

COLEG LLANDRILLO CORPORATION BOARD CONVENED TO DISCUSS THE FOLLOWING ITEMS ON: 22.10.09

GOVERNOR DEVELOPMENT SESSION

1. The Governor Development session was used to review and re-sign completed “Annual Review of Governance” booklet.

CHAIR’S BUSINESS

2. Standing agenda item to facilitate the consideration of relevant issues identified by the Chair of the Corporation Board.

STATUTORY BUSINESS

3. Apologies for absence.
4. Declarations of Interest.
5. Minutes of a meeting of the Corporation Board held on 01.07.09 - to approve the Chair approved minutes
6. Matters arising from the Minutes.

EXECUTIVE BUSINESS

7. **Confidential Items:**
 - a. Report & Financial Accounts 2008/2009 – Summary & First Draft inc Financial Contingency Fund.
 - b. Narrative and Management Accounts
 - c. Narrative & Devolved Budgets 09-10
 - d. To note Barclays Bank “Letters of variation” re capital loans reporting period – Clerk
8. Report & Annual Review of Financial Regulations
9. Third party providers report
10. Annual Safety Health & Environment Report and Action Plan
11. Health & Safety Policy
12. Overseas Activities
 - a) Annual report
13. Insurance Policies:
 - a. Annual report & recommendation to board, Figures
 - b. 2008–9 Certificate of Losses
14. Annual Review of Terms of Reference and Standing Orders
15. Rhyl Sixth Consultative and Steering Committee Report, Appendix 1, 2

REPORTING BUSINESS

16. Principals' Report.
17. Students Union Report – Stephen Williams
18. Draft Minutes of Corporation Committees and to seek related approvals:

To receive minutes of the following committees:

- a. Tenders Committee held on 14.08.09
- b. Tenders Committee held on 20.08.09
- c. Tenders Committee held on 27.08.09
- d. Tenders Committee held on 09.09.09
- e. Tenders Committee held on 18.09.09
- f. Tenders Committee held on 28.09.09

- g. MBEC Project Committee held 20.07.09
- h. MBEC Project Committee held 09.09.09

- i. Estates panel held on 09.09.09

To Note:

Appointment of Rhyl 6th preferred contractor

Estates updates paper

- j. Employment & Safety Committee held on 29.09.08

Items for approval:

Revised HR Strategy

Probationary Policy

Staff Recruitment Policy

Sickness Absence, Monitoring and Control Policy

Child Protection Policy

- k. Resources Committee held on 08.10.09

Items for approval:

Purchase and implementation of the Proactis Purchase to Pay electronic invoicing system

Change requirements for Tender opening to include one non-remunerated Governor

To implement Internet Banking facilities

To note extra costs and structural works required to correct Ganol area soft spots

- l. Audit & Risk Committee held on 14.10.09 – (to be tabled)

19. Minutes of Consultative Committees:

None at date of publication.

INFORMATION PAPERS

20. Clerks verbal report - use of College Seal:

- The seal was affixed to a contract appertaining to the lease for Unit 6 at the Elwy Centre, St Asaph Business Park, signed between the Welsh Assembly Ministers and Coleg Llandrillo Cymru on 18.10.09.

21. Senior Management Team – to receive a summary of SMT meetings held since last Corporation Board Meetings 29.06.09, 02.09.09, 14.09.09, 28.09.09 & 12.10.09

22. **Confidential Item:** Staffing: Appointments from 24.6.09 – 14.10.09
23. Dates and times of next meetings – Thursdays commencing at 5.30 pm – to be held in the Madog Room unless otherwise marked:
- 10.12.09
 - 11.12.09 Board Christmas Dinner (7pm)
 - 11.02.10 (with College AGM)
 - 15.04.10
 - 20.05.10
 - 01.07.10
24. **CONFIDENTIAL ITEMS:**
- a. Merger Consultation Document
 - b. Minutes of the Merger Steering Group held 23.09.09 and approval of recommendations and appendices therein.

COLEG LLANDRILLO CORPORATION BOARD CONVENED TO DISCUSS THE FOLLOWING ITEMS ON: 10.12.09**GOVERNOR DEVELOPMENT SESSION**

25. The Governor Development session was an update on the introduction of the Credit Qualification Framework for Wales, (CQFW) and its impact on the College and Further Education in general. To be delivered by Jackie Doodson.

CHAIR'S BUSINESS

26. Standing agenda item to facilitate the consideration of relevant issues identified by the Chair of the Corporation Board.
 - a. To discuss the direction, format and agree a broad structure for the College definitive history commissioned by the Board at its meeting held on October 22nd 2009.

