
MINUTES OF THE THIRTEENTH MEETING OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD AT THE LIMAVADY CAMPUS ON WEDNESDAY 24 JUNE 2009 COMMENCING AT 5.00PM

PRESENT: Mr H Faulkner (Chair)
Mr M Agnew
Mrs J Doherty
Mr L Gallagher
Dame Geraldine Keegan
Mrs M Lestas (until 6.05pm)
Prof F Monds
Mr S Murphy (Director)
Mr W McBride
Mrs G McCafferty
Mr D McMahan (from 5.15pm)
Mr A O'Connor
Mr A Rainey (until 5.35pm)

IN ATTENDANCE: Mr D McClelland (Secretary)

13.1 APOLOGIES

Apologies were received from Ms E Cavanagh and Mr A Smyth.

13.2 MINUTES OF THE MEETING HELD ON 29 APRIL 2009

It was proposed by Mrs Doherty, seconded by Mrs McCafferty, and agreed that the minutes were an accurate record of the meeting.

13.3 MATTERS ARISING

12.4 Quality Documents. The Secretary reported that these had been considered by the Staffing Committee at its meeting on 1 June 2009.

It was agreed that item 13.6 be taken at this point in the meeting.

13.4 STAFFING COMMITTEE REPORT (Ref: SC Draft Minutes – 1 June 2009)

In relation to the meeting held on 1 June 2009, the Committee Chair thanked Mrs Doherty for chairing it in her absence. She also drew members' attention to the recommendations contained in the draft minutes

- that the Associate Lecturer agreement be accepted and
- that requests listed from members of staff be approved.

The Chair then referred to the special meeting of the Committee held prior to the present Governing Body meeting. She explained that UCU had requested that the Governing Body reconsider its decision taken at its meeting on 29 April 2009 that severance for redundancy be on the basis of the College's

ACTION

Secretary to publish approved minutes

legal and contractual obligations. The Committee was recommending to the Governing Body that the previous decision be upheld.

It was proposed by Dame Geraldine Keegan seconded by Mrs Doherty and agreed to adopt the draft minutes of the Committee and to approve the 3 recommendations listed above.

13.5 **AUDIT & RISK COMMITTEE REPORT (Ref: Note of informal meeting – 15 June 2009)**

The Committee Chair explained that it had not been possible to hold the Committee meeting due to it being inquorate. However issues which arose during informal discussion included:

- The need to increase membership of the Committee. Members of the Governing Body agreed that Mr Gallagher would transfer from the Finance and General Purposes Committee to the Audit Committee and that Mr McBride would join the Audit Committee.
- The Committee Chair had emphasized the need for meeting papers to be with members in advance of meetings rather than being tabled on the day.
- The request from External Audit that he has sight of first draft of Committee minutes. The Governing Body agreed that the present procedures for formulating minutes should be maintained.

13.6 **FINANCE & GENERAL PURPOSES COMMITTEE REPORT (Ref: FC Draft Minutes – 15 June 2009)**

The Committee Chair referred members to issues contained in the draft minutes

- DEL Guidance on investment. The Director reported that he was still awaiting a reply.
- Management accounts. The Committee Chair indicated that the Committee was satisfied that the accounts were in order although long term issues were a cause for concern (see below)
- Draft budget 2009/10 to 2011/12. The Committee Chair expressed the Committee's concern about the financial position in the long term mainly due to increasing staff costs (including the high level of sickness amongst teaching staff) which were not being matched by corresponding increases in income. The Director indicated that efficiency gains as part of the new contract were being addressed and that patterns of staff absences were being investigated.
- Harmonisation of Estates Services Delivery. The Committee Chair indicated that this was a complex issue which required more detailed examination. It was planned that a delegation of members and senior management would meet with the consultants after which a further meeting of the Committee would be convened.

It was proposed by Mr Rainey, seconded by Prof Monds and agreed to adopt the draft minutes of the Committee including the recommendation to approve the budget for 2009/10 to 2011/12.

ACTION
Secretary to organize further meeting of the Finance Committee

13.7 CHAIRMAN'S BUSINESS

The Chair referred to the following matters:

1. He had received a letter of appreciation from Claire McGill MLA following a meeting with the Vice-Chair and Director on the need for new build at the Strabane Campus.
2. He informed members that he, with others, would be meeting the Permanent Secretary at the annual discussion on accountability.
3. Review of Assistant Directors' Salaries. After discussion it was proposed by Mrs Doherty seconded by Mr O'Connor and agreed to approve the Director's recommendation.

13.8 DIRECTOR'S REPORT (Ref: Papers GB13.8, EC9.6, EC9.7 & EC9.8)

The Director referred to the following matters

1. Education Committee Issues
 - Strabane Campus development. It was proposed by Prof Monds seconded by Mrs McCafferty and agreed that the Governing Body was still fully supportive of its previous decision that there was an urgent need for a new build at Strabane.
 - ETI Inspection Report - College Action plan. Members noted the contents of the plan and also that the Education Committee would be responsible for monitoring its implementation.
 - College Development Plan: FLU update. It was proposed by Mr McMahon seconded by Mr McBride and agreed to approve the amended FLU numbers which met the agreement reached between DEL and the College.
2. Regional Industrial Relations Issues

The Director reported on the agreements reached with Staff side on the issues listed in the paper. The Chair commented on the role played by the Director and the Assistant Director (Human Resources) in bringing about these agreements. He added that other colleges in the sector were very appreciative of the work undertaken. Members wished to record their thanks to the Director and Assistant Director.
3. Learndirect

The Director referred to the National Award gained by the College.
4. Events Update

The Director highlighted the achievements of the College over recent months including the involvement of students and staff in raising funds for charity.

13.9 KEY PERFORMANCE INDICATORS (Ref: Paper GB13.9)

The Director referred to the targets already set within the College Development Plan and measures to be monitored by Committees of the Governing Body. He had identified 17 key performance areas which he would develop further by adding time bound targets for each. Members agreed the matter should be developed in the manner suggested and that progress should be monitored on a half yearly basis.

ACTION

Director to develop key performance indicators

13.10 PROCEDURES, GUIDELINES AND POLICIES

The Director indicated that legal advice was still forthcoming on the matter and that he hoped to be in a position to present a paper at the next Governing Body meeting.

13.11 SECRETARY'S BUSINESS

No business was conducted under this heading.

13.12 CORRESPONDENCE

The Chair referred to correspondence he had received from DEL. Members noted that DEL considered the matter was now closed.

13.13 ANY OTHER BUSINESS

The Chair wished members an enjoyable summer break. It was agreed that should any emergency arise over the summer period the Chair, the Vice-Chair and Director could exercise executive powers.

ACTION

Director –
to develop
paper
relating to
procedures,
guidelines
and
policies

Date of Next Meeting: Wednesday 23 September 2009 at 5.00 pm at the Strand Road campus.

This being all the business the Chair closed the meeting at 6.25 pm.