Minutes of a meeting of the **Resources, Integration and Change committee**
Held on Tuesday 24th January 2023

Present: John Dernie (Chair), Peter Boucher, Jim Webster, Rob Wheeler

With: Stephen Horrobin, Deputy Principal Finance and Resources
              Marc Webb, Deputy Finance Director
              Darran Marks, Managing Director of SWIOT
              Peta Fry, Head of HR
              Tracy Scaife, Head of Governance

224.   Apologies for absence – received from Carol Kitching and Shereen Sameresinghe.

The Chair welcomed Darran Marks, Managing Director of the Swindon and Wiltshire Institute of Technology to the meeting.

225.   Disclosures of Interest – none received.

226.   Institute of Technology (IoT) update – report by Managing Director SAWIOT received and noted. It was noted that the report was written from his own point of view as a new person coming in to the SAWIOT.

There are two main focusses for the IoT, employer engagement and recruitment. The National IoT Conference referred to in the report has been cancelled due to the ongoing rail strikes. This would have helped to form the agenda to assist with employer engagement.

Skills Bootcamps are not currently offered by the IoT. This is a decision that the college has deliberately made. They are courses of 12 week or less length focussed on a particular technology or business area funded by employers and the Department for Education (DfE) (30% and 70% respectively). A number of IoTs do offer these courses and they could be a good way to attract employers.

In the short-term, plans are in place to try to engage more employers and to get back to basics to drive the IoT in the right direction. With regard to recruitment, targets for curriculum areas need to be looked at and also recruitment by partners as these form part of the headcount. Currently the IoT has no students referred by the University of Gloucester. Conversations have been held with them and they understand the position and are seeking a 'hands on' person to work with the IoT. Questions were asked regarding both the University of Gloucester and Cirencester College as partners for the IoT. Both offer competing apprenticeship courses which is an obvious concern. This needs to be considered in more detail.

Targets for the IoT need to be realistic and set at an achievable level. The targets set by the DfE are not realistic and an extension for one year needs to be requested. The Managing Director of the IoT needs to be business owner and needs to get ahead of curriculum planning and to drive new business, not focus on that which has previously been had or re-allocated. The meeting asked for a paper for proposals to be circulated to them at the end of March/beginning of April 2023 and for a special meeting of the committee to be arranged prior to the next scheduled meeting.

ACTION: DM to prepare report re. business case for IoT to committee end March/beginning of April. TS to arrange special meeting of committee to consider the report ahead of the next scheduled meeting.

227.   Minutes of the last meeting held on 29th November 2022 and matters arising – agreed as a correct record. Outstanding actions were noted. There were no matters arising.

228.   Any Other Business – none.

229.   Date of next meeting – Tuesday 2nd May 2023 at 4.00pm.

230.   Confidential minutes of the last meeting held on 29th November 2022 and matters arising – confidential minutes refer.

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

232.   Risk management update – confidential minutes refer.

233.   Management Accounts – Period 4 – confidential minutes refer.

234.   Annual Treasury update – confidential minutes refer.

235.   2023/24 financial update – confidential minutes refer.

236.   Savings plan – confidential minutes refer.

237.   Turnaround plan – confidential minutes refer.

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