STATUTORY BUSINESS

27. Apologies for absence.
28. Declarations of Interest.
29. Minutes of a meeting of the Corporation Board held on 22nd October 2009 - to approve the Chair approved minutes.
30. Matters arising from the Minutes.

EXECUTIVE BUSINESS

31. Financial Accounts 2008-2009 – to approve final audited accounts for Corporation Board
32. Narrative Forecasts & Management Accounts October 2009
33. Annual Audit Reports: to consider reports (a) Audit & Risk Committee (b) Internal Audit (c) External Audit & Audit Letter
34. Narrative, Risk Register, and Annual Review of Risk Management Policy
35. Annual Report of Clerk to the Corporation for 2008-2009
36. Full consideration of the Draft Merger Prospectus, in order to reach a decision to formally enter into a category b merger with Coleg Meirion Dwyfor at the earliest by April 1st 2009 (*a hard copy of the draft Prospectus will be posted out to all members on Friday December 4th 2009*).
 - a) Minutes of the Merger Steering Group held 01.12.09
37. College Annual Report & Accounts 2008- 2009 & Draft Principals Statement

REPORTING BUSINESS

38. Principals' Report and Performance Figures
39. Students Union Report
40. Draft Minutes of Corporation Committees and to seek related approvals:

Confidential Item Estates Matters

- a. Minutes of the MBEC Panel held on 06.11.09
To note expenditure
To approve: new car parking area in conjunction with the MBEC project
- b. Minutes of the Rhyl Sixth (R6) Panel held on 06.11.09
- c. Minutes of the Estates Panel held on 06.11.09
- d. Minutes of the R6 Panel held on 03.12.09
- e. Minutes of the Estates Panel held on 03.12.09

Other Committees:

- f. Governance & Standards Committee held on 04.11.09
- g. Business & Economic Development Committee held on 18.11.09
- h. Academic Board held on 24.11.09
- i. Resources Committee held on 26.11.09
To approve:
Final College Accounts 08-09 – on agenda
Annual Report 2008-9 – on agenda
Recommendation to develop further car parking utilising a partial contribution from the savings made on the MBEC project be noted and endorsed for onward approval by the full board.
College to apply for a VAT offset associated to the Rhyl Sixth and Marine & Built Environment Centre, potentially facilitated through the Lennartz Scheme, with a recommendation for endorsement by full board.
- j. Tenders Committee held on 27.11.09
- k. Audit Committee held on 02.12.09
To approve:
Terms of both internal and external auditors be extended for a one year period, requiring a review by the Audit & Risk Committee in December 2010.
All annual audit reports – on agenda
- l. Tenders Committee held on 07.12.09
To approve: appointment of preferred contractor for the Institute of Health Development

41. Minutes of Consultative Committees

- a. Rhyl College held on 03.11.09
- b. Denbigh College held on 12.11.09

42. Clerks verbal report - use of College Seal:

No occurrences to report since the previous meeting

INFORMATION PAPERS

43. Senior Management Team – to receive a summary of SMT meetings held since last Corporation Board Meeting 02.11.09, 16.11.09 and 30.11.09

44. **Confidential Item:** Staff Appointments Panel Summary 15.10.09 – 02.12.09.
45. Dates and times of next meetings – commencing at 5.30 pm – to be held in the Madog Room unless otherwise marked:

Christmas Dinner on Friday December 11th 2009 at 7 for 7.30pm in the Orme View Restaurant.

- 11.02.10 (with College AGM)
- 15.04.10
- 20.05.10
- 01.07.10

CONCLUDING BUSINESS

Staff and student members are requested to leave the meeting at this point to allow confidential discussion of:

46. **Confidential Item** Minutes of Remuneration Committee held on 12.11.09 and PRP targets 09-10 - to approve the recommendations therein.

COLEG LLANDRILLO CORPORATION BOARD CONVENED TO DISCUSS THE FOLLOWING ITEMS ON: 11.02.10**ANNUAL GENERAL MEETING OF THE CORPORATION BOARD 2010**

11.02.10

1. Apologies for Absence.
2. Chairman's Welcome and Opening Remarks – Cllr. John Bellis (Chairman)
3. To approve the Minutes of the Annual General Meeting of The Corporation Board 2009 held on 11.02.09.
4. Presentation of Annual Report 2008-9 and Annual Financial Data – Dr Roy Bichan (Vice-Chairman).
5. College Achievements and Strategic Direction – Huw Evans (Principal)
6. Rhyl 6th Update
7. Coleg Llandrillo / Coleg Meirion Dwyfor HR Merger Update
8. Questions

And further at the Board meeting held the same evening:

GOVERNOR DEVELOPMENT SESSION

47. The Governor Development Session on this occasion was a presentation regarding the £10m Pentre Addysg at Glynllifon (PA@G) development.

