



The Henley College Corporation

MINUTES of the Meeting of the Finance & Resources Committee held on Wednesday 24 January 2018 at 09.00

<p>Members present: Charles Wiggin Peter le Conte Satwant Deol Robyn Vitty Trevor Watkins</p> <p>In attendance: Simon Cuthbert Eva Dixon Martin Rosner Mala Rajput Jacky Gearey</p>	<p>Chair Independent Member/Chair of Corporation Principal/Ex Officio Member Staff Governor Independent Member</p> <p>Deputy Principal Interim Director of Finance HR Adviser Director of Business Development Clerk</p>	
Agenda Item	Minutes	Action by
2.1	<p>Opening of meeting The meeting was opened at 09.02</p>	
2.2	<p>Apologies for Absence Apologies were received from: 1. Martin Unsworth</p>	
2.3	<p>Declaration of Interests There were no interests were declared.</p>	
2.4	<p>Minutes of Previous Meeting: The minutes of the Meeting of 20 November 2017 were agreed and approved.</p> <p>Resolved: the Committee agreed that the minutes were an accurate record of the meeting of 20 November 2017 and the minutes were signed by the Chair.</p> <p>The minutes of a request for a Remote Decision issued 30 November 2017 were agreed and approved.</p> <p>Resolved: the Committee agreed that the minutes were an accurate record of the request for a Remote Decision issued 30 November 2017 and the minutes were signed by the Chair.</p>	
2.5	<p>Matters Arising from the Minutes (including review of actions)</p> <p>Under item 1.15 The HR Adviser asked that all the reports referred to under item 1.15 to be delayed due to the extra pressure that the HR department was under. In addition he also asked that the committee accept the delay in the review of many HR policies bearing in mind the current restructuring and that policies associated with this would be prioritised.</p> <p>Under Item 1.16 Staff satisfaction survey to be delayed until after Easter. It was generally felt that a questionnaire was not helpful nor the best method of ascertain staff feeling. It was discussed and agreed that focus groups would be more beneficial and allow staff to express their opinions freely and more openly involve them rather than a tick box questionnaire. The committee agreed an ask for their opinions and involving them.</p>	



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	<p>Resolved: Staff satisfaction survey to be conducted after Easter via focus group discussions</p> <p>All other matters had been actioned and there were no further matters arising.</p>	HR
2.6	<p>HR & Employment Law updates:</p> <p>(i) LGPS Discretionary Policy</p> <p>The DoF advised the committee that the LGPS scheme employers are required to formulate, publish and keep under review their policy statement in relation to the exercise of some of the discretions under the LGPS and further explained that the normal process for any amendments is that once the revised policy had been agreed by the committee and approved by the Corporation it then had to go to Oxfordshire County Council for final sign off. The HR Adviser confirmed that the existing policy was fit for purpose and that its use would be if cost neutral or for provision in exceptional circumstances. Moreover the policy had to be reviewed annually.</p> <p>Resolved: to recommend to the Corporation the approval of the existing LGPS Discretionary Pensions Policy</p>	
2.7	<p>Any Other Business</p> <p>The Chair of the Corporation asked for an update on Apprenticeships. The Principal explained that the existing contract would continue until the end of this March for continuing students. The College had and was still raising this issue with various government departments asking them to reply and hopefully address this situation by 8 February, in the interim the College had spoken to other colleges to ask them to provide the subcontracting. Alternative providers confirmed for existing students were Abingdon and Witney and Sussex Downs (TBC) for April onwards. The DoF explained that the change of operation from the current framework to a standard delivery was causing some issues. In addition it was also mentioned that numbers had been going down coupled with the reduction in funding, in order to grow certain courses e.g. digital technology investment was required.</p> <p>There was no other business and the meeting went to the confidential agenda at 09.26</p>	
	Confidential Agenda items –	
2.17	<p>Items to be taken forward to next Corporation Meeting for approval:</p> <ul style="list-style-type: none"> • the LGPS Discretionary Pensions Policy 	
	<p>Date and Time of Next Meeting</p> <p>The next scheduled meeting is Monday 19 March 2018 at 09.00</p>	
	<p>Meeting Closure</p> <p>The meeting closed at</p>	
	<p>MINUTES of the meeting held on Wednesday 24 January 2018 were agreed and accepted as a true and accurate record and signed by the Chair</p> <p>..... on</p>	