

MOULTON COLLEGE FEC

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the Finance and General Purposes Committee Meeting Held on Thursday 29th October 2009

Present: Mr C Alderson-Smith (in the Chair), Mrs C Boardman, Mr J Gaggini,
Mr P Heygate and Mr R Thompson

In Attendance: Mr R Chapman. Mr J Mair, Mr M Wilkinson

09/176 Apologies for absence (agenda item 1)

Apologies were received from Mr C Barney. Mr C Moody would be arriving later.

09/177 Declarations of interest (agenda item 2)

Mrs Boardman declared an interest in any items concerning Daventry District Council and Northamptonshire County Council. Mr Heygate declared an interest as a supplier to the College.

09/178 Minutes of the meeting held on 24th September 2009 (agenda item 3, paper A)

The minutes were accepted as a true and correct record.

09/179 Matters Arising (agenda item 4)

There were no matters arising.

09/180 Equality and Diversity (agenda item 5, paper B)

The termly report was discussed. The full draft of the single equalities scheme and its associated action plan were now ready for approval by the Board. The analysis of the learner profile was discussed. The Equality and Diversity Management Group also looked at this data by subject area. Following discussion, *the report was noted.*

Robin Chapman left the meeting. Chris Moody joined the meeting.

09/181 New Developments – Progress Report (agenda item 6)

a) LRC Extension (paper C)

The financial report was discussed. The approved sum needed to be adjusted to include all the refurbishment costs for the existing LRC. The building was working well. Some problems with the IT were being addressed. Following discussion, *the report was noted.*

b) Vocational Skills Academies

i) South Northants (paper Di)

The financial report was discussed. The new classrooms and animal centre were in use and the building was proving to be excellent. The old electrical workshop now needed some refurbishment. Following discussion, *the report was noted.*

ii) East Northants (paper Dii)

The financial report was discussed. Work on the plumbing workshop extension had started. Following discussion, *the report was noted*.

iii) Daventry (paper Diii)

The financial report was discussed. The facilities were up to the College's standards. Some landscaping would be carried out to the area around the exterior of the workshop. Following discussion, *the report was noted*.

c) Enabling works

Verbal planning approval had been received for the 2 houses and access road, subject to an agreement to demolish 2 houses on the Main Site. The original tender was being re-negotiated with Deejak Ltd and should result in a lower price. Work would start as soon as possible. The access road to the Main Site would be widened at Easter and the site access road to the Social Centre built. The site compound would then be erected with a view to starting work in the second week of July, for completion in summer 2011. Following discussion, *the report was noted*.

d) Student Social Centre (paper E)

The financial report was discussed. The plans were being looked at again as there was a considerable slope on the site. This may result in an increase in cost. It was hoped to invite tenders for the project by Easter, to start in July. Following discussion, *the report was noted*.

e) Sports Therapy and Injury Rehabilitation Centre (paper F)

The financial report was discussed. It was hoped to achieve a significant reduction in cost as the building footprint would be smaller and the swimming pool would cost less to build than originally thought. This would have a moving floor so the depth could be varied. There was no requirement for lifeguards at 1.5m depth. There was likely to be less occupancy by an operating practice and more by visiting practices. Following discussion, *the report was noted*.

09/182 Capital Development Programme (agenda item 7)

a) Planning Applications

There was an issue with the application as the transport report would not be ready for the meeting on 4th November. It had therefore been agreed to defer the application to the meeting on 25th November. Following discussion, *the report was noted*.

b) LSC Capital Support Application

The application to build and borrow had been signed off with conditions. The costs had to be firmed up and detailed proposals on funding submitted. Following discussion, *the report was noted*.

09/183 Management Accounts for August 2009 (agenda item 8, paper G)

The accounts were discussed. The surplus to date was £59,885 over the budget. The College was in financial category A and rated Outstanding under the Framework for Excellence. Following discussion, *the accounts were approved*.

- 09/184 Review of Operating Statement 2008-9 (agenda item 9, paper H)**
The majority of the items had been completed or implemented for ongoing action. Some items shown as not completed had actually been partially addressed. Following discussion, *the report was noted and it was agreed that an exceptions page would be produced in future.*
- 09/185 Full-time enrolment 2009-10 (agenda item 10, paper I).** Full-time recruitment in HE had been strong overall although a few courses were weak. Recruitment to landbased FE courses had been good this year. There were about 350 extra FE and 120 HE students overall. The College had funding for all the extra 16-18 FE and most of the HE. There was a shortfall in funding for full-time FE adult students. Funding for 2010-11 may be difficult due to the anticipated second year growth. Following discussion, *the report was noted.*
- 09/186 Policy updates (agenda item 11)**
- a) **Staff Disciplinary Procedures (paper J)**
 - b) **Grievance Procedures (paper K)**
 - c) **Harassment Policy (paper L)**
The proposed changes reflected the impact of new legislation. They would also be examined in detail by the Personnel sub-Committee. Following discussion, *the policies were approved for recommendation to the Board.*
- 09/187 Safeguarding of 16-18 residents (agenda item 12, paper M)**
This document was a statement of the College's procedures. Safeguarding was now a limiting grade during Ofsted inspections. Ofsted regarded it as good practice for Boards to have a Governor who had an oversight of safeguarding matters. It was also good practice for Governors to receive regular training on safeguarding. Following discussion, *the report was noted and it was agreed to recommend to the Board the appointment of a Governor to have an oversight of safeguarding. A Governor would be approached about this.*
- 09/188 Care Standards Inspection (agenda item 13, paper N)**
The timetable for the following week's inspection was discussed *and noted.*
- 09/189 New initiatives (agenda item 14)**
- a) **Newton Field Centre (paper O)**
NCC wished to reduce their financial liability so the College had been invited to become involved with the delivery of programmes at the centre but without any liability for rent or maintenance. It may be possible to share staff with Holdenby. Following discussion, *it was agreed to pursue the matter further and take a report to the Board.*
- 09/190 Cricket Academy**
Agreement had been reached with Northamptonshire County Cricket Club to establish an academy from September 2010. Students would make use of the facilities at the County Ground. Following discussion, *the report was noted.*
- 09/191 Date of next meeting (agenda item 15)**
Thursday 26th November 2009 at 9.30am in the Principal's Office. Mr Heygate

presented his apologies for absence.

09/192 Any other businesses (agenda item 16)

a) Thomas Harrison Trust

The income from the investment was currently very low and there was a large demand for student bursaries. Following discussion, *it was agreed that a report on the estimated shortfall in income would be brought to the next meeting.*

b) Study Tour requests

i) Visit to Wales by Countryside Management students

ii) Visit to Cumbria by Applied Animal Studies students

Requests for these study tours *were approved.*

Part 1 of the meeting concluded. Jamie Mair left the meeting.