Governing Body
Resources Committee

Belfast Metropolitan College Resources Committee **4 pm 4 June 2025 in the Boardroom, Titanic Quarter Campus and via Microsoft Teams** **Minutes (Draft 4 June 2025)**
Committee Members: Seamus McGoran (Chair); Yvonne Murphy; Lauren McAteer; Michael Mearns; Michael McKernan; Tom Hesketh; Damian Duffy, Interim Principal & Chief Executive and Alex O'Neill. **Management:** Aidan Sloane, Chief Operating Officer (COO); Siobhan Lyons, Interim Director of Development and Partnerships (IDDP); Fiona Dempsey, Interim Director of Curriculum & Learner Success (IDC), Paula Graham, Director of People and Culture (DPC); Kristian Kinnaird, Head of IT and Digital Services, (HOIT) Laura Allen, Head of Finance (HF); Peter Kane, Head of Estate and Facilities Management (HEFM). **Secretary to the Governing Body:** Jim Woods

RC57 24-25	**Quorum, Apologies, Welcome, Conflicts of Interest, Notice of AOB and Leadership Culture** **Quorum**: The meeting must be quorate under the terms of Section 6.2 of Terms of Reference V5 of the Resources Committee approved by the Governing Body on 11 December 2024 (2 Governors). **Welcome:** S McGoran welcomed Paula Graham to the Resources Committee meeting and explained that he had been asked to Chair the meeting as Mr Dawson's term of office had now expired. In line with best practice guidelines, he would not be attending ARAC. **Apologies:** Received from Janis Leaden **Conflicts of Interest**: Participants reported no perceived, potential, or actual conflicts of interest under the terms of Section 8.1 of the Belfast Metropolitan College Governing Body Standing Orders V5 approved by the Governing Body 11 December 2024. **AOB:** No Items of AOB received at date of issue. **Leadership Culture:** The meeting is conducted with creative and courageous conversation in an atmosphere or culture of challenge and respect in line with our code of conduct.

Minutes Draft	
RC58 24/25	**Minutes of the meeting held on 5 March 2025** The Committee approved two sets of minutes of the previous meeting both opened and closed. ***Alex O'Neill joined the meeting at 4:08***
RC59 24/25	**Matters Arising from the minutes of the meeting held on 5 March 2025** All matters arising are on the agenda of this governance meeting.
RC60 24/25	**Governance Guidance and Information** As an interim measure Mr McGoran will chair the June 2025 meeting and in accordance with a segregation of duties, he will not attend the Audit Risk & Assurance Committee this month. The information was noted by management and accounts will be prepared accordingly.
RC61 24/25	**Notification of change to the internal control environment under Section 12d of Governing Body Standing Orders V5 22 June 2022** All colleges have received an advisory note of the charitable status. A link has also been provided on the format for the renumeration Report 2024-25. The Committee noted the changes to the internal control environment relevant to the work of the Resources Committee.
RC62 24/25	**Chair's Business** There was no Chairs Business.
RC63 24/25	**Financial Results to 31 March 2025 Accounting Period 8 and NDPB Month 12** COO and HF took members through the report in detail outlining the: • 31 March outturn has come on target. • The year-to-date income is slightly ahead of that budgeted. • Expenditure is also ahead of that planned due in part to payment of lecturers pay award and in line with planned reprofiled expenditure. • Staff and Non-Staff Costs analysis was provided and discussed. • Cash Monitoring which is within the recommended limits. • Capital expenditure over 11 approved projects. • Members were assured that there are no issues with the accounts. The Committee noted the update on income and expenditure to date.

Minutes Draft	
RC64 24/25	**Reforecast Report at Q3 2024/25** COO present the forecasted budgets to 31 July 2025 which are within the thresholds. The Committee approved the forecasted position the information provided, and the action taken by Management.
RC65 24/25	**DFE Draft Budget Allocation 2025-26** COO took members through the allocation for 2025-26 in some detail outlining the salient points. The Committee approved the allocation for 2025-26 and recommended it for approval at the Governing Body. ***A O Neil left the meeting at 5:15***
RC66 24/25	**Estate and Facilities Management Report - Quarter 3 2024/25** HEFM took members through the estates report, highlighting the following salient points: • Estates Strategy part of a ten-year plan is reviewed on an annual basis. • Castlereagh Strategic Outline Case (SOC) is progressing with the agreed long list of options progressed to to short list in line with Business Case methodology. The SOC will be presented to the Governing Body later this month. • Consolidation works - Phase two of a central shared service centre project has progressed with further corporate services now based in Springvale. • ESOL provision has transferred to Millfield where estates works have completed, the Centre will open in September 2025. • Millfield Reversion – the final condition survey is being conducted as scheduled andin the interest of best governance practice. • The College has been recognised in two external awards for sustainability. No new risks to strategic or operational KPIs were identified. The Committee noted the information provided and the action taken by Management. ***M McKernan left the meeting at 5:20***
RC67 24/25	**IT & Digital Services Report – Quarter 3 2024/25** HOIT took members through the IT and Digital Services Report Q3 2024/25 highlighting the following salient points: • High standards of delivery performance with all categories above 99%. • Projects and initiatives update focusing on the continued roll out of Windows 11 as Window 10 will no longer be supported as of October 2025. • The College was reaccredited with both Cyber Security Essentials and Cyber Essentials Plus in Q3. • Members relayed that they were undertaking Cyber Security risk awareness training.

Minutes Draft	
	No new risks to strategic or operational KPIs were identified. The Committee noted the information provided and the action taken by Management.
RC67 24/25	**Any other notified business** There was no other business.
RC68 24/25	**Meeting Feedback** **Leadership Culture:** Chair sought feedback as to how well we lived up to our aspirations, the meeting is conducted with creative and courageous conversation in an atmosphere or spirit of challenge and respect in line with our code of conduct. There was consensus that the meeting had been conducted accordingly.
RC69 24/25	**Date of next meetings for the Governance Programme 2024/25**: Wednesday 4 September 2025 The meeting ended at 5:45 pm.

Governing Body Attendance Report and Governing Body Member Assessment 2024/25	
Participation at RC28 24/25 Resources Committee Meeting held 5 March 2025	
In-person in the Board Room, Titanic Quarter Campus	**via MS Teams**
Seamus McGoran	Alex O'Neill
Tom Hesketh;	Michael McKernan
Damian Duffy	Lauren McAteer
Michael Mearns	
Yvonne Murphy	