



MINUTES OF THE TRC RESOURCES COMMITTEE MEETING

MONDAY 22 JUNE 2015

PART I

PRESENT

Mr P Jagger MBE (Chair); Dr P R Williams; Mr T Grice.

In Attendance:

Mrs E Pickering (Acting Clerk); Mr M Patterson, Vice Principal Finance & Resources.

APOLOGIES

14.100 Apologies were received from Mr S Kirk

DECLARATIONS OF INTEREST

14.101 Members were reminded of the need to declare any interests. Members reserved the right to declare an interest at any stage of the meeting.

MINUTES

14.102 The Minutes of the meeting held on 9 March 2015 (Part I) were agreed as a true and accurate record and were signed by the Chairman.

MATTERS ARISING

14.103 Members received a list of actions arising from previous meetings and noted that all had been completed.

FINANCIAL MATTERS

14.104 MANAGEMENT ACCOUNTS FOR MAY 2015

The management accounts were presented to members. As reported earlier this year the main variances are caused by the increased number of students enrolled in September 2014 for whom funding will not be received until 2015/2016 academic year. There were no other areas of concern in the accounts and it was noted that the catering department is set to exceed its budgeted surplus. The members were also informed that it is unlikely that the Sports Centre will achieve as large a surplus this year due to competition from new low-cost gyms opening in Rotherham.

The Management Accounts for May 2015 were noted and received.

The members asked the VP (F&R) to consider whether changes need to be made to how the management accounts are presented to the Corporation when the change to the Corporation meetings are made next academic year. Tony Grice to meet with M Patterson to discuss.

14.105 **FINANCIAL PLANS 2015/16 – 2017/18**

The Vice-Principal Finance and Resources provided a summary of the Financial Plans and Commentary document for the next 3 financial years. This outlined the key points for consideration by the committee.

- Funding for 2015/16 is secure but future years will depend on the Government spending review in late 2015.
- Although the demographic trend is downwards applications for September are looking strong.
- A small surplus is forecast for the next two years, although this is dependent on certain assumptions including further staff savings and no pay rise in 2017/18. No decision will be taken on all of the issues raised in the paper until Autumn 2015.

The paper was discussed at length and options considered. They noted the student figures forecast for the next three years and were told that the applications figure for 2015 was now 1359 at 1 May 2015, an increase of 54 from the 1 April 2015 figure in the document. They noted that the College's self-assessment grade for financial health is Good and projected to be outstanding in the next two years

The members asked how the Corporation would know that a critical point in funding had been reached. The Principal told them that there were many factors involved that the College SMT were monitoring and the Corporation would be kept informed.

RESOLVED That the Financial Plan for 2015/16 to 2017/18 as presented be recommended to the Full Corporation for approval.

14.106 **FINANCIAL HEALTH GRADE**

The members received a letter from the Education Funding Agency confirming the College's Financial Health Grade as Good.

14.107 **FEES POLICY AND COURSE FEES**

The Committee received the Fees Policy for the coming year for consideration. The only change relates to an increase in the cost of replacement ID cards from £3 to £5 and a £1 increase in the evening language classes. The Principal would continue to use his discretion to vary the policy and waive fees for a student in exceptional circumstances.

RESOLVED That the Tuition Fees Policy for 2015/16 be recommended to the Full Corporation for approval.

14.108 **VFM ACTION PLAN 2015/16 REPORT 2014/15**

The VP F&R presented the report to the committee. No areas of concern were highlighted and the members noted the success of the introduction of the support staff tutorial system which was also commented on in the recent Learner Satisfaction Survey.

The members noted the report.

ESTATE MATTERS

14.109 The Vice-Principal Finance and Resources informed the meeting that England Hockey had still not responded to the application for funding. The project is still included in next year's budget.

HEALTH & SAFETY MATTERS

14.110 The Committee received an analysis of accidents at the College between 25/2/15 and 10/6/15 and any action taken. Only one required management action and this related to a member of staff who had been injured after an office had been re-arranged

The members noted the report.

SAFEGUARDING & CHILD PROTECTION POLICY AND ANNUAL REVIEW

14.111 The Committee received the policy and annual review as presented by the Principal. The changes in the team dealing with safeguarding were noted. A presentation on Safeguarding will be made to the Corporation at the start of the 2015/16 academic year. A presentation on the 'Prevent' agenda will be made to the next Corporation meeting.

RESOLVED That the Safeguarding Policy and annual review for 2015/16 as presented be recommended to the Full Corporation for approval.

RECOURCES COMMITTEE SELF-ASSESSMENT

14.112 The Committee felt that as the Corporation structure was changing next year that it was not necessary to carry out a self-assessment review this year.

CHANGE OF NAME OF COLLEGE SOLICITORS

14.113 The Committee noted that the College solicitor SGH Martineau has merged with another firm of solicitors and will now be known as Shakepeare Martineau. This will have no effect on the service given to the College.

DATE AND TIME OF NEXT MEETING

14.114 The date of the next meeting is to be arranged

Signed _____ Chair

Date _____