 **SK** College Group 

MEETING OF THE FINANCE, RESOURCES AND COMMERCIAL COMMITTEE

HELD AT 10.30 am on Wednesday 30th January 2019

IN THE BOARD ROOM, Knowsley CAMPUS

**Present**

***Mrs S Jee (Chair)***  ***External Governor***

Dr J Burford CEO & Governor

Mr J Pinsent External Governor

Mr N Shore External Governor by conference call

Mrs E Brocklehurst External Governor

***Mr K Sanderson External Governor***

**In attendance**

Mr R Molloy Chief Financial Officer

Mrs L Lloyd-Williams Clerk to the Governing Board by conference call

# ***Italics denotes absence*** Minutes

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| **Item** | **The meeting opened at 10.27am and was quorate with a minimum of 3 governors participating the majority of whom were external.** |
| **1**  **FR&C/30/01/27** | **APOLOGIES FOR ABSENCE**  Apologies for absence were received and accepted from Mrs S Jee and Mr K. Sanderson. It was agreed that Mrs E Brocklehurst would chair the meeting. |
| **2**  **FR&C/30/01/28** | **DECLARATIONS OF INTEREST**  There were no declarations of interest. |
| **3**  **FR&C/30/01/29** | **NOTIFICATION OF URGENT BUSINESS**  The CEO advised that she would provide feedback on the FE Commissioner  Diagnostic Assessment. |
| **4**  **FR&C/30/01/30** | **MINUTES OF THE MEETING HELD ON 29TH NOVEMBER 2018**  The Minutes, subject to a few minor typos, were accepted as a correct record of the meeting on the 29th November 2018 and were approved for signature by the Chair. |
| **5**  **FR&C/30/01/31** | **MATTERS ARISING FROM THE PREVIOUS MINUTES**  The Clerk advised that all matters from the last meeting had been completed. |
| **6** | **ITEMS FOR APPROVAL/RECOMMENDATION TO BOARD** |
| **7**  **FR&C/30/01/32** | **MANAGEMENT ACCOUNTS INCORPORATING SCORECARD**  **Confidential**  **This item was considered to be confidential by the Committee, with the details therefore recorded within the confidential minutes of this meeting.** |
| **8** | **ITEMS FOR DISCUSSION/NOTING** |
| **9**  **FR&C/30/01/33** | **SUBCONTRACTOR PERFORMANCE REPORT confidential**  The CFO gave a verbal report and advised that the update within the forecast was based on an assumption of additional subcontracting between £300K and £500K in order to protect the Adult Education Budget. The CFO advised the committee that the College Group would use Pinpoint who had been used the previous academic year. It was  **Resolved** to recommend to the Governing Board that additional subcontracting up to a maximum of £500K with Pinpoint be agreed. |
| **10**  **FR&C/30/01/34** | **ESTATES PLAN Confidential**  **Confidential**  **This item was considered to be confidential by the Committee, with the details therefore recorded within the confidential minutes of this meeting.** |
| **11**  **FR&C/30/01/35** | **HR REPORT**  The Committee having considered the Director of HR’s report which provided an update of key HR staffing data for the five-month period, August 18 to December 18, the agenda item was opened for questions.    The committee discussed the position regarding alternative strategies for recruitment of Electrical Installation Lecturers, Market Supplement Payments having not been sufficient to enable the College to recruit. It was noted that there was also an issue regarding retaining staff in this area and that completion was high amongst colleges for suitable candidates. |
| **12** | **PROCEDURAL** |
| **13**  **FR&C/30/01/36** | **URGENT ITEMS AS NOTIFIED UNDER 3 ABOVE**  The urgent item was dealt with in agenda item 7. |
| **14**  **FR&C/30/01/37** | **MATTERS TO BE REFERRED TO ANY OTHER COMMITTEE**  There were no matters to be referred to another committee. |
| **15**  **FR&C/30/01/38** | **DATE AND TIME OF NEXT MEETING**  **Wednesday 20th March 10.30am Knowsley campus** |
|  | **The meeting closed at 11.47 am.** |