
MINUTES OF THE TWENTY FOURTH MEETING OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD IN THE STRAND ROAD CAMPUS ON WEDNESDAY 28 SEPTEMBER 2011 COMMENCING AT 5.00PM

PRESENT: Mr H Faulkner (Chair)
Mr M Agnew
Ms E Cavanagh
Mrs J Doherty
Mr G Finnegan
Dame Geraldine Keegan
Mr G Killeen
Mr D Limb
Mr W McBride
Mr S McGregor
Mr D McMahon (from 5.25pm)
Prof F Monds
Mr S Murphy (Principal and Chief Executive)

IN ATTENDANCE: Mr D McClelland (Secretary)

The Chair welcomed members to the meeting. In particular he welcomed Mr Finnegan, Mr Killeen and Mr McGregor to their first meeting of the Governing Body and said that he was confident that their expertise would make a valuable contribution to its work

24.1 APOLOGIES

Apologies were received from Mr Gallagher and Mr Smyth.

24.2 DECLARATION OF INTERESTS

No member declared a conflicting interest in the business of the meeting.

24.3 MINUTES OF MEETING HELD ON 29 JUNE 2011

It was proposed by Mr Agnew seconded by Mr McBride and agreed that the minutes were an accurate record of the meeting.

Action: Secretary to publish approved minutes asap.

24.4 MATTERS ARISING

23.7 The Principal reported on a legal matter relating to the College estate.

24.5 AUDIT & RISK COMMITTEE REPORT (Ref: AC Draft minutes – 19 September 2011)

The Committee Vice-Chair presented the draft minutes of the Committee. The matters he referred to included:

- The resumption of presentation of schools' risk registers
- The Internal Audit review of procurement which had been given a 'satisfactory' assurance rating
- The IA annual report for 2010/11 which had given the College an overall 'substantial' rating
- The IA plan for 2011/12 which was being recommended by the Committee

- The External Audit strategy for 2010/11. The Principal indicated that the audit had already commenced
- The initial consideration given to the draft annual accounts 2010/11.

It was proposed by Prof Monds seconded by Mr Agnew and agreed to adopt the draft minutes and to approve the recommendation to agree the IA Plan for 2011/12.

The GB Chair then referred to the 2 issues described under AOB of the draft minutes. In relation to the investigation being carried out by PwC, he anticipated a final draft report soon. The report would be considered by the Audit & Risk Committee who would make recommendations to a meeting of the Governing Body.

24.6 STAFFING COMMITTEE REPORT (Ref: SC draft minutes – 19 September 2011)

The Committee Chair referred members to the draft minutes of the Committee meeting. She mentioned:

- The Steps to Work programme and the discussion on members' participation in appointments panels
- 'Listening to Staff' survey and comments received from staff. An action plan was being developed at present. In answer to a question, the Principal said that the comments received would be made available to staff as part of the consultation with them along side the proposed action plan.

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 following recommendation:

- The request from 1 member of staff for a year's secondment.

24.7 CHAIRMAN'S BUSINESS

Chair of the Governing Body – Four Year Report

The Chair considered that this was an important document as it reflected significant developments which had taken place in the first four years of the College's existence. In particular, there had been major expansion in the delivery of education and training with an overall 43.82% increase in provision. This growth had been achieved within a virtually static budget spend in real terms over the four years. These significant increases in efficiency had been complemented by the high standard of classroom delivery and quality support services reflected in the outcomes of independent auditing by the Education and Training Inspectorate, the Quality Assurance Agency (for higher education) and the Internal Auditor. Over the four year period, substantial investment had been made on curriculum projects and additional capital equipment as well as new estate established particularly the new Foyle Building and on the Strabane campus. The Chair said that one disappointing aspect of the four year term was the continuing non-involvement of one section of the staff in the consultative process although efforts had been made to rectify the situation. However the Governing Body would be striving to find a way forward on this issue. The Chair ended his report by thanking the Senior Management Team for their leadership in a period of change, middle managers for their help in delivering change and all staff who had co-operated with management in providing an expanded quality service to the region.

24.8 PRINCIPAL'S REPORT (Ref: paper GB24.8)

In his report the Principal mentioned:

- End of Year Update which showed improvements over the year in course delivery, budget spend, inspection reports, internal audit reports and the 'Listening to Staff' survey.
- Good News stories which included success by Adrian Canning, a College student in winning the gold medal at the UK SkillElectrics final in Leeds. Members of the Governing Body congratulated Adrian and the staff involved on this outstanding achievement.

24.9 SECRETARY'S BUSINESS

1. The Secretary thanked members for returning updates of their contact details.
2. He also thanked members for providing updates for the members' Register of Interests.
3. Membership of the four standing Committees was agreed.
4. Members requested that each Committee reviewed its own terms of reference and reported back at the next Governing Body meeting.

Action: Secretary to organise review of each Committee's ToR at their next meeting.

24.10 CORRESPONDENCE

None

24.11 ANY OTHER BUSINESS

Members agreed that 'Any Other Business' would no longer be a standing item on Governing Body and Committee agendas. Any matter requiring attention and not a substantive item on the agenda would be taken under 'Chairman's Business'.

Date of next meeting: Wednesday 23 November 2011 at 5.00pm in Limavady Campus.

This being all the business the Chair closed the meeting at 5.50pm.

Signed: _____ (Chair)

Date: 23 November 2011