

**HERTFORD REGIONAL COLLEGE
RESOURCES & GP COMMITTEE
3rd March 2016**

**Members Present; Ian Cowin (Chair)
Tony Medhurst (Principal)
George Robertson
Mike Carver**

**In Attendance; Warren Gordon (By Phone)
Andrew Clare (Dep. Principal Finance & Resources)
Karen Fleet (Director of HR)
Olive Oliver (VP Information & Technology)
John Fowl (Clerk to the Corporation)**

285. To Receive Apologies for Absence.

Apologies were received from David Tweedie.

286. Declaration of Interests and to Notify Part 2 Agenda Items

There were no declarations and no additional Part 2 agenda items notified.

287. To Approve the Minutes of the Resources Committee held on 03/12/15.

The minutes were approved.

288. Matters Arising.

The Governors were informed that the Hertvec accounts should be agreed and signed by 12th March 2016. Once this was achieved the college consolidated accounts will be signed off by the auditors. The SFA are aware of the situation.

289. To Receive the Human Resources Report.

The content of the report was received and Governors noted the work that had taken place to produce a 'Values & Behaviour' policy.

The CK Assessment pension is now fully set up & is being managed on a monthly basis by the Operations Manager.

The restructuring amongst Head of Department posts has taken place in accordance with an earlier report to the Board of Governors. Three new Directors are in place and an advert for the Director of STEM & Service Industries is currently being posted.

The restructuring plan reported to the Board on 3rd December 2015, has resulted in 110 staff being placed 'at risk'. A total of 29 FTE staff posts will be lost in order to achieve the savings necessary to ensure that the operating outturn in 2016-17 is not a deficit. Voluntary redundancy is being offered and these are being dealt with on the basis of affordability. The Trades Unions have been advised of the situation and the planned process and deadlines.

Governors questioned the use of the term 'customers' in the Values and Behaviours policy and Karen Fleet agreed to give this consideration as part of the current consultation process.

It was **Resolved** that the report be received.

290. To Receive a Report on Subcontractors and Partnerships.

Olive Oliver informed the Governors that the overall college income targets were not being met and that there will be a shortfall in budgeted income.

To address this, Members were advised of the proposal to use a number of new sub-contractors and offer them contracts to make up the value of the allocation shortfall for Adult Skills Budget, 16-18 Apprenticeships and Advanced Learning Loans.

Due Diligence is being undertaken on the subcontractors Learning Curve, ULS, NCC Skills and TCHC prior to any contract being offered.

It was **Recommended** that, subject to the due diligence exercise, the Board approves the new contract with Learning curve for the Adult Skills Budget the others will be brought back to the next board meeting.

291. To consider the Budget Assumptions for 2016-17.

Governors received the Financial Plan that had been submitted to the SFA and the projected outturns for the years 2015-16 and 2016-17 were noted.
The College had self-assessed its financial health as part of the plan and Governors were told that this showed the College as having ‘Good’ Financial Health in 2014-15 with this dropping to ‘Satisfactory’ in 2015-16 before moving to ‘Outstanding’ in 2016-17.
The Committee was told that the College was repositioning itself in order to be able to better respond to the issues adversely affecting Apprenticeships and the expected introduction of the 16-18 levy.
Governors were told that the Financial Plan 2016-17 had been adjusted as part of this realignment in accordance with the assumptions contained in the report.

It was **Resolved** that the Committee;

- (i) Approves the updated Financial Plan 2016-17.
- (ii) The self-assessed financial health grades submitted to the SFA.

292. To Receive the Management Accounts – February 2016.

The Management accounts for the period to the end of February 2016 were received and the main variances in both income & expenditure were noted.
The accounts had been presented to the full Board on 24th February 2016 and there had been no further change to the figures.

It was **Resolved** that the Management Accounts February 2016 be received.

293. To Receive the Management Accounts for CK Assessment.

Members received the accounts which had been approved by the CK Directors and noted that the company was performing above the income levels budgeted.

It was **Resolved** that the CK Assessment Management accounts February 2016 be received.

294. To Receive a Verbal Report on HRC Cube and Transputec.

The Committee was informed that both companies were now closed down and that Andrew Clare will ensure that Companies House is notified that Mike Carver and Warren Gordon are no longer Directors.

295. Any Other Business.

There was no other business and the meeting moved to the Part 2 confidential agenda.

296. Date of Next Meeting

Thursday 23rd June 2016.

Signed.....

Date.....