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**MINUTES OF THE THIRTY SIXTH MEETING OF THE EDUCATION COMMITTEE OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD IN MEETING ROOM 1, TOWER BUILDING, STRAND ROAD CAMPUS ON TUESDAY 05 APRIL 2016 @16:00**

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**PRESENT:** Mr M O’Kane (Chair)  
Mr P Canavan  
Mr R Kelly  
Mr S McGregor  
Mr L Murphy (Principal & Chief Executive) from 16:05  
Mr B Quinn

**IN ATTENDANCE:** Mr D Kinnaird (Vice Principal, Curriculum & Information Services) until 17:10  
Mr P McKeown (Director of Finance & Economic Engagement) until 16:35  
Mrs É Doherty (Governance Secretary)

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The Chair welcomed everyone to the meeting

**36.1 APOLOGIES**

Apologies were received from Mr M Cooper.

**36.2 CONFLICT OF INTEREST DECLARATIONS/DECLARATIONS OF ANY OTHER BUSINESS**

No conflict of interest declarations were made. There were no declarations of any other business.

**36.3 MINUTES OF THE MEETING HELD ON 02 FEBRUARY 2016**

It was taken that the Minutes were read and were an accurate record of the meeting.

**PROPOSED;** Mr S McGregor

**SECONDED;** Mr P Canavan

**36.3.1 MATTERS ARISING**

**34.6.3 Strategy Day Update**

The Director to provide indicators to define ‘the best College’ and report to the next Committee meeting.

**Action: After discussion it was agreed that the Principal will liaise with the Chair and the Vice Principal and draft a paper to be brought to the Education Committee meeting in June.**

The Vice Principal stated he considered that the outcomes of inspections were the best indicators to define ‘best’.

**35.6 Management Report**

- It was agreed to ask the Director of Finance & Economic Engagement to prepare a Summary paper to provide members with some financial data on the potential cost of under delivery which may result from the demographic downturn, expected around 10%.
- To ask the Director to give an explanation to members as to how financial reserves are spent.

**Action: The Director of Finance & Economic Engagement was invited to the meeting to report on the above.**

The Director tabled a paper to members and with explanations brought members through some worked examples. The Director also gave examples of under delivery, the

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demographic downturn and the financial impact of these. The limitations of NDPB were highlighted.

The Director then took questions from members.

A member voiced his confidence in the well managed Colleges finances and thanked the Principal, the Director of Finance and all staff for their work.

The Chair thanked the Director for his report.

*The Director left the meeting at this juncture.*

- The Principal to report back on the outcome of the bi-laterals talks with DEL  
**Action: Item included in Management Report today Paper 36.6, Report 1.**
- HLA Report to be available at the April 2016 Committee meeting.  
**Action: Report available under 36.5, Report 3**

#### **36.4 CHAIR'S BUSINESS**

The Chair had no business to discuss.

#### **36.5 MANAGEMENT REPORT – VICE PRINCIPAL, MR D KINNAIRD (Ref Paper EC 36.5)**

##### **1. Bilateral Meeting with DEL – Report 1**

The Vice Principal reported the final 2015-16 estimate provided to DEL shows an under delivery of 125 FLUs (1.9%). It remains unclear if any claw back will come into effect as part of the budgetary process. This is the first time the College is showing an under-delivery.

The provisional FLU target from DEL for 2016-2017 is 6615, an increase of 3 FLU on 2015-16.

The Vice Principal indicated that the under delivery in 2015-16 together with the significant demographic challenges in 2016-17 will mean this target will be very difficult to achieve.

This provisional target includes full-time provision at Level 2 which may move to Youth Training which is funded separately. The impact of this would also decrease further the College's ability to achieve FLU targets at Level 2 full-time. DEL is aware of this issue.

It was also reported to DEL that the College now has the lowest part-time HE participation in the Sector.

##### **2. Outreach Pilot**

The Vice Principal reported that in an attempt to achieve the target FLU for 2015-16 and to widen participation, the College has engaged with the Neighbourhood Renewal Partnership and the two district Councils to address the financial barriers to participation. The Councils will cover the registration and accreditation fees and the College will waive tuition fees on accredited programmes. Initial enrolments have been encouraging.

##### **3. Interim Evaluation of HLA Apprenticeships – Report 3**

The Vice Principal reported a very strong verbal report was received from DEL on the many strengths of the HLA provision across the College. The area of Accountancy was particularly positive with a small number of areas for development in the area of Engineering. An Action Plan will be developed to address these areas. There is no grade attached to this evaluation.

##### **4. Phase 2 Longitudinal Inspection, Youth Training and Essential Skills Change Fund Initiative Youth Training**

Very strong feedback was also received in relation to both of the pilot programmes; Hairdressing and Health & Social Care. The provisional grades were 'Very Good' for the two pilot programmes and the overall College provisional grade in relation to Youth Training was of

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'High Capacity'. It was noted that this grade was the highest grade under the new scheme and this was an excellent result for a pilot programmes.

**Essential Skills Change Fund**

Verbal feedback noted the significant challenges the College had faced in setting up this programme at short notice. A better level of collaborative activity between the schools and the College was recommended. It was noted that although pupils received valuable enhancement to their learning, the aim of the programme did not target the specific group, but pupils from a wider range of abilities.

There is no grade attached to the Phase 2 Inspection and a written Report will follow.

The Chair thanked the Vice Principal for his report. *The Vice Principal left the meeting at this juncture.*

**5. Scrutiny Inspection of the Self-Evaluation and Quality Improvement Planning Processes - Report 5**

The Principal reported that he attended along with the Committee Chair a meeting to receive feedback from the scrutiny inspection which took place in February 2016. The report included main strengths, areas for improvement and key priorities for development. An Action Plan will be developed for the areas for improvement.

The overall outcome for the inspection was a grade of 'Confident'.

**6. College Development Plan- Operational Plan – Report 6**

The Principal referred members to the January update of the College Development Operational Plan which has been mapped directly to the whole College Self-Evaluation Report and Quality Improvement Plan.

Members asked questions and a suggestion was made to include the traffic light system into future Plans for easier reference.

**AGREED ACTION; Future Reports to include the traffic light system.**

The Chair thanked the Principal for his report.

**36.6 CALENDAR OF MEETINGS 2016-17 – Paper EC 36.6**

Members noted the Paper.

**36.7 DRAFT MINUTES OF THE ACADEMIC BOARD MEETING, 2 DECEMBER 2015- Paper EC 36.7**

Members noted the Minutes.

**36.8 CORRESPONDENCE**

There was no correspondence received.

**36.9 AOB**

A member referred to the recent announcement from the Education Minister for funding to build a shared campus between Limavady High School and St Mary's Limavady. The project will provide two new shared facilities; a shared sixth form centre on the St Mary's school site and a shared STEM centre on the Limavady High School site.

Members wished to express their support for the project; however, concerns were noted on the impact on the existing College provision in Limavady.

**AGREED ACTION; The Principal to provide updates on the project through the Committee.**

That being the end of business the Chair thanked everyone and ended the meeting at 17:40.

**Date of Next Meeting:** Tuesday 7 June 2016 @4.00pm

**Signed** \_\_\_\_\_ **Chair**

**Date: 7 June 2016**