Minutes of a meeting of the **Resources, Integration and Change committee**
Held on Tuesday 9th May 2023

Present: John Dernie (Chair), Peter Boucher, Carole Kitching, Shereen Sameresinghe, Jim Webster, Rob Wheeler

With: Leah Palmer, Deputy CEO/Deputy Principal Curriculum and Learners
                  Marc Webb, Interim Director of Finance
                  Peta Fry, Head of HR
                  Tracy Scaife, Head of Governance

246.   Apologies for absence – none received.

247.   Disclosures of Interest – none received.

248.   Minutes of the last meeting held on 24th January 2023 and matters arising – agreed as a correct record.

Matters arising raised as follows:

(a)   Institute of Technology (IoT) update – noted that the update on IoT strategy from the Managing Director of the IoT has been deferred to the forthcoming Strategy Day or the next meeting of the committee, whichever is the soonest.

249.   Any other business – raised as follows:

(a)   Health and Safety updates – it was noted that no health and safety updates have been presented to the meeting. The Principal advised that there has been one incident that required reporting under RIIDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations). Details of this and the minutes of the last Health and Safety meeting will be circulated to the committee via email.

ACTION: CK to circulate details of RIIDOR reported incident and minutes of last H&S group meeting to committee via email.

(b)   College Wi-Fi and Firewalls – recent issues with the college Wi-Fi and Firewalls were discussed. Individual incidents are being investigated by the Director of IT and Projects but it is felt that the challenge is bigger than individual incidents and the bigger picture needs to be looked at. The Principal asked Peter Boucher and Rob Wheeler if they could give some assistance and advice on which areas should be looked at. A copy of the report into the most recent incident involving the Radio 4 broadcast will be circulated to the committee.

ACTION: PB and RW to assist with IT review. CK to circulate report re. Radio 4 broadcast incident to committee.

250.   Date of next meeting – 20th June 2023 at 4.00pm

251.   Risk management update and severe risks – confidential minutes refer.

252.   Management accounts – Period 7 – confidential minutes refer.

253.   Value For Money (VFM) update – confidential minutes refer.

254.   Human Resources (HR) update – confidential minutes refer.

255.   Early repayment of bank loan – confidential minutes refer.

256.   Emerging budget 2023/24 – confidential minutes refer.

257.   Confidential minutes of the last meeting held on 24th January 2023 and matters arising – confidential minutes refer.