

Minutes of the Re-scheduled Meeting of the Resources Committee held on Thursday 17th March 2016, 4.30pm, The Conference Room, Prior Pursglove College

Present: Mr M Loftus (Chair), Mrs J Bailey, Dr P Gavens, Mr C Groves

In Attendance: Mrs E Grove (Clerk), Mrs S Langstaff (Finance Manager)

Meeting quorate

80% attendance

1) **Apologies for Absence**

Mrs U Betterton

2) **Minutes of the Meeting of Thursday 19th November 2015**

The minutes were agreed and signed as a true record.

3) **Matters Arising and Progress on Outstanding Action Points**

Items were considered and it was confirmed that they had all been addressed.

4) **Finance**

4.1) **Monthly Report to 31st January 2016:** Mrs Langstaff drew attention to the changes made since the last report. The downward revision in 24+ loans and apprenticeships were discussed and the reasons accepted. Mrs Langstaff was thanked for providing more detail on the Endeavour faculty breakdown.

Discussion moved to the forecast for the new college. Mrs Langstaff confirmed that a balance sheet would be provided. She also confirmed that it would be possible to reconcile the opening position for the new college to the closing balances for the current colleges. **Action Finance Manager**

The Monthly Report was accepted.

4.2) **Three Year Forecasts and Budget for 2016-17**

4.2.1) **Student Numbers Statement:** The numbers were discussed and the reasons for the increase explained. It was noted that increased income would be offset by a number of increases in expenditure. The impact of the loss of the student Roaming and Travel Card (RAT) was noted.

4.2.2) **Three Year Forecasts and budget preparation Timetable:** It was noted that the forecast being prepared will be for the new college. A discussion followed. Discussion moved to the financial information required for the Area Review.

4.3) **Finance Regulations:** The proposed amendment to the regulations was considered and agreed.

4.4) **Grants and Projects**

4.4.1) **Capital Projects:** There was nothing to report.

4.4.2) **Revenue Projects:** It was confirmed that there had been no further developments on the Youth Employment Initiative project.

5) **Personnel Report**

The report was discussed. The proposed amendments to the Flexible Working Policy were considered and approved.

6) **Estates**

The legionella risk assessment report was discussed. Governors took comfort from the works that had been undertaken in the Pursglove Centre.

7) **Any Other Business**

Mrs Grove informed the meeting that the minutes of the meeting held on 9th March 2015, which had been approved at the 22nd June meeting, had not been signed. It was agreed that Mr Loftus should sign them.

8) **Date and Time of Next Meeting**

It was noted that the meeting scheduled for 25th April 2016 would not be needed subject to merger taking place on 1st May.

9) **Publication of Documents**

It was agreed to publish all documents except for the Personnel Report and the Monthly Report. The latter will be published with the audited accounts.

Mrs Langstaff left the meeting at 4.54pm prior to discussion of the following item.

10) **Senior Post-holder Matters**

The committee was reminded that it had been asked to review the Vice Principal's terms and conditions of service following designation of the role as a senior post-holder.

The committee was advised of the decision of the shadow board that the VP posts at both colleges should transfer on existing terms and conditions at the point of merger and that a review should be undertaken within twelve months.

The differences between the two contracts and experience of the post-holders at each college were outlined and discussed.

It was agreed that the contractual element of the contract should be confirmed as a 1% increase backdated to 1st September 2016, this being the award made to teaching pay rates. It was noted that this increase would apply to each of the incremental points.

After further discussion it was agreed that no changes should be made to the terms and conditions and that the role should TUPE across to the new college. It was further agreed that the new Corporation should be asked to review the VP contracts as soon as possible after merger.

The meeting closed at 5.25pm.