

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

<b>COMMITTEE</b>	<b>FINANCE, POLICY AND RESOURCES</b>
Time and Date of meeting	7.00pm Wednesday 20 January 2010
<b>MINUTES</b>	Tottenham Centre

**MEMBERS**

Mr M. Cooke (Chairman), Ms E. Mould (Vice Chair), Mr S Wright, Mr K. Brown, Ms C. Sullivan, Mr P. Head. Mrs J. Bax.

(\* denotes absence)

In attendance

Mr. W. Pitumpe (Director of Finance), Mr S Jakubowski (Vice Principal Human Resources and Development); Ms J. O’Neil (Vice Principal Curriculum and Learner Support); Mr C. McCutcheon (Vice Principal Finance and Resources); Mr D. Mathieson (Secretary to the Corporation); Mr P. West (Turner and Townsend); Mr M. McCullom (KSS). In attendance item 9

**F/1/0110      APOLOGIES FOR ABSENCE**

- 1.1 There were no Apologies for absence.
- 1.2 An apology for lateness was received from Mr Cooke (arrived 7.10pm).
- 1.3 The Deputy Chair Ms E Mould chaired the meeting from 7.00pm - 7.10pm)

**F/2/0110      Urgent Business**

- 2.1 It was AGREED that item 8 Property Strategy Report be taken after item 2 to allow the property consultants to carry out their presentation and then leave.

**F/3/0110      Property Strategy**

FPR015

- 3.1 The Principal updated the committee on progress with the strategy reminding members of the background to the reduction of the scale of the proposals due to the funding issue with the LSC.

- 3.2 Mr West presented a revised property strategy with a value of £10million funded from a mix of cash reserves and borrowing. He advised that the project is based on the proposals contained in the merger document. Further work on the project leading to a final version of the plan would be informed by governor's comments. He requested that these be submitted to Paul Head or Chris McCutcheon.
- 3.3 Mr McCullom presented a range of building options for both college centres and described decanting arrangements to be implemented during building work ensuring business continuity. All options at the Enfield Centre include retention of the 'Park' building. The key focus at the Tottenham Centre would be changes to improve circulation, and recreational facilities.
- 3.4 The Principal reported on interest expressed by a developer in a portion of land at the Enfield Centre. This might provide a source of capital funding to the college. He further advised that the interest of the Primary Care Trust, and local GP's Cooperative in Enfield had been revitalised and options for the development of a polyclinic in conjunction with the development of the Park building were being considered. The next draft of the proposal will include the PCT option. All the options for the Enfield Centre require demolition of the Ryde building. He spoke of opportunities for apprenticeship training afforded by the building proposals.
- 3.5 Regarding the interest expressed by the PCT Ms Mould drew attention to the positive implications of section 106 of the Housing Act and multi agency partnership.
- 3.6 Feedback from the Committee should include a steer on the favoured options to inform the next report.
- 3.7 The Secretary advised that, due to the reduced scope of the property strategy it is proposed that the Property Strategy Group, a sub committee of the Finance, Policy and Resources Committee, (FPR ) is dissolved and that property matters are dealt with directly by the committee.

**RESOLUTION**

**The Committee RESOLVED to:**

- i) note the report;**
- ii) submit comments and recommendations on the proposals;**
- iii) dissolve the Property Strategy Group.**

**F/4/0110**

**DECLARATION OF RELEVANT INTERESTS**

- 4.1 Messrs K. Brown; M. Cooke; P. Head, as Directors of College Subsidiaries, declared interest regarding an update report on External Providers to be considered under Matters Arising.

**F/5/0110**  
FPR008

## **MINUTES**

### **Minutes of the Policy and Resources Committee**

5.1 The Minutes of the meeting held on 25 November 2009 were **CONFIRMED** and signed by the Chairman as a correct record.

**F/6/0110**

### **Matters Arising**

6.1 Minute F9/11/09: Mr McCutcheon presented further details on the partnership with Silvertrack Ltd to provide training in rail track laying at the Enfield Centre, and clarified related funding issues.

