



**MINUTES OF THE TRC  
RESOURCES COMMITTEE MEETING**

**MONDAY 17 MARCH 2014**

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**PART I**

The Chair welcomed Mr Grice to his first meeting and introductions were made.

**PRESENT**

Mr P Jagger MBE (Chair); Dr P R Williams; Mr J Ellis; Mr S Kirk, Mr T Grice.

**In Attendance:**

Ms A J Oaks, Clerk to TRC Corporation

Mr M Patterson, Vice Principal Finance & Resources

**APOLOGIES**

14.01 There were no apologies received.

**DECLARATIONS OF INTEREST**

14.02 Members were reminded of the need to declare any interests. No interests were declared in respect of agenda items however, members reserved the right to declare an interest at any stage of the meeting. Mr Grice declared an interest in Agenda item 6.1 as he is a life member of the Rotherham Hockey Club.

**MINUTES**

14.03 The Minutes of the meeting held on 2 December 2013 (Part I) were agreed as a true and accurate record and were signed by the Chairman.

**MATTERS ARISING**

14.05 Members received a list of actions arising from previous meetings and noted the Legal expenses Policy issue had been completed.

**MANAGEMENT ACCOUNTS FOR JANUARY 2014**

14.06 The Management Accounts for October were received for consideration. The VP F&R provided details of major variances, which were in salaries and catering, the latter being due to the impact of Tesco adjacent to the college as previously reported. However an £8k surplus was shown for catering. Following several questions from Governors regarding the catering service, the VP F&R stated that the College had explored several options to increase interest in the college's catering facilities and hoped that the new Catering Manager once appointed would introduce new menus to encourage students to stay in College. Following further discussion the VP F&R commented that due to the size of the college it would not be a financially viable option to tender for external services.

- 14.07 Governors commented on enrolment numbers and impact on costs, particularly the staff to income ratio. The VP F&R advised that due to all services being provided in house, the ratio was high compared to many other colleges. Governors acknowledged the likelihood of further funding cuts and the implications of this for the College's finances, as noted in the discussions at the Away day in January. The Principal commented that matters had moved on a great deal since then and that the recent Ofsted had helped significantly in terms of marketing and the potential for attracting students both locally and from a wider catchment area. He added that the College would continue to develop its links with local schools, particularly those with no sixth form. He added that he was seeking a discussion with the Head of Wickersely over an agreed approach to post-16 information, advice and guidance in the town.

The Report was noted and received.

## **ESTATE MATTERS**

### **Accommodation project update**

- 14.07 The VP F&R provided an update on the IT network upgrade. Some issues remained to be resolved and it was hoped the transfer to the new server would take place over the Easter period. Mixed views from staff piloting the use of laptop/tablet hybrids had been received therefore further consideration was to be given to their use, although in the context of further funding cuts the costs were considered restrictive.
- 14.08 Further discussion took place with regard to the Wi-fi system. The VP F&R advised that consideration was being given to installing it in the summer, as the majority of students had access through use of their own devices. Following questions from Governors with regard to learners with insufficient resource to finance a smart phone or device, the VP F&R confirmed that financial support was available to those learners eligible through the bursary fund. Currently students and staff had full access to the network at college and at home.

### **All Weather Hockey Pitch**

Mr Grice's interest was noted.

- 14.09 The VP F&R provided an update on the current position, including financing of the project. The size and surface of the pitch had been determined and all parties were in full support of the preferred location at TRC. A meeting was due to take place the following week with the Hockey Association to discuss a potential grant application. Governors considered the financial projections and risks associated with the project, which would be minimal if the College were successful with 100% grant funding. Members noted that the project had great potential to enhance the College's reputation in terms of its Sports provision and were therefore supportive of the College's approach to continue negotiations with the Hockey Club regarding a revised offer of financial support.

The report was noted and received.

## **HEALTH AND SAFETY**

### **Insurance and Health and Safety Report**

- 14.10 The Committee received a comprehensive report from Insurance provider UMAL following their two yearly extensive health and safety inspection covering the site, systems and paperwork. The full report had been circulated to Governors prior to the meeting. Referring

to the findings within the Report, the VP F&R stated that the template used by UMAL applied mainly to the University sector and as such many of the recommendations were not applicable to a small organisation and it was therefore not possible to achieve a top grade in terms of their scoring system. Following questions raised by Governors regarding the recommendation on the Disaster Recovery plan, the VP F&R explained that the site being small considerably lowered the risk. This was accepted.

- 14.11 The report concluded that the College had achieved a higher than average score, being graded top in 26 out of 31 categories, and grade 2 in the remaining 5. Governors acknowledged the report's findings and conclusions which demonstrated robust systems in place.

The Report was noted and received.

#### **DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 23 June 2014 at 5.30 pm.

Signed \_\_\_ P Jagger \_\_\_\_\_ Chair

Date \_\_\_ 16 June 2014