

**The Corporation of the College of Haringey, Enfield and North East  
London**

<b>COMMITTEE</b>	<b>CORPORATION</b>
Time and Date of meeting	7:00pm Tuesday 24 March 2010
<b>MINUTES</b>	Enfield Centre

(\* denotes absence)

**MEMBERS**

Mr. K. Brown (Chairman) Mr. S. Wright (Vice-Chairman);\*  
 Ms J. Bax, Dr. K. Bevis, Mr M. Cooke, Mr F. Ellis, Mr L. Faizi\*, Cllr D.  
 Goddard, Mr K. Harmsworth\*, Mr J. Johnstone , Mr P. Head, Ms J.  
 McCulloch, Cllr G. Meehan; Ms D. Mirgova\*, Ms E. Mould, Mr H. Patel , Rev.  
 N. Obunge,\* Ms A. Rudkin, Cllr E. Santry , Ms C. Sullivan\*, Ms H. Wilson, Dr.  
 M. Wing, (from item 8) Ms M. Hayward\*, Mr S Mehmet;

In attendance

Mr. C. McCutcheon Vice Principal (Finance and Resources)  
 Mr. S. Jakubowski Vice Principal (Human Resources and Development)  
 Ms. J. O’Neil Vice Principal (Curriculum and Learner Experience)  
 Mr. D. Mathieson Secretary to the Corporation  
 Mr. W Pitumpe (Director of Finance)  
 Mr. K Hintz (Director of 14-19)

**ANNOUNCEMENTS**

- C1/0310**    1.1    The Chairman clarified the necessity of bringing the date of the meeting forward and thanked members for a good turnout.
- 1.2    It was AGREED to deal with the general business items and to defer that item 8 to the end of the agenda to allow sufficient time for debate on this major issue.

**C2/0310**    **APOLOGIES**

- 2.1    Apologies for absence were received from Ms C Sullivan; Mr S Wright; Rev N Obunge.
- 2.2    Apologies for lateness were received from Dr M Wing.

**C3/0310**    **DECLARATIONS OF INTEREST**

- 3.1    Declarations were RECEIVED from Messrs Head, Cooke, and Brown as Directors of College Companies. This relates

to items concerning College companies arising from committees under both parts of the agenda.

**RESOLUTION**

**The Corporation NOTED the declarations of interest.**

C4/0310

**Minutes**

4.1 **Minutes of the CONEL AGM held 1<sup>st</sup> April 2009**

The Secretary explained the background to the AGMs held by the CONEL Board and that the practice had been discontinued.

**RESOLUTION**

**i) The Corporation APPROVED the minutes as a true and accurate record.**

4.2 **Corporation meeting held 15 December 2009**

**RESOLUTION**

**The Corporation APPROVED the minutes as a true and accurate record subject to the following amendment:**

**ii) In Attendance: add 'Mr W Pitumpe'.**

C5/0310

**Matters Arising.**

5.1 Minute 12.4: Ms Rudkin clarified issues relating to the way in which the college may benefit from college companies.

C6/0310  
CO29

**Principal's Report**

6.1 The Principal explained the new format for the paper advising that the report would raise issues that Governors needed to be aware of and not reported elsewhere. It would also deal with those issues that management feel they would benefit from governor feedback. It is important that Governors have a full understanding of issues that they may not be aware of unless notified by management. The need to identify and understand the themes emerging from issues raised was identified.

6.2 The Chairman asked for clarification of the statement by Kevin Brennan that there would be no cuts in FE at a time when Colleges are being given heavily reduced budgets for the coming year. The Principal clarified how the cuts are being applied to the FE sector stressing that more funding was likely to be picked up by other providers than Colleges. He spoke of the opportunities of accessing further funding

through initiatives such as Train to Gain stressing the importance of the College acquiring more contracts.

**RESOLUTION**

**The Corporation agreed to NOTE the Report.**

C7/0310  
CO30

**Minutes from Committees**

7.1

The Corporation received the minutes from the following committees:

- Learner Forums 25 & 26 January 2010
- Standards Committee 10 February 2010
- Audit Committee 15 March 2010
- Finance Policy & Resources Committee 20 January 2010
- Finance Policy & Resources Committee 17 March 2010

7.2

The Secretary advised that the minutes of the Human Resources Strategy Group would be circulated later as these were awaited. It was noted that a summary of the issues discussed by the Group was contained in the Finance Policy & Resources Minutes of 17 March 2010.

7.3

The Chair of Standards Committee welcomed the reports from the Learner Forums and noted that the action points had been picked up and reported back to the Board. Regarding the minutes from the Standards Committee Councillor Goddard Advised that the Attendance and Punctuality issues would be revisited at the summer meeting.

**RESOLUTION**

**The Committee agreed to NOTE the report.**

C8/0310  
CO31

8.1

**Issues from Committees**

**RESOLUTION**

**The Committee agreed to:**

- a) **Note the Report.**
- b) **To refer the Fraud Policy back to Management to ensure that the suggested amendments from the Audit Committee had been included.**

C9/0310  
CO32

- 9.1 **Reports from Conferences**  
The Chairman and the Secretary of the Corporation reported on the National Governance Conference and described the outcomes of a number of sessions that they had attended.

