

MOULTON COLLEGE FEC

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the Finance and General Purposes Committee Meeting Held on Thursday 29th September 2011

Part 1

Present: Mr R Thompson (in the Chair), Mr C Barney, Mr J Gaggini and Mr S Davies

In Attendance: Mr G Davies. Mr J Mair, Ms J Matthews

- 11/157 Appointment of temporary Clerk**
It was agreed that Ms J Matthews be appointed as the temporary Clerk
- 11/158 Apologies for absence (agenda item 1)**
Apologies were received from Mr P Heygate and Mrs C Boardman.
- 11/159 Declarations of interest (agenda item 3)**
There were no declarations of interest.
- 11/160 Minutes of the meeting held on Thursday 25th August 2011 (agenda item 4, paper A)**
The minutes were accepted as a true and correct record.
- 11/161 Matters Arising (agenda item 5)**
- a) University Technical College (minute 11/144a)**
The announcement of successful applicants will not be made until after 10th October 2011
 - b) Student Residences (minute 11/144b)**
There was no significant progress to report. It had been incorrectly reported that the College was building a 400 bed accommodation unit.
- 11/162 New Developments – Progress Report (agenda item 6)**
- a) Student Social Centre (paper B)**
The financial report was discussed. It was reported that the project was behind schedule by 2 weeks but is still due for completion by 20th January 2012. Furniture that is currently being delivered to the existing dining facilities will be used in the new Social Centre. An Access Control system is being fitted to several areas of the college for use by students and staff. A supplier of Deejaks had contacted the college and had been referred to the administrator. Following discussion, *the report was noted.*
 - b) Sports Therapy and Injury Rehabilitation Centre (paper C)**
The financial report was discussed. LCS Healthcare had been appointed to assist with preparation for CQC (Care Quality Council) approval which resulted in some minor changes being made to the building. A draft newsletter is to be sent to clinicians and there would be a welcome evening organised for 14th December 2011 for the Northampton Sports Medicine and Science group meeting at the College.

Meetings of the Clinical Advisory Board were proving very helpful. The meeting was advised that the original equipment budget may not be sufficient. Following discussion, *the report was noted*.

c) Countryside Skills Centre (paper D)

The financial report was discussed. The project was completed on time and is now open and fully operational. Following discussion, *the report was noted*.

d) Refurbishment of Main Site – Stewart House (paper E)

The financial report was discussed. The handover date had been extended to 30th September 2011. However, all work would not be completed by that date. Contractors would have to work out of hours to complete the project and could be subject to liquidated damages as per the contract. Hoarding around the lift shaft should be removed by 7th October 2011. Following discussion, *the report was noted*.

e) Refurbishment of Main Site – New Registry (paper F)

The financial report was discussed. GSS had confirmed that the two lowest bidders would hold their tender price. Anticipated completion of the project was December 2012. A paper would be brought to the next meeting. Following discussion, *the report was noted*.

11/163 Dairy Unit (agenda item 7 papers G and Ga)

A report had been commissioned from Acorus Rural Property Services Ltd concerning the implications of the NVZ regulations which come in to effect in January 2012. The report suggested five options. Following discussion, *it was agreed that Option 5 be approved*.

11/164 Commercial Enterprise Report – Management Centre (agenda item 8 paper H)

The report was discussed. Future targets would be more demanding. A closer relationship with Job Centre Plus needed to be established. Consideration was being given to new Waste Management courses. Following discussion, *the report was noted*.

Gerald Davies left the meeting.

11/165 Management Accounts for August 2011 (agenda item 9, paper I)

The accounts were discussed. The surplus to date was £109,470 over budget; the majority of this was a timing variance. The College was in financial category A and rated Outstanding under the Framework for Excellence. Following discussion, *the accounts were approved*.

11/166 Student Association/Student Social Club Accounts 2010-11 (agenda item 10, paper J)

The accounts were discussed. Following discussion, *it was agreed to recommend the accounts for approval by the Board*.

- 11/167 ILR Update 2010/11 (agenda item 11, paper K)**
The report was discussed and changes to the end of year figures noted. Not all targets had been achieved. Following discussion, *the report was noted.*
- 11/168 Recruitment 2011/12 (agenda item 12, paper L)**
Updated figures were presented to the meeting. The College has not yet reached its target recruitment. The targeted approach to marketing and promotion would continue. Updated HE figures were not yet available. Following discussion, *the report was noted.*
- 11/169 Provisional Success Rates (agenda item 13, paper M)**
The report was discussed and the downward trend noted. In future long courses will consist of the main qualification plus 2 functional skills and 2 additional qualifications. Any additional qualifications will be taken as short courses. Following discussion, *the report was noted.*
- 11/170 Complaints Report 2010-11 (agenda item 14, paper N)**
The report was discussed. Following discussion, *the report was accepted.*
- 11/171 Work Experience Policy (agenda item 15, paper O)**
The Policy was discussed. Following discussion, *the policy was approved for recommendation to the Board.*
- 11/172 Date of next meeting (agenda item 16)**
Thursday 27th October 2011 at 9.30am in the Principal's Office.
- 11/173 Any other business (agenda item 17)**
There was no other business.

Jamie Mair left the meeting.

Part 1 of the meeting concluded.