CHAIR'S BUSINESS

48. Standing agenda item to facilitate the consideration of relevant issues identified by the Chair of the Corporation Board.

STATUTORY BUSINESS

49. Apologies for absence.
50. Declarations of Interest.
51. Minutes of a meeting of the Corporation Board held on 10th December 2009 - to approve the Chair approved draft minutes
52. Matters arising from the Minutes.

EXECUTIVE BUSINESS

53. Narrative & Management Accounts
54. 2010-11 WAG Recurrent Funding Letter & Settlement

55. 09-10 Key Milestones Update Report
56. Future Governance Arrangements – verbal update by Clerk, and to agree an extra date for the Governance & Standards (Search Committee).
57. To determine a practicable date for the Governor’s Residential Strategic Planning Event 2010
58. College History – progress update

Confidential Items:

59. Merger Position Update:
 - a. Minutes of the Merger Steering Group held on 26.01.10 (to be tabled)
60. Estates Position Update:
 - a. Minutes of the R6 Committee held on 28.01.10
 - b. Minutes of the Estates Committee held on 28.01.10

REPORTING BUSINESS

61. Principal’s Report and Performance Report.
62. Students Union Report
63. Draft Minutes of Corporation Committees and to seek related approvals:
 - a. Employment & Safety Committee held on 19.01.10
 - b. Resources Committee held on 28.01.10
For approval:
Procurement Card Limits
FE & HE Tuition Fees Policy
64. Minutes of Consultative Committees:
 - a. Abergele College held on 26.11.09
65. Clerks information report - use of College Seal:

The seal was affixed to Articles of Agreement between Coleg Llandrillo Cymru and Wynne Construction Limited regarding the JCT contract for the Rhyl Sixth Construction on January 24th 2010.

INFORMATION PAPERS

66. Senior Management Team – to receive a summary of SMT meetings held since last Corporation Board Meeting: 04.01.10, 18.01.10, 01.02.10

67. **Confidential Item:** Staff Appointments Panel Summary 03.12.09 – 04.02.10
68. Dates and times of next meetings – commencing at 5.30 pm – to be held in the Madog Room unless otherwise marked:
- Thursdays: 22.04.10
20.05.10
01.07.10

COLEG LLANDRILLO CORPORATION BOARD CONVENED TO DISCUSS THE FOLLOWING ITEMS ON: 22.04.10**SESIWN DATBLYGU LLYWODRAETHWYR - GOVERNOR DEVELOPMENT SESSION**

69. Croeso ffurfiol i aelodau newydd Bwrdd y Gorfforaeth
Formal welcome to new Corporation Board members.

BUSNES Y CADEIRYDD - CHAIR'S BUSINESS

70. Eitem agenda sefydlog er mwyn cysidro materion perthnasol wedi eu hadnabod gan Gadeirydd Bwrdd y Gorfforaeth.
Standing agenda item to facilitate the consideration of relevant issues identified by the Chair of the Corporation Board.

BUSNES STATUDOL - STATUTORY BUSINESS

71. Ymddiheuriadau absenoldeb - Apologies for absence.
72. Datganiadau diddordeb - Declarations of Interest.
73. Cofnodion Cyfarfod Blynyddol y Bwrdd a'i cynhaliwyd ar y 11eg o Chwefror 2010 - i dderbyn cofnodion wedi eu gwirio gan y Cadeirydd.
Minutes of The AGM of the Corporation Board held on 11th February 2010 - to approve the Chair approved minutes.
74. Cofnodion cyfarfod y Gorfforaeth a'i cynhaliwyd ar 11eg Chwefror 2010 - i dderbyn cofnodion wedi eu gwirio gan y Cadeirydd.
Minutes of a meeting of the Corporation Board held on 11th February 2010 - to approve the Chair approved minutes.
75. Cofnodion olaf Bwrdd Coleg Meirion-Dwyfor a'i cynhaliwyd ar y 25ain o Fawrth, 2010 - i dderbyn cofnodion wedi eu gwirio gan y Cadeirydd.
Minutes of the final Coleg Meirion Dwyfor Corporation Board held on 25.03.10 - to receive the Chair approved minutes.
76. Materion yn codi o'r Cofnodion - Matters arising from the Minutes.

