



## CORPORATION COMMITTEE

### RE-SCHEDULED MEETING OF THE RESOURCES COMMITTEE HELD AT 8.30 AM ON WEDNESDAY 13 MAY 2015 IN THE BOARD ROOM, TOWN CENTRE CAMPUS

#### *MINUTES*

#### **MEMBERSHIP:**

- \* Mr R Clarke (**Chair**)
- \* Mrs E Brocklehurst
- \* Dr J Burford
- \* Mr N Hall
- Mrs S Jee
- \* Mr P Round

\* Denotes member present

#### **IN ATTENDANCE:**

Mr R Molloy, Deputy Principal

Mr J Hays, Director of HR

Mrs C Lascelles, Director of Contracts and Data Analysis

Mrs B Nolan, Director of Business Development

Mrs C Jones, Clerk to the Corporation

#### **1832 DECLARATIONS OF INTERESTS**

There were no declarations of interest notified.

#### **1833 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mrs S Jee.

#### **1834 NOTIFICATION OF URGENT BUSINESS**

- a 14-16 Academy: OFSTED Monitoring visit (**Principal**)

#### **1835 MINUTES OF THE PREVIOUS MEETING HELD ON 21 APRIL 2015**

The minutes of the above meeting were **agreed** and signed as a correct record.

#### **1836 MATTERS ARISING**

- a Minute 1821 p2 – Matters Arising - Retention Report: 16-18 Level 3 Diploma Programmes  
As requested at the last meeting, the Clerk had contacted the SFA about the training for Governors in relation to the new performance measures. The consultation was anticipated by the end of May so this action would be progressed at that time.

**ACTION: Clerk – previously identified action**

b Minute 1822.2 p2 – Partnerships

The Eversheds training relating to partnerships has been scheduled to be held on the morning of 12 June 2014, with the Resources Committee also scheduled on that day to be held that afternoon.

### 1837 GOVERNORS' PLANNING CONFERENCE: PROGRESS REPORT

The Principal presented a revised progress report following the Governors' Planning Conference with the following issues highlighted:

1 Improve Turnover:

1a Commercial Income

- LEP Involvement: The Principal has meetings scheduled with Prof M Parkinson, University of Liverpool, who is also the advisor on Devolution, and Mr M Palin, Chief Executive of St Helens Local Authority to discuss the devolution agenda.
- Strategic Priority areas: A meeting has been held with Knowsley College about the logistics bid, with the Committee updated on the detail.
- Potential Partners: An apprenticeship College contract has been confirmed with Peel Holdings, with a meeting about the logistics planned with Stobart planned in June, followed by a meeting with Network Rail.
- Overseas business: The marketing materials with reference to the developments in Asia via the Britlink Contact are currently being drafted. Following a question from the Committee about local competition in overseas business, asking why other colleges are not considering similar opportunities, the Principal reported that some other colleges do appear to have stopped their overseas work in order to concentrate on local issue, but that this is a pilot development for St Helens College in order to test the market using a different business model based on provision delivered abroad as against bringing students to the UK. An internal workshop was held with Cormack Consultancy the previous day to identify matches between the College's capability and business demands in Eastern Europe (funded by EEC).

2 Partnerships:

- A progress report was received about the developments and discussions held thus far locally, with a very good meeting held with the Principal of Leeds City College to discuss their past experiences. KPMG are to present Merseyside statistics to the MCA Principals on 2 June 2015.

3 Improve Performance:

- CPD: The marginal gains tool to support Teaching, Learning and Assessment is being implemented across the College.

### 1838 TECHNOLOGY CENTRE RE-DEVELOPMENT: PROGRESS REPORT

The Deputy Principal gave an update on the Technology Centre Re-development, the details of which were considered to be confidential by the Committee and therefore recorded within the confidential minutes of this meeting.

## **1839 LEARNER PERFORMANCE REPORT**

The Chair of Standards and Curriculum Committee presented the latest Learner Performance Report, with the position continuing to be closely scrutinised by Governors. The report had also been discussed at this week's meeting of Standards and Curriculum Committee.

Governors noted the ongoing retention concerns as discussed by the Standards and Curriculum Committee. The Committee had also discussed the impact on success rates following the inclusion of functional skills, which it was noted contributed 40% towards the overall success rates for 16-18 year olds. It was acknowledged by the Committee that this had not been fully considered when targets were set by Governors with a health warning given by the Executive in relation to the final success rate outturn, which was attributable to this year's changes in the condition of funding regulations.

Following a question from the Committee, an update was given on the TRS apprenticeship position, with the supporting quality arrangements for this cohort also discussed at the Standards and Curriculum Committee. The Director of Business Development outlined the various processes for monitoring apprenticeships, with all students progressed individually through a very tight monitoring process, with no evidence identified that indicated any problems with TRS achieving timely achievements. The Committee requested more narrative to be provided in future reports relating to TRS apprenticeships. The Committee also asked for the retention graphs to be further enhanced to provide retention for the whole of 2013/14 month-by-month.

