continues to maintain tight budgetary control. The accounts are in line with expectations and at the end of Q3. On balance sheet the reserves have increased by £11m due to improved cash position, revaluation of buildings and pension provision movement</p> <p>Issues around difficulties recruiting from the market in certain areas due to salary levels were discussed.</p> <p>NIAO Audit starts next week and will take 3-4 weeks.</p>	

RES1	Resources Committee asked CQE to look at the issues around recruiting.	DC
RES2	Main point of contact to be identified if someone is interested in working in the College.	DC
R.08.18/19	Estates Update (alternate with IT update)	
	<p>HoE outlined the close out of the 2017/18 business plan. The development of Castlereagh Campus is on hold while the Delivery Framework is being prepared and there remains the uncertainty around funding. The Sustainability Action Plan has been deferred to 2018/19. He also outlined the 2018/19 Business Plan</p> <p><i>Properties Division:</i> First draft business case on options for delivery outside of Properties Division will be with Principals in November/ December 2018.</p> <p><i>TQ Legacy Dispute:</i> Hoping to reach conclusion shortly.</p> <p><i>Castlereagh Fire:</i> The fire started in the NIE equipment in the electrical switch room. The site was without power for a week then on generator power. This weekend new electrical panel in place and as of yesterday power is back. Fault caused by NIEs own equipment. From a College point of view there was minimal disruptions. The Chair congratulated to everyone on managing the situation. HoF noted a separate cost centre has been set up so overall costs are identified i.e. staff parking, food wastage.</p> <p><i>Millfield incident:</i> HSE are investigating the incident when a contractor received an electric shock. It appears a previous contractor disconnected power to remove equipment which was subsequently turned on again. Thankfully the person has made a recovery. A claim has been received. HoF confirmed all the actions have been undertaken and Estate/Northwin improved processes around the management of contactors on site. Awaiting the outcome of the HSE investigation and do</p>	
	<p>anticipate a follow up inspection from them. HoE left at 5.40 pm</p>	
R.09.18/19	Non FLU Income	
	<p>DD gave a summary of actual at Q4. £200k higher than expected. Good year's outturn and some of the EU and ESF programme will generate income though with no margins.</p> <p>DD outlined the income Centre for Skills and Apps which is a 20% loss on training, partially balanced out by the 18% contribution from NIPS.</p> <p>DD outlined an opportunity to develop the civil service a public sector apprenticeship programme.</p> <p>DD noted the good start on non-FLU this year and opportunities coming in for next.</p>	
R.10.18/19	Training 3 Year Plan	

	<p>DD and DC outlined the uncertainty of the new Traineeship funding and delivery model from DfE. Have been informed now that TfS will continue until July 22. Traineeship are due to go live in Sept 2019 so both programme will run. Slightly different cohorts.</p> <p>The Chair confirmed she has met DD and a there is a substantial financial model supporting the training figures here. She is confident that this work is going on.</p> <p>Discussion of 3 year model deferred to next meeting to facilitate this uncertainty to be factored in and full review by Finance. <i>6.15 pm DD and KOH left the meeting</i></p>	DD/DoT/ COO
R.11.18/19	Budget 2018/19	
	<p>HoF outlined the 2018/19 budget highlighting the key adjustments to achieve the approved £5m deficit.</p> <p>Discussion ongoing with DfE as cannot align to DEL resource allocation, as targets approved required an additional £2m funding which was not provided. DC noted that the College can hit and exceed the target and grow HE but funding allocations between the colleges are based on historic allocations rather than matching demand and delivery. Belfast Met was the only college to meet the MaSN target last year, and one of 2 to meet full FLU target.</p> <p>COO reported that DfE has told the colleges to model 5% cuts for next year. The scale of cut is massive. At this scale it is suggested that decision would be required around changes to policy if not able to fund current policy.</p>	
RES3	The Resources Committee recommended that the budget should go forward to the Governing Body.	Chair/ COO
R.12.18/19	AoB	
	None.	
R.13.18/19	DONM: 26 November 2018	Secretary
	Signature: _____ Date: _____	
	Chair	

Meeting finished at 6.40 pm