EXECUTIVE BUSINESS

77. Adroddiad & Chyfrifon Rheoli
Narrative & Management Accounts

78. I adnabod aelodaeth Is-bwyllgorau'r Gorfforaeth isod:

To determine membership of the following Corporation Board Sub-Committees thus:

Pwyllgor:	Cyfanswm :	Angen:	Rhaid Cynnwys:	Aelodau nad ydynt yn cael bod yn aelod:
Pwyllgor Archwilio a Risg	4	4	Profiad Cyfrifeg Gellir hefyd cyfethol aelodau	Y Pennaeth, Cadeirydd, Aelod Staff a Myfyriwr ac aelodau Adnoddau
Pwyllgor Cyflogaeth a Diogelwch	8	6	Pennaeth, Cadeirydd	Myfyriwr
Pwyllgor Llywodraethu a Safonau	9	4	Myfyriwr	Myfyriwr
Pwyllgor Cyflogau	4	1	Cadeirydd	Staff, Myfyriwr
Pwyllgor Adnoddau	7	5	Cadeirydd, Is-gadeirydd, 1 Busnes	Myfyriwr
Panel Ystadau	4	4	Wedi eu dethol o'r Pwyllgor Adnoddau	Myfyriwr
Panel R6	4	4	Fel Panel Ystadau	Myfyriwr
Panel PA@G	4	4	Fel Panel Ystadau	Myfyriwr

Committee:	Total:	Need:	Must Include:	Barred:
Audit & Risk Committee	4	4	Accounting Experience, can also co-opt members	Principal, Chair, Staff & Student Governor, and Resources Members,
Employment and Safety Committee	8	6	Principal, Chair	Student
Governance & Standards Committee	9	4	Principal, Chair, 2 Co-optees, Staff	Student
Remuneration Committee	4	1	Chair	Staff, Student
Resources Committee	7	5	Principal, Vice-Chair, 1 Business,	Student
Estates Panel	4	4	Selected from Resources Committee	Student
R6 Panel	4	4	As Estates Panel	Student
PA@G Panel	4	4	As Estates Panel	Student

79. Cyngorau Colegau Lleol a dyfodol Pwyllgor BEDC, Rhos on Sea

Local College Councils and future of the BEDC Committee, Rhos on Sea

80. Cwblhad y Cyfuniad - Merger Completion:

- a) Gorchymyn (diddymiad) Corfforaeth Coleg Addysg Bellach Meirion-Dwyfor 2010
Coleg Meirion-Dwyfor Further Education Corporation (Dissolution) Order 2010
- b) Memorandum Esboniadol & Fframwaith Asesu Effaith Awdurdodi
Explanatory Memorandum & Regulatory Impact Assessment Framework
- c) Dogfen Trosglwyddo CMD
CMD "Merger Transfer" Document

 81. Cadarnhad apwyntiad yr Arglwydd Dafydd Elis-Thomas yn Llywydd Anrhydeddus cyntaf y Coleg
 Ratification of the appointment of Lord Dafydd Elis-Thomas as First Honorary College President.

 82. Lansiad yn y Senedd – 27^{ain} Ebrill 2010
 Senedd Launch – 27th April 2010

Eitemau Cyfrinachol - Confidential Items:

83. Materion Ystadau: - Estates Matters:

- a) Cofnodion y Panel Ystadau a'i cynhaliwyd ar 11.03.10
Minutes of the Estates Panel held 11.03.10
- b) Cofnodion Pwyllgor Prosiect R6 a'i cynhaliwyd ar 18.03.10
Minutes of the R6 Project Committee held 18.03.10

BUSNES ADRODD - REPORTING BUSINESS84. Adroddiad y Pennaeth - Principal's Report, atodiad / appendix 1 & [2](#)

85. Adroddiad Undeb Myfyrwyr - Student Union Report

86. Cofnodion Drafft Pwyllgorau'r Gorfforaeth, ac i geisio cymeradwyaeth perthnasol:
Draft Minutes of Corporation Committees and to seek related approvals:

- a. Cofnodion Pwyllgor BEDC a'i gynhaliwyd ar 03.03.10
Minutes of the BEDC Committee held 03.03.10
- b. Bwrdd Academaidd a'i cynhaliwyd ar 16.03.10
Academic Board held on 16.03.10
- c. Cofnodion y Pwyllgor Llywodraethu a Safonau a'i cynhaliwyd ar 17.03.10
Minutes of the Governance and Standards Committee held 17.03.10

I gymeradwyo'r holl benodiadau newydd
To approve all new appointments

- d. Cofnodion y Pwyllgor Archwilio a Risg a'i cynhaliwyd ar 24.03.10
Minutes of the Audit & Risk Committee held 24.03.10
- e. Cofnodion y Pwyllgor Tendrau a'i cynhaliwyd ar 19.03.10
Minutes of the Tenders Committee 19.03.10
- f. Cofnodion y Pwyllgor Tendrau a'i cynhaliwyd ar 25.03.10
Minutes of the Tenders Committee 25.03.10

I gadarnhau argymhell ynglŷn ag ailosod boiler ar safle Rhos ar sail gwerth gorau.
To ratify recommendations regarding Boiler Replacement for Rhos Campus on the basis of best value