**ACTION: Director of Contracts and Data Analysis to amend the Learner Performance Report as agreed by the Committee**

The Learner Performance report was accepted by the Resources Committee, which included the updated Performance Dashboard, with the report recommended for acceptance to the full Corporation at the meeting scheduled on 19 May 2015.

## **1840 COMMERCIAL INCOME: PROGRESS REPORT**

The Director of Business Development presented the latest position in relation to commercial income.

The Director alerted the Committee to a potential shortfall in Gas Testing activity. An increase in OMA Construction activity was offsetting a shortfall in full cost income in Construction to a large extent. Detailed plans are in place for each curriculum area. The Service Level Agreements in relation to the Sutton Academy are for Financial and Clerking Services provided by the College to the Academy.

The commercial income report was accepted by the Resources Committee.

#### **1841 FINANCIAL FORECAST**

The Deputy Principal presented the Financial Forecast position as at May 2015.

The pension fund FRS 17 position and the impact on the College's accounts was clarified for the Committee. The assumptions included to support the forecast were summarised, with the Committee approving that the College could undertake additional SFA sub-contracting activity with Crosby Training to a maximum of £150k, if necessary. This was linked to training for unemployed adults. The position in relation to Skillworks funding was also discussed.

The Financial Forecast position as at May 2015 was accepted by the Resources Committee with the update to be reported to the Corporation at the meeting scheduled on 19 May 2015, as part of the Management Accounts to 31 March 2015, which had been approved at the last Resources Committee meeting.

#### **1842 BUSINESS PLANNING: PROGRESS REPORT**

The Deputy Principal presented a progress report relating to business planning. The Committee considered this item to be confidential, with the details therefore recorded within the confidential minutes of this meeting.

#### **Mr N Hall left the meeting at this point**

#### **1843 GECT FUNDING PROPOSALS: PROGRESS REPORT**

The Deputy Principal reported that the Charities Commission had replied to confirm that the application to use the GECT funds to replace the original property was not required, that the application had therefore been rejected and the Trustees could progress to release and use the funds. However, the Charities Committee had added that, should the Trustees wish to dispose of the library property at some future time, then the permission of the Charity Trust would be required. Further Eversheds advice has been taken and they had confirmed that permission to transfer the property should be sought before progressing.

The Resources Committee accepted the oral update, welcomed the confirmation that the funds could be released and awaited permission to transfer the property before proceeding any further with the capital programme.

#### **1844 CAPEX REPORT: DISPOSALS 54**

The Capex report: Disposals 54 was approved by the Resources Committee.

#### **1845 HUMAN RESOURCES REPORT: MARCH 2015**

There was no Human Resources Report presented at this meeting as the March report had been accepted at the previous meeting.

## **1846 PARTNERSHIP PERFORMANCE REPORT**

The Director of Contracts and Data Analysis presented the latest Partnership Performance Report. The position with the ESF Skills Employment Contract was discussed.

Following a question from the Committee about the Newcastle College Group, the Deputy Principal clarified the contract value, which may not be maximised. The Committee asked for the position to be made clearer in future reports.

**ACTION: Deputy Principal to make the Newcastle College Group position clearer in future reports**

The Partnership Performance report was accepted by the Resources Committee.

## **1847 URGENT BUSINESS (AS NOTIFIED UNDER MINUTE NUMBER 1834 ABOVE)**

### **a 14-16 Academy: OFSTED Monitoring visit (Principal)**

The informal outcome of the previous day's 14-16 OFSTED Monitoring visit was that 'Significant' progress had been achieved in relation to all areas.

This position was commended by the Resources Committee, with all students, parents and staff congratulated by Governors on this achievement. The letter of confirmation will be forwarded to Governors once received.

## **1848 DATE AND TIME OF NEXT MEETING – 1.00 pm on Friday 12 June 2014.**

### **KEY OUTCOMES:**

**GOVERNORS' PLANNING CONFERENCE: PROGRESS REPORT:** Progress against the actions from the Governors' Planning Conference is being closely monitored by the Resources Committee on behalf of the Corporation.

**LEARNER PERFORMANCE REPORT:** The learner performance position continues to be closely scrutinised and monitored by the Resources and Standards and Curriculum Committees on behalf of the Corporation.

**BUSINESS PLANNING: PROGRESS REPORT:** The Resources Committee accepted an oral update report relating to Business planning for 2015/16.

**GECT FUNDING PROPOSALS:** The release of the GECT funds had been approved by the Charities Commission with further written legal confirmation awaited before proceeding with the capital development.