

**HERTFORD REGIONAL COLLEGE  
RESOURCES & GP COMMITTEE  
25<sup>th</sup> June 2015.**

**Members Present;** Ian Cowin (Chair)  
Desdra Kingdon (Interim Principal)  
Mike Carver

**In Attendance;** Olive Oliver (Dir of Information Technology)  
John Fowl (Clerk to the Corporation)

**258. To Receive Apologies for Absence.**

Apologies were received from David Tweedie.

**259. Declaration of Interests and to Notify Part 2 Agenda Items**

Mike Carver & Desdra Kingdon declared that they are Directors of CK Assessment and HRC cubed.

**260. To Approve the Minutes of the Resources Committee held on 5<sup>th</sup> March 2015 and the EGM Minutes of 27<sup>th</sup> May 2015.**

The minutes were approved.

**261. Matters Arising.**

Olive Oliver informed the Committee that the Tottenham Hotspur FC (THFC) contract was progressing but as yet, Turnford school had not been informed by THFC of the involvement of the College.

A number of contractual points had been identified which the College legal advisers were working on and it was hoped to have them resolved for the Board to approve on 9<sup>th</sup> July. A letter of intent has been sent to THFC prior to the contract being agreed and signed.

**262. To Receive the Human Resources Report.**

Members were informed that the interviews for the post of Deputy Principal Curriculum & Quality had been successful and Jane Clarke has been offered the position.

Interviews for the new post of Director of Innovation had taken place but no appointment was made.

The consultation process regarding the re-structure of the Children's Centre has now finished. Hertfordshire CC has indicated that they are not expecting to pay for the cost of any redundancies whilst the College was expecting them to do so. It was felt that this may be down to an interpretation of the agreement entered into. Herts CC have agreed to bear the cost of the pension 'strain'.

It was **Resolved** that the Report be Received

**263. To Receive the Management Accounts May 2015.**

The accounts were currently showing a favourable variance of £618,000 and the main variances in the budget were outlined in the report.

It was **Resolved** that the Management Accounts for May 2015 be Received.

**264. To Consider the Budget 2015-16 and the 2 Year Financial Plan 2015-17.**

Due to the Commercial Sensitivity of this item it was agreed that the Minute should remain confidential.

**265. To Consider Amendments to the Financial Regulations.**

The Financial Regulations had been amended to include the majority of the suggestions put forward by Governors.

Each of the changes were considered and it was agreed that the proposal for the SLT to refer back to the Board for any transaction that is outside of the budget would be too restrictive operationally.

It was **Resolved** that the Financial Regulations as presented to the Committee be approved.

**266. To Receive a Report on Subcontract and Partnership Provision.**

The Committee was informed that the performance of the subcontractor RME had not been up to expectation and so the organisation will not be offered another contract in 2015-16. It was suggested that the Institute of Logistics be asked to suggest another provider.

The Internal Auditor had undertaken work for the subcontract & partnership work of the College and given it a Amber/Green audit opinion,

It was proposed that for 2015-16 the contracts offered should be with CK Assessment, John Laing Training Ltd, HCM, YMCA, Vision 2Learn and THFC.

**Proposed Partnership Activity in 2015/16**

	16-18 FT	19+ FT/PT	Apprentices	Funding Value of contract £k
CK Assessment and Training	125	30	32	£651k
John Laing Training Ltd *				£48k
HCM	65	9		£306k
YMCA Bedfordshire/ Hertfordshire Fire & Rescue**	36	54		£231k
Vision2Learn*				£29k
THFC				£152k

Members were asked to consider the Fees and Charges Policy for sub-contractors and partners in 2015-16.

It was Resolved that;

- (i) the proposed sub-contracts and partnerships for 2015-16 be approved
- (ii) The Sub-contractor & Partnership Fees & Charges Policy be approved.

**267. To Receive an Update of the Position Regarding HRC's.**

The Committee was informed that the liquidation of Trans2ed and HRC cubed are currently underway.

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

**268. To Approve the Tuition Fees and Refunds Policy 2015-16.**

The Fees and Refunds Policy was considered and **Approved**

**269. To Approve the College Expenses Policy.**

The Policy had been amended slightly to provide a more realistic arrangement for candidates attending the College for interview. It was noted that Governors were covered by this policy.

It was **Resolved** that the Expenses Policy be approved.

**270. To Receive and Approve Tenders.**

(a) Insurance Tender.

The College Insurances had been put out to tender under the Crescent Purchasing process. Of the firms responding Zurich Municipal Insurers had scored the highest and so were recommended for appointment.

Consideration was given to whether the College should also have Terrorism Insurance cover and it was agreed that this was not required at this time but that it be reviewed annually to assess any change to the potential threat.

It was **Resolved** that Zurich Municipal be appointed to provide the College insurance cover for a 4 year period ending 2019.

(b) Catering Tender.

The College catering had been put out to tender and the current caterer had been reappointed. Governors noted this information item

**271. To Receive the Management Accounts of CK Assessment 2015.**

Members noted that the company was on track to achieve a good surplus for the year and the Directors are looking at setting up a reward scheme for those employed by the company.

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

**272. Any Other Business.**

The Committee agreed that due to the commercial sensitivity of this item that the minute should remain strictly confidential.

**273. Date of Next Meeting**

Thursday 10<sup>th</sup> December 2015.

Signed.....

Date.....