- g. Cofnodion y Pwyllgor Adnoddau a'i cynhaliwyd ar 25.03.10
Minutes of the Resources Committee held 25.03.10

I gymeradwyo:
Argymhelliad ynglŷn â Phapur a Pholisi Arian
Ychwanegu Alwena Evans fel llofnodwr y Coleg

To approve:
Recommendation re Value for Money Paper and Policy
The addition of Alwena Evans as College signatory

- h. Cofnodion y Pwyllgor Tendrau a'i cynhaliwyd ar 14.04.10
Minutes of the Tenders Committee held 14.04.10

*I apwyntio contractwyr yn dilyn argymhellion i'r Bwrdd.
To appoint contractors following recommendations to Board*

87. Cofnodion Pwyllgorau Ymgynghorol - Minutes of Consultative Committees

- a. Coleg Dinbych a'i cynhaliwyd ar 08.03.10 - Denbigh College held on 08.03.10
- b. Coleg Rhyl a'i cynhaliwyd ar 26.01.10 - Rhyl College held on 26.01.10
- c. Coleg Abergele a'i cynhaliwyd ar 24.03.10 - Abergele College held on 24.03.10

88. Adroddiad y Clerc – defnydd Sêl y Coleg: - Clerks information report - use of College Seal:

Nid oes achos wedi bod - There had been no occurrences since last reported.

PAPURAU GWYBODAETH - INFORMATION PAPERS

89. Tîm Uwch Rheoli - i dderbyn crynodeb o gyfarfodydd y TUR wedi eu cynnal ers cyfarfodydd diwethaf Bwrdd y Gorfforaeth
Senior Management Team – to receive a summary of SMT meetings held since last Corporation Board Meetings – 22.02.10, 08.03.10, 22.03.10 & 12.04.10
90. **Eitem Gyfrinachol: Confidential Item:** Crynodeb Panel Apwyntiadau Staff - Staff Appointments Panel Summary (04.02.09 – 27.03.09)
91. Dyddiadau ac amseroedd y cyfarfodydd nesaf – yn cychwyn am 5.30yh – i'w cynnal yn Ystafell Madog os nad wedi ei nodi fel arall: Dydd Mercher 19.05.10 (dyddiad i'w gytuno) a Dydd Iau 01.07.10
Dates and times of next meetings – commencing at 5.30 pm – to be held in the Madog Room unless otherwise marked: Wednesday 19.05.10 (date to be agreed) and Thursday 01.07.10.

COLEG LLANDRILLO CORPORATION BOARD CONVENED TO DISCUSS THE FOLLOWING ITEMS ON: 19.05.10

SESIWN DATBLYGU LLYWODRAETHWYR - GOVERNOR DEVELOPMENT SESSION

92. Adroddiad cyflwyno ar sut mae'r Coleg yn ymdrin â'r fenter "World Skills" bydd y Sesiwn Datblygu Llywodraethwyr.
The Governor Development Session will be a presentation report regarding the College's approach to the "World Skills" initiative.

BUSNES Y CADEIRYDD - CHAIR'S BUSINESS

93. Eitem agenda sefydlog er mwyn cysidro materion perthnasol wedi eu hadnabod gan Gadeirydd Bwrdd y Gorfforaeth.
Standing agenda item to facilitate the consideration of relevant issues identified by the Chair of the Corporation Board.

BUSNES STATUDOL - STATUTORY BUSINESS

94. Ymddiheuriadau absenoldeb - Apologies for absence.
95. Datganiadau diddordeb - Declarations of Interest.
96. Cofnodion cyfarfod y Gorfforaeth a'i cynhaliwyd ar 22.04.10 - i dderbyn cofnodion wedi eu gwirio gan y Cadeirydd.
Minutes of a meeting of the Corporation Board held on 22.04.10 - to approve the Chair approved minutes.
97. Materion yn codi o'r Cofnodion - Matters arising from the Minutes.

BUSNES GWEITHREDOL - EXECUTIVE BUSINESS

98. Adroddiad & Chyfrifon Rheoli
Narrative & Management Accounts
99. Digwyddiad Cynllunio Strategol 2010, adborth ac adolygiad. / Strategic Planning Events 2010 feedback and review
100. Cynllun Datblygu Darpariaeth y Coleg / Cynllunio Strategol, Atodiad 2 & 3
College Provision Development Plan / Strategic Planning, Annex 2 & [3](#)
101. I gysidro llythyr enwebiad Cyngor Gwynedd (dyddiedig 05.05.10)
To consider a recent letter of nomination from Gwynedd Council (dated 05.05.10)
102. Penderfyniad ar Gadeirydd y Bwrdd o Awst 1af, 2010 – Gorffennaf 31, 2014.
Determination of Board Chair from 1st August 2010 – 31st July 2014.

