

**THE COLLEGE OF
HARINGEY, ENFIELD & NORTH EAST LONDON
CORPORATION**

Agenda No:	5	Report No:	C076
Report Title:	Minutes		
Report Author:	Secretary to the Corporation		
Meeting:	Corporation		
Date:	13 December 2010		
Summary:	Minutes of the meeting held Thursday 21 October 2010.		
Financial Implications & Risk Implications:	N/A		
Equal Opportunities and Diversity Implications:	N/A		
Impact on Learning and the Learner and ECM Issues:	N/A		
Recommend:	The Corporation APPROVE the Minutes.		

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

COMMITTEE	CORPORATION
Time and Date of meeting	21 October 2010
MINUTES	Tottenham Centre

MEMBERS

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

In attendance

Mr. C. McCutcheon Vice Principal (Finance and Resources)
 Ms. J. O'Neil Vice Principal (Curriculum and Learner Experience)
 Ms N. Shoffman Secretary to the Corporation
 Mr D Mathieson (item 1 only)

C1/1010

1.1 Apologies and Announcements

Apologies for absence were received from Governors:
 Mr S Wright, Mr J Johnstone and Ms J McCulloch.

1.2

A presentation was made to Mr Mathieson to mark his
 forthcoming retirement following many years service to
 the College in a number of roles, and notably for the past
 fourteen years as secretary to the corporation. The
 Chair thanked Mr Mathieson for all his hard work and
 support as secretary to the corporation and wished him a
 long and happy retirement. Mr Mathieson responded and
 thanked all members of the corporation for the generous
 gift and their good wishes.

1.3

The Chair welcomed Ms Shoffman to her first
 Corporation meeting.

RESOLUTION

**The Corporation recorded a vote of thanks to Mr
 Mathieson.**

C2/1010

2.1 Declaration of Interest

Declarations were made by Mr K. Brown; Mr M. Cooke;
 and Mr P. Head in respect of item 12 (F2) Parent
 Company Guarantee.

**C8/1010
C066/C067**

8.1 Principals Report and Presentation of Strategic Implications of Government Changes and Related Issues

The Principal gave a presentation outlining the key points of the CSR that had been announced, the likely impact on the College and the next steps.

8.2 The Principal summarised his presentation by saying that it is difficult to know what the implications are for the College but if the cuts are applied equally across the sector this translates to a 6.5% funding reduction for the College.

8.3 The College is looking at an approximate cut of 6.25% next year with a total of 25% over 4 years of the adult budget. The current adult budget is c. £24.5M. A 6.25% reduction next year would be £1.5 million, 25% over 4 years would be £6 million, leaving an adult budget of £18.5 million.

8.4 The current 16-18 budget is £15.5million. A 3% reduction next year would be £0.5 million, 12% over 4 years would be £1.8 million, leaving a 16 -18 budget of £13.6 million.

8.5 The Corporation requested the Principal to provide a further update at the next meeting.

RESOLUTION

The Corporation NOTED the Report.

**C9/1010
C068**

9.1 2009/10 Draft College SAR Summary Position

The Corporation was advised that KPMG were in the process of undertaking a routine audit of the learner responsiveness 2009/10 funding claim on behalf of the SFA/PFA. This has impacted on the achievement data being inputted.

9.2 Ms O'Neill cautioned that the Summary Position report comes with a health warning in view of the data position highlighted already and so is subject to change.

9.3 Some progress has been made in some of the areas of concern which were identified last year but new areas of concern are emerging.

9.4 Significant progress has been made against the targets from last year's QIP. The majority of the provision has been graded as 2. Construction has declined from a grade 2 to a grade 3.

9.5 ESOL has declined from a grade 2 to a grade 3. This appears to be due to a methodology change, students are now required to pass the entire suite of qualifications to get a pass.

9.6 Curriculum areas reviews will be starting after half term for the grade 3 areas.

- 9.7** Progress with the SAR will be looked at throughout the year to enable governors to understand the process and consider any issues which may be arising. The outcome of the key areas where the College is trying to drive up achievement will come to Corporation.
In respect of the Lesson Observation process the external quality consultant who is also an Ofsted (Additional Inspector) met with SMG and UCU and went through the report and her recommendations form a new scheme. UCU are consulting members on the report and the proposed new scheme. A dispute is likely. Cllr Goddard commented that this is a complex issue and there is a need to identify the parts that require support as well as an understanding of the package. Ms O'Neill advised that Peer Observations were already in place at both Centres.

<p>RESOLUTION The Corporation NOTED the Report.</p>

**C10/1010
C069**

- 10.1 Minutes/Reports from Committees**
Finance Policy & Resources Committee 6 October 2010
Search Committee 6 October 2010
Standards Committee 13 October 2010
- 10.2** Cllr Goddard advised that the Appraisal Issue had been considered at the Standards Committee meeting and an action point was agreed whereby this matter will be overseen by the Finance, Policy & Resources and Standards Committees to ensure the process is working cross College in addressing quality issues.
The Principal advised that the Appraisal system has undergone a full cycle and a full and accurate record to check all appraisals have been done is being produced and the outcomes will be fed into the staff development plan.

<p>RESOLUTION The Corporation NOTED the Report.</p>

- 10.3 Issues from Committees**
Finance, Policy & Resources Committee 6 October 2010
- 10.4 F1. College Merger one year on.**
The Principal produced this report in order to detail the outcomes of the merger and account for the costs involved. The total direct costs were £341K
The merger proposal was the basis of the three year College Development Plan.

- 10.5** The costs of restructuring were £597k. but this achieved a saving of £1.4M. The financial assumption in the three year forecast was that savings would only be achieved at the end of the first 3 years however a consequence of moving ahead with the reorganisations early was that savings were made in year contributing to the operating surplus achieved for 2009-2010 being ahead of the budget.
- 10.6** All members of staff are on the same contracts apart from 11 members of staff who remain on Enfield College contracts. As the Terms & Conditions of these contracts are more generous these members of staff will not be eligible for any future pay award or holiday increase. The cost of the harmonisation was £28k for the one off payment to staff.
- 10.7** One off Merger Costs to 31st July 2010 were £1,694k but in the final analysis will cost just under £2M and will be written off against reserves The annual savings as a consequence of the merger are £1,450k per annum
- 10.8** Ms Hayward commented that the new organisational structure appeared very top heavy with managers and it seems as though the chain of command is getting longer. The Principal advised that in fact there are 35% fewer managers in the structure which is flatter than the previous one. He then clarified the structure that sits below the first three tiers shown in the chart.

RESOLUTION

The Corporation NOTED the Report.

10.9 F2. Parent Company Guarantee

The Corporation considered the proposed approach for the College to provide parent company guarantees for wholly owned subsidiaries of the College as set out above. This had been considered and approved by the Finance Policy & Resources Committee but as some of the contracts exceed £1M Corporation approval is also required.

RESOLUTION

The Corporation APPROVED the Parent Company Guarantee recommendations.

**C11/1010
C070**

11.1 Governance Issues

The Secretary advised that the attendance figures for 2009-10 for Corporation, Standards and Search Committees meetings had fallen due to a number of factors and anomalies which have been or are in the process of being addressed.