**RESOLUTION**

**The Committee agreed to NOTE the Report.**

C10/0310  
C028

- 10.1 **Strategic Budget 2010-11 Implications and issues**  
The Principal advised that the first paper in the report gave the background to the funding cuts and highlighted the need to deliver a balanced budget to take account of a £2.5M reduction in funding for 2010/11. He advised that the Finance Policy and Resources Committee had considered this in detail at its meeting of 17 March.
- 10.2 The second paper provided more detailed proposals in relation to the strategy to deliver the budget.
- 10.3 The third paper related to proposed changes to the voluntary redundancy scheme noting that redundancies will be essential as part of the savings strategy. Currently the scheme for former CONEL staff is more generous than that for former Enfield staff. In the current climate the CONEL scheme is not affordable and it was reported that many colleges now offer only the statutory redundancy scheme.
- 10.4 Mr Head described a substantial growth in funding by as much as 25% over the previous eight years for further education. He set the projected cuts in the context of the current crisis in public expenditure and the need for Colleges to focus on priorities and hitting targets. He described the key elements underpinning the strategy for achieving savings, including;
- Deletion of non essential posts
  - Savings from merger restructuring
  - Reductions in leadership and management at all levels
  - Savings on roll forward costs from 2009-10 to 2010-11
  - The importance of including a 1% budget surplus in the accounts.
- 10.5 The key focus for the College is to protect its long term viability. Regarding the deletion of non essential posts, this does not mean that every vacancy will be deleted. There are a number of essential posts that need to be filled in order to

deliver specific key areas of provision. The College is in better shape than many others. Good leadership and management are a key factor behind this.

10.6

The overall college strategy developed and agreed as part of the merger process remains sound and the strategic direction of the College will not overall be affected by the cuts.

10.7

Ms O'Neill highlighted the key impacts that cuts will have on the curriculum and identified strategies for dealing with them including;

- Further growth within 14-19 vocational specialisms with clear progression routes;
- More courses currently run under franchise contracts being brought in-house.
- Short courses for young people being reduced to maximise funding in the future.
- Schools provision at KS4 will be developed on a self financing basis.
- One Hundred new learners will be recruited as part of the football academy initiative with Oaklands College.
- Diploma provision will be expanded including the bringing forward of the implementation date for provision at the Enfield Centre.
- Apprenticeship provision will be expanded.

10.8

The most significant impact in curriculum reductions will affect adult provision in the area of Skills for Life and Work. This area has a substantial amount of unfunded non priority and non target bearing provision and will be severely affected. Reductions in provision will be undertaken on an incremental basis to protect progression routes for low level learners. Other sources of funding may be developed in partnership with the local authority and European Social Fund projects.

10.9

Future provision will need to maximise class sizes. ESOL will be particularly affected by this decision. Getting staff to run their classes with higher numbers is a big challenge.

10.10

Adult achievement is declining partially due to time constraints with learners work and their other commitments. Many learners do not progress to university because of the cost implications.

10.11

Mr McCutcheon took the meeting through the financial implications of the report stressing the importance of winning new business and advising that the budget would take a cautious view on this in the current economic climate.

- 10.12 In response to questions the following points were made;
- The rationale for bringing franchising arrangements in-house and the different arrangements for such provision to that provided by the Colleges subsidiary companies were clarified.
  - It was confirmed that the College is expecting further cuts in 2011 & 2012. This will be taken account of in curriculum planning to ensure that any provision started this year will ensure that learners are able to complete their course despite any further cuts.
  - It is recognised that there will be an impact of bigger class sizes, less funding for salaries, and that new strategies including the expansion of VLE/E-Learning/on-line tests and E-Books plus a range of other strategies will be put in place.
  - The Principal advised that the College is meeting with Haringey and Enfield Councils to discuss the impact of change and what can be achieved working together.
  - A single affordable redundancy scheme for the whole should be implemented during the summer term following consultation with staff.
- 10.13

## **RESOLUTION**

### **The Committee AGREED:**

- i) To NOTE the Report.**
- ii) To NOTE the anticipated funding reductions and agree the anticipated funding reductions.**
- iii) To APPROVE the proposed budget strategy for 2010 – 11.**
- iv) To Establish a new voluntary redundancy scheme across both centres of the College of a lump sum payment comprising of no more than:**
  - One and a half weeks pay for each year of service above the age of 21;**
  - Two weeks pay for each year of service at or above the age of 41;**
  - A limit of 45 weeks pay;**
- v) That the proposed scheme be based upon the statutory weekly maximum (£380) or the actual salary if lower.**
- vi) That the scheme to be introduced with effect from 1 April 2010 and that any redundancies as a**

consequence of the budget setting for 2010-2011 are dealt with under this scheme.

vii) To Authorise College Management to commence consultation with the recognised trade unions with the aim to implement revised voluntary redundancy scheme covering the Tottenham and Enfield Centres.

viii) To APPROVE delegated authority being given for the Chairman and Vice Chairman of the Corporation, The Chair of the Human Resources Group, and the Chairman of the Finance, Policy and Resources Committee to agree the detail of the final scheme following recommendation from the Principal.

11/0310 11.1 **Date of Next Meeting**  
7.00pm Thursday 20 May 2010 at the Tottenham Centre.

12/0310 12.1 **Urgent Business**  
There was no urgent business.

13/0310 13.1 **Confidential Agenda**

**RESOLUTION**

The Corporation AGREED that all staff, with the exception of Senior Postholders withdraw from the meeting.

Signed:.....  
(Chairman)

Date: 20 May 2010