BUSNES ADRODD - REPORTING BUSINESS

103. Adroddiad y Pennaeth - Principal's Report, atodiad / appendix 1

104. Adroddiad Undeb Myfyrwyr - Student Union Report:
Maniffestos yr Ymgeiswyr / Candidate manifestos: 1, 2, 3, 4, 5

105. Cofnodion Drafft Pwyllgorau'r Gorfforaeth, ac i geisio cymeradwyaeth perthnasol:
Draft Minutes of Corporation Committees and to seek related approvals:

i. Cofnodion Pwyllgor Staff a Gweithrediadau Myfyrwyr a'i cynhaliwyd ar 11.05.10
Minutes of the Staff and Student Operations Committee held 11.05.10

Eitemau i'w derbyn (*wedi eu cynnwys fel papurau er gwybodaeth yn unig)
Items for approval (*included as information papers only):

1. Cylch Gorchwyl a Rheolau Sefydlog / Terms of Reference and Standing Orders
2. *Polisi Hawliau Myfyrwyr / *Student Entitlement Policy
3. *Polisi Disgyblaeth Staff / *Staff Disciplinary Policy
4. *Polisi Cwyno Staff / *Staff Grievance Policy
5. *Polisi Anawsterau Proffesiynol Staff / *Staff Professional Difficulties Policy
6. *Dyranriad Llwyth Gwaith 2010/11 / *Workload Allocation 2010/11
7. *Polisi Recriwtio Staff / *Staff Recruitment Policy

- Adroddiad PRP Cyfarwyddwyr / Directors PRP Report

j. Cofnodion Panel R6 a'i cynhaliwyd ar 13.05.10
Minutes of the R6 Panel held 13.05.10

Eitemau i'w cymeradwyo / Items for approval:

- Adnewyddiadau ychwanegol i'r is-goridor yn Adain Rhuddlan, Coleg Rhyl (o ddeutu £100k)
Additional renovations to Lower corridor Rhuddlan Wing, Rhyl College (circa £100k)

k. Cofnodion y Pwyllgor Adnoddau a'i cynhaliwyd ar 13.05.10
Minutes of the Resources Committee held 13.05.10

Eitemau i'w cymeradwyo / Items for approval:

- Diweddariad a Pholisi Caffael / Procurement Update and Policy
- Cyfraddau milltiroedd Diwygiedig ar gyfer ceir prydles / Revised mileage rates for lease cars
- Penodi "Dylan Nereus Jones" fel Cyhoeddwr ar gyfer y Coleg Hanes / Appointment of Dylan Nereus Jones as Publisher for the College History.
- Adnewyddiadau ychwanegol i'r is-goridor yn Adain Rhuddlan, Coleg Rhyl (o ddeutu £100k) fel argymhelliad R6 /
Additional renovations to Lower corridor Rhuddlan Wing, Rhyl College (circa £100k) as R6 recommendation

106. Cofnodion Pwyllgorau Ymgynghorol - Minutes of Consultative Committees

Dim i'w adrodd. / None to report.

107. Adroddiad y Clerc – defnydd Sêl y Coleg: - Clerks information report - use of College Seal:

Nid oes achos wedi bod - There had been no occurrences since last reported.

PAPURAU GWYBODAETH - INFORMATION PAPERS

108. Tîm Uwch Rheoli - i dderbyn crynodeb o gyfarfodydd y TAR wedi eu cynnal ers cyfarfodydd diwethaf Bwrdd y Gorfforaeth
Senior Management Team – to receive a summary of SMT meetings held since last Corporation Board Meetings –
26.04.10 and 10.05.10
109. **Eitem Gyfrinachol: Confidential Item:** Crynodeb Panel Apwyntiadau Staff - Staff Appointments Panel Summary
(16.04.09 – 11.05.10)
110. Dyddiadau ac amseroedd y cyfarfodydd nesaf – yn cychwyn am 5.30yh – i'w cynnal yn Ystafell Madog os nad wedi ei nodi fel arall: Dydd Iau 01.07.10
Dates and times of next meetings – commencing at 5.30 pm – to be held in the Madog Room unless otherwise marked: Thursday 01.07.10.

COLEG LLANDRILLO CORPORATION BOARD CONVENED TO DISCUSS THE FOLLOWING ITEMS ON: 01.07.10**SESIWN DATBLYGU LLYWODRAETHWYR - GOVERNOR DEVELOPMENT SESSION**

1. Bydd y Cynllun Datblygu Llywodraethwyr Sesiwn cyflwyniad byr gan Sam Macilvogue ynghylch ei rôl newydd fel "Cyfarwyddwr Profiad Myfyrwyr."
The Governor Development Session was a short presentation by Sam Macilvogue regarding her new role as "Director of Student Experience".

