



SOUTHGATE COLLEGE GOVERNING CORPORATION

Governing Corporation

Summary of main decisions taken at the meeting of 25th February 2010

- 1. Ann Zinkin was elected to serve as Chairman of the Corporation with effect from 1st April 2010**
- 2. The reduction of LSC funding allocation by 12.5% in 2010/11 was noted**
- 3. A probable clawback of £170k LSC funding in respect of previous years was reported; the forecast financial out-turn surplus was reduced to £207k**
- 4. The satisfactory 16-18 learner enrolment was welcomed, but it was noted that every effort needed to be made to secure the adult learner number target**
- 5. The Board endorsed the Finance & Staffing Committee's recommendations for tuition fees in 2010/11. The student registration fee would be unchanged, but generally tuition fees would be increased to 50% of the National Base Rate as required by the LSC**
- 6. Governors considered a wide-ranging analysis of the challenges facing the FE Sector, prepared by Eversheds, and acknowledged the major implications – the need for college's to identify more non LSC funding streams, and the need for learning providers to work more closely together**
- 7. In consequence the Board took two decisions:**
 - to create a more effective Employer Responsive Unit by the merger of the existing BDU and Adult Vocational sections.**
 - to look closely at possibility of closer collaboration with a range of neighbouring public and private providers, and Barnet College in particular.**



SOUTHGATE COLLEGE GOVERNING CORPORATION

Governing Corporation

**Minutes of meeting of the 25th February 2010
held in the Committee Room of Southgate House, commencing at 7.30 p.m.**

PRESENT

Andrew Nicholas (Chairman)
David Byrne (Principal)
James Edsberg
Chris Gill
Ron Lis
Mohamed Manjra
Claude Pehrson
Martin Prescott
David Williamson
Ann Zinkin

In Attendance

Chris Thompson BIS
Richard Teare (Interim Director of Finance)
David Chaplin (Chaplin Frobisher Welling, Clerks to the Corporation)

The meeting was preceded by Governors attending an employer engagement event featuring the Bloodhound SSC Rocket car land speed record project in association with Science Made Simple and Stem Point and Enfield Council. The meeting was organized by Enfield Business Skills Partnership in association with the College, and was well attended by employers, council representatives and teachers.

1. Minutes of previous meetings

Received: minutes of the Part 1 and Part 2 meetings of 9th December 2009

These minutes were approved as true and accurate and were signed by the Chairman

Chris Thompson, on secondment from BIS, was welcomed to his first meeting.

2. Matters arising

A number of matters arising are minuted under Governance (para 6) below.

2.5. Industrial Action

UCU had informed the Principal that no industrial action was proposed, but asked the Governors to try to insure that no compulsory redundancies arose.

3. Apologies for absence

Apologies were received from Reshma Bell, Ingrid Mustoe (Staff Members), Mira Gottardi (Student Member), Paul Camp and Nigel Levey

4. Declaration of Governor Interest.

Martin Prescott reminded members that his company was a supplier to the College. Nothing on the current agenda was affected by this interest.

5. Notification of other urgent Business

There was no other urgent business

6. Governance matters

6.1 Election of Chairman

Andrew Nicholas reported that only one nomination had been received to serve as Chairman with effect from 1st April 2010, that of Ann Zinkin, **and Ann was unanimously elected**

On behalf of the Board Ann thanked Andrew for his long years of service