

Meeting: Planning & Resource Committee		Venue: College Board Room	Date: Monday, 14 February 2022	Time: 9.00am	
Minute Taken By: Pauline King		Sederunt: Duncan Robb (Chair), Brian Lister, Tommy Angus, Roddy Henry, Joyce Clark.	Apologies: DW. GH		Absences:
FOR DECISION					
No.	Agenda Item	Action	When	By Whom	Status
1.	Apologies and Welcome	Apologies were received from Dorothy Welch and Gary Husband. DR on behalf of the Committee sends best wishes to JK	14.2.2022 14.2.2022	JK PARC	Complete Complete
2.	Minute of Previous Meeting (Paper 1)	Minute of Meeting held on 1.11.2021 was approved as an accurate record.	14.2.2022	PARC	Complete
3.	Insurance Services	See B&R Manager report, Paper 2. (Other)	14.2.2022	JC	Ongoing
4.	Accessibility	Committee approved recommendation by TA to invite AccessAble to provide an audit, report and recommendations on premises, access and facilities.	14.2.2022	JC	Ongoing
5.	Matters Arising:				
	Update from Principal				
	SFC	The SFC has given the College a letter of comfort to secure the guarantee of an advance to prevent financial difficulties, to be available nearer the time when it is required. Original expectations were for March/April, though income from Language Schools and Young Persons Guarantee plus cash on account from the Trustees and the £50k bank overdraft facility may push this date back.	14.2.2022	RH	Information
	OA	A multi-year settlement in the 2023/24 Outcome Agreement is expected.	14.2.2022	RH	Information
	Trustees	The Principal reported that the Memorandum of Understanding will be	14.2.2022	RH	Information

		discussed at the Chairs meeting on 15.2.2022. The formulation of a Business Plan will help the relationship with the Trustees, describing areas of investment* and priorities and including environmental sustainability and financial sustainability. (*eg mezzanine and reception decoration, driveway repairs, all ensuite accommodation in the residences in addition to double glazing and heating upgrade).			
	Digital Project	The new hardware is expected in March	14.2.2022	RH	Information
	Review of Board	The principal reported that the External Effectiveness Review is taking place, with the appointment of Ron Hill. A paper is being drawn up for the Board meeting next week including feedback from the staff workshop, SMT views and the overall operating environment.	14.2.2022	RH	Ongoing
FOR DISCUSSION					
6.	Business & Resource Manager's Report (Paper 2)				
	HR	The B&R Manager spoke to paper 2 and provided additional information regarding drafting a local joint recognition agreement with EIS and UNISON. The points from the report were noted.	14.2.2022	JC	Information
7.	College Management Accounts (Paper 3)	The Business & Resource Manager spoke to the November 2021 Management Accounts and the following was noted:- Reduction in budgeted income from projected £75k is due to reduced student numbers (QMU HNC students). A sizeable YPG bid has been submitted and is currently waiting a decision from Finance at SFC. £12-£15k from the FWD Fund is expected and will be used for FOLAs to generate future demand. It was noted that the College is tied-in to the Energy Suppliers in the Framework.	14.2.22 14.2.22 14.2.22 14.2.22	JC JC JC JC	Ongoing Ongoing Ongoing Information

		The Principal reported a draft budget has been compiled which includes positives such as increased core grant from SFC for Rural Skills curriculum development through possible downturn in other Colleges' credits but also the impact on finances from the results of National bargaining and increases in Utilities.	14.2.22	RH	Information
8	Risk Register (Paper 4)	The Business & Resource Manager spoke to the Risk Register, including the addition of utilities position and storm impact on Woodland areas.	14.2.22	JC	Information
9.	Agenor Update	Information has been provided earlier in the meeting	14.2.22	JC	Information
10.	AOCB	None			
11.	Date of Next Meeting	Monday, 9 th May 2022, 9.00am - 11.00am.	14.2.22	PARC	Information