BUSNES Y CADEIRYDD - CHAIR'S BUSINESS

2. Eitem Sefydlog ar yr Agenda i hwyluso gydag ystyried y materion perthnasol wedi eu harddel gan Gadeirydd Bwrdd y Gorfforaeth.
Standing agenda item to facilitate the consideration of relevant issues identified by the Chair of the Corporation Board.

BUSNES STATUDOL - STATUTORY BUSINESS

3. Ymddiheuriadau am absenoldeb - Apologies for absence.
4. Datganiadau o ddiddordeb - Declarations of Interest.
5. Cofnodion cyfarfod y Gorfforaeth a gynhaliwyd ar 19.05.10 – derbyn y cofnodion wedi eu cymeradwyo gan y Cadeirydd.
Minutes of a meeting of the Corporation Board held on 19.05.10 - to approve the Chair approved minutes.
6. Materion yn codi o'r Cofnodion - Matters arising from the Minutes.

BUSNES GWEITHREDOL - EXECUTIVE BUSINESS

7. Ethol Cadeirydd ac Is-Gadeirydd y Bwrdd ar gyfer 1 Awst 2010 - 31 Gorffennaf 2014.
Election of Board Chair and Vice-Chair from 1st August 2010 – 31st July 2014.
8. Adroddiad a Chyfrifon Rheoli / Report and Management Accounts
 - a) Cyfrifon Rheoli a rhagolygon pum mlynedd / Management Accounts and five year forecasts
 - b) Cyfrifon 8 mis Meirion Dwyfor ac esboniad / Meirion Dwyfor 8 months accounts and explanation
 - i. Llythyr o gynrychiolaeth CMD / CMD Letter of representation
 - ii. Llythyr Rheoli / Management Letter 2010
 - c) Monitro Iechyd Ariannol / Financial Health Monitoring
 - i. Strategaeth Ariannol / Financial Strategy 2009-2012
9. Naratif a Rheoliadau Ariannol a Rheolau Sefydlog / Narrative and Financial Regulations and Standing Orders

10. Blaenraglen Waith Wedi'r Uno / Post Merger Forward Work programme
11. Dyfodol Pwyllgor BEDC / Future of the BEDC Committee
12. Crynodeb Risg / Risk Summary,
Cofnodion y Pwyllgor Risg a gynhaliwyd ar 14.06.10 / Minutes of the Risk Committee held on 14.06.10
Adolygiad o'r Cofrestr Risg / Risk Register Review
13. **Eitem Gyfrinachol - Confidential Item:**
 - a. Consortiwm Datblygu Dysgu yn Seiliedig ar Waith / Development of Work Based Learning Consortium
 - b. Datblygiadau ym Mharc Glynllifon / Developments at Parc Glynllifon
 - c. Creu Canolbwynt i Ddiwydiannau Diwylliannol a Chreadigol yn Harlech – newyddion diweddaraf
Creation of Cultural and Creative Industries Hub at Harlech – update
 - d. Datblygu Sgiliau Peirianeg ac Adeiladwaith ym Meirionnydd
Engineering and Construction Skills Development in Meirionnydd

BUSNES ADRODD YN ÔL - REPORTING BUSINESS

14. Adroddiad y Pennaeth - Principal's Report
15. Adroddiad Undeb y Myfyrwyr - Student Union Report
16. Cofnodion Drafft o Bwyllgorau'r Gorfforaeth a cheisio am gymeradwyaeth perthnasol:
Draft Minutes of Corporation Committees and to seek related approvals:
 - i. Cofnodion y Pwyllgor Tendrau a gynhaliwyd ar 21.05.10
Minutes of the Tenders Committee held 21.05.10
 - m. Cofnodion y Pwyllgor BEDC a gynhaliwyd ar 26.05.10
Minutes of the BEDC Committee held 26.05.10
 - n. Cofnodion y Pwyllgor Tendrau a gynhaliwyd ar 09.06.10
Minutes of the Tenders Committee held 09.06.10
 - o. Cofnodion y Pwyllgor Llywodraethu ac Ansawdd a gynhaliwyd ar 09.06.10
Minutes of the Governance and Quality Committee held 09.06.10
 - p. Cofnodion y Bwrdd Academaidd a gynhaliwyd ar 14.06.10 (i gael eu cyflwyno)
Minutes of the Academic Board held 14.06.10 (to be tabled)

q. Cofnodion Panel Chweched y Rhyl Panel a gynhaliwyd ar 17.06.10
Minutes of the Rhyl Sixth Panel held 17.06.10

