

THE CORPORATION OF THE COLLEGE OF NORTH EAST LONDON

POLICY AND RESOURCES COMMITTEE

Minutes of the meeting held 7.00pm Wednesday 13 May 2009 in the Boardroom at the Tottenham centre of the College.

Present: Mr M. Cooke (Chair)
Ms C. Sullivan
Mrs J. Bax
Mr P. Head

Apologies Mr K. Brown

In attendance: Mr D Mathieson (Secretary to the Corporation)
Ms C. Wills (Director of Human Resources) (Items 1-6)
Mr P. Head (Principal)
Mr C. McCutcheon (vice-Principal Finance and Resources)
Ms J. O'Neill (Vice-Principal Curriculum and Learner Experience)
Mr W. Pitumpe (Director of Finance)

830 Urgent Business

There were no items of urgent business

831 Declarations of Interest

Mr P Head and Mr M Cooke declared interests in respect of Item 9 External Provision.

832 CONFIDENTIAL Minutes of the Meeting held 11 March 2009 (PR647)

The Committee AGREED:

i) To approve the minutes as a true and accurate record

833 Matters Arising

There were no matters arising

834 Human Resources Report (PR468)

Ms Wills presented the report highlighting updating the meeting on changes since the last report.

There has been an increase in the casework for performance. Support and development for staff involved are key elements of the process.

The group grievance involving a number of HPL staff is still proceeding towards an employment tribunal. CONEL's legal insurers continue to cover the college's legal costs. A case alleging sex discrimination has been withdrawn.

Consultations are underway regarding changes to college employment procedures. Using the services of ACAS an 8 point pay scale for teaching staff has been agreed with the unions.

A limited number of staff are at risk of redundancy due to decisions to cease certain roles during the business planning cycle. Consultation with affected individuals is underway. Every effort will be made to redeploy and retrain individuals at risk of redundancy. A number of new posts have been advertised and all those 'at risk' have been given the opportunity to be shortlisted if they meet the main criteria. The Principal explained that it is normal to recruit staff at this time of year in time for the start of the new college year.

An update on ISA issues was requested for the next meeting.

The Committee Agreed:

i) To note the report

835 Finance and Related Reports (PR649)

a) Management Accounts

Mr. Pitumpe summarized key points from the accounts advising that there was little change since the last update. Train to Gain (T2G) has performed less well than anticipated but is still shown as being able to meet the targeted contribution by the year end due to some late delivery last year being accounted in 2008-09.

Mr. McCutcheon clarified a number of points on the property strategy emerging from the presentations to the joint governor's conference 8 May. A more prudent approach to planning should reduce initial costs to colleges in the early planning stages. A range of options are being considered for CHENEL as presented at the conference. Concerns were expressed about the PCT option at Enfield as the trust may be restricted in terms of funding.

The Committee AGREED to:

i) Note the report

b) Risk Register Update

Mr. McCutcheon summarised minor changes to the risk register noting risk reductions in ICT provision, and health and safety risk assessments. Level of risk associated with merger and organisational change had been increased. He advised that the high number of areas showing in red was mainly due to impact rather than likelihood.

The Committee AGREED to:

ii) Note the report

c) Budget Planning 2009-10

The outline paper set the planning assumptions for the CONEL Budget for the coming year. A joint budget for the merged college is under preparation separately. Key points considered include:

- College has been awarded an above average LSC funding settlement including Adult Responsiveness linked to an increase in target bearing activity;
- LSC income not sufficient in real terms and cost savings are being identified in a number of areas including staffing and some reductions in marginal provision;
- The reduction in T2G funding of £2million relates to income received by CONEL as lead member of a consortium of colleges in North London with the college effectively acting as banker;
- Issues relating to 'Protected' and 'Developmental Learning' were clarified;

Mr. McCutcheon updated the meeting on progress with the funding issues at Enfield College advising that he now has greater confidence in their finances.

The Committee AGREED to;

i) Note the report

836 College Merger (PR650)

a. Key Actions (CONFIDENTIAL)

The report set out key actions to be addressed by the board prior to the merger.

b. Meetings Calendar 2009-10

The draft meetings calendar will be considered by the Board 21 May.

c. Issues from Joint Conference 8 May 2009.

Further development requirements of governors to be identified and related activities planned. Action by Derek, Jane and Chris.

The Committee AGREED to;

- i) Note the report.**

837 Health and Safety Update Report (PR651)

Members queried the style and relevance of the report. The Principal advised that future updates would contained within the HR Directors report.

The Committee AGREED to;

- i) Note the report.**

838 Date of Next Meeting

7.00pm Wednesday 24 June 2009

839 Urgent Business

There was no urgent business.

Signed
(Chair)

Date: 24 June 2009