#### **RESOLUTION**

**The Committee RESOLVED to:**

- i) Confirm the following contracts;**
  - 1. LSC/ESF for 50 NEETs value to £100k;**
  - 2. LSC Learner Responsive Funding for 40 L1 16-18 year olds (max value £42k)**
  - 3. Silvertrack 60 full framework apprentices (max contract value £316k)**

6.2 Minute F9/11/09: Mr McCutcheon advised that he wished to report a matter relating to the performance of a named individual and that this should be subject to confidentiality.

#### **RESOLUTION**

**The Committee RESOLVED that:**

- i) the matter be treated as CONFIDENTIAL and is the subject of a separate confidential minute.**

**F7/0110**

## **HUMAN RESOURCE ISSUES**

7.1 Minutes of the Human Resources Sub Group 25 November 2009.

7.2 It was noted that copies the revised HR policies and procedures had been circulated to all staff.

#### **RESOLUTION**

**The Committee RECEIVED the minutes.**

7.3 HR Directors Report. Mr Jakubowski drew attention to the following points;

- A new Director of HR has been appointed. Ms Tanya Carter joins the College from a post in another FE College prior to which her experience was in the local authority and NHS sectors.
- A new Estates Manager has been appointed from within the college.
- An interim Health and Safety Manager is in post pending appointment to the permanent position. The post has been advertised.
- An internal audit on Safeguarding has been undertaken. Initial verbal feedback from the auditors has been positive.

7.4 The Principal advised of the high cost associated with redundancies particularly where the early retirement of staff participating in the LGPS is involved. Every effort will be made to redeploy/retrain staff whose posts are deleted.

**RESOLUTION**

**i) The Committee Noted the report.**

**F/8/0110**  
FPR013

**FINANCE AND RELATED REPORTS**  
**Management Accounts**

- 8.1 Mr Pitumpe reported that the accounts represent a prudent approach and noted the need for additional provision to meet a £500k gap in funding. A saving of £75k on pay expenditure is projected by the year end. This is a result of savings on vacancies in Estates and LDMI service areas.
- 8.2 The issues experienced with ESF projects last year have not been repeated and the forecast for the current year is that the college will do better than planned. The adverse variance relates to the timing of payments from the LSC.
- 8.3 There is a growing confidence in the College's ability to meet its targets by the end of the year.

**RESOLUTION**

**The Committee Noted the report.**

**F/9/0110**  
FPR014

**Strategic Budget and Curriculum Implications of Funding 2010-11**

- 9.1 The report provided an update on the development presentation given to the corporation at its meeting of 15 December 2009. The Principal highlighted implications of the November pre budget report which for our 16-18 provision indicates that we should maintain our cash position in the current year subject to a 2% efficiency gain.
- 9.2 There are challenging assumptions in adult responsive provision however the college is on target for level 2 and 3 provision.

- 9.3 The full funding implications as understood at the present time were reported highlighting the overall need to deliver more provision for less funding. A key issue for the College is a reduction in the weighting for ESOL courses. A different profile of provision will be required with limited resources available to fund community and short course provision.
- 9.4 The College has opportunities to increase its external and franchise provision but this presents a major challenge as the core staffing base is not geared to the flexible nature of the work.
- 9.5 Ms O'Neill stressed the need for the college to continue to drive up standards and take decisive action on provision that fails to meet targets. Future funding will be dependant on this and there is no scope for negotiation with funding bodies about quality of provision.
- 9.6 A clearer picture of the budget position will available in March and governors will be kept updated.
- 9.7 The Principal advised that the new logo for the college had been implemented and had received a positive response from learners and staff.

<p><b>RESOLUTION</b></p> <p><b>The report was noted</b></p>
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**F/10/0110**  
FPR017

**Modification Order Instruments and Articles of Government**

<p><b>RESOLUTION</b></p> <p><b>The report was noted</b></p>
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**F/11/0110**

**Date of Next Meeting**

**7.30pm Wednesday 17 March at the Enfield Centre**

**F/12/0110**

**Urgent Business**

**There was none.**

Signed.....  
(Chairman)

**Date: 17 March 2010**