- *I nodi a chymeradwyo newidiadau i'r rhestr / To note and approve changes list*
- *Er mwyn trafod ymarferoldeb datblygiad lledlawr y Rhyl ymhellach
To further discuss practicality of Rhyl Heartspace mezzanine floor development.*

r. Cofnodion y Pwyllgor Tendrau a gynhaliwyd ar 17.06.10
Minutes of the Tenders Committee held 17.06.10

- *I gytuno, yn dilyn dadansoddiad, i ddyfarnu'r cytundeb i Yswirwyr y Coleg
To agree award of contract to College Insurers subsequent to analysis.*

s. Cofnodion y Pwyllgor Adnoddau a gynhaliwyd ar 17.06.10
Minutes of the Resources Committee held 17.06.10

Eitemau i'w cymeradwyo - Items for approval

- "3G Pitch:

Penderfynwyd yn unfrydol y: argymhelliad yn cael ei wneud i'r Pwyllgor Adnoddau y Midland CSB Limited derbyn y contract gosod ar gyfer y datblygiad cae ar sail gwerth gorau, ar gost o £ 429,656.24.

It was resolved that: a recommendation be made to the Resources Committee that Midland CSB Limited be awarded the installation contract for the pitch development on basis of best value, at a cost of £429,656.24.

- Busnes newidiadau Pwynt yn Nolqellau: / Business Point alterations at Dolqellau:

Penderfynwyd yn unfrydol y: argymhelliad yn cael ei wneud i'r Pwyllgor Adnoddau a Bwrdd llawn y contract yn cael ei gosod i K & C Construction Limited am swm o £ 235,290.36 ynghyd TAW.

It was unanimously resolved that: a recommendation be made to the Resources Committee and full Board that the contract be let to K&C Construction Limited at a sum of £235,290.36 plus vat.

- Peiriannau copio: / Copiers:

Penderfynwyd bod argymhelliad yn cael ei wneud i'r Pwyllgor Adnoddau a Bwrdd llawn y contract yn cael ei gosod i Canon y DU ar prynu "yn llwyr" sail ar gyfanswm cost o £ 284,761 ynghyd â TAW, yn talu i fod yn lledaenu priodol dros o bum cyfnod y flwyddyn

It was resolved that a recommendation be made to the Resources Committee and full Board that the contract be let to Canon UK on a "purchase outright" basis at a total cost of £284,761 plus VAT, with payments to be appropriately spread over a five year period."

t. Cofnodion y Pwyllgor Archwiliad a Risg a gynhaliwyd ar 23.06.10
Minutes of the Audit & Risk Committee held on 23.06.10

17. Cofnodion y Pwyllgorau Ymgynghorol - Minutes of Consultative Committees

Dim i'w adrodd yn ôl / None to report.

18. Adroddiad y Clerc – defnydd o Sêl y Coleg: - Clerks information report - use of College Seal:

Mae'r sêl wedi gwneud cais i contract rhwng Coleg Llandrillo a Capita Symonds Limited am gyfnod PA@G un yn gweithio (Glanrafon adnewyddu) a'r adeiladau dros dro ar y safle.

The seal had applied to a contract between Coleg Llandrillo and Capita Symonds Limited regarding PA@G phase one works (Glanrafon refurbishment) and associated temporary buildings at the site.

PAPURAU GWYBODAETH - INFORMATION PAPERS

19. Tîm Uwch Reoli - i dderbyn crynodeb o gyfarfodydd y TUR a gynhaliwyd ers Cyfarfodydd diwethaf Bwrdd y Gorfforaeth - 24.05.10 and 21.06.10
Senior Management Team – to receive a summary of SMT meetings held since last Corporation Board Meetings – 24.05.10 and 21.06.10
20. **Eitem Gyfrinachol: Confidential Item:** Crynodeb o Banel Penodiadau Staff - Staff Appointments Panel Summary (24.05.10 – 21.06.10)
21. Dyddiadau ac amseroedd y cyfarfodydd nesaf – yn cychwyn am 5.30yh – i'w cynnal yn Ystafell y Bwrdd oni bai ei fod wedi ei nodi fel arall:
Dates and times of next meetings – commencing at 5.30 pm – to be held in the Board Room unless otherwise marked:

Dydd Mercher / Wednesday	20.10.10	Dolgellau
Dydd Iau / Thursday	09.12.10	Rhyl
Dydd Iau / Thursday	17.02.10	Rhos
Dydd Iau / Thursday	14.04.10	Rhos
Dydd Iau / Thursday	19.05.10	Rhos
Dydd Iau / Thursday	07.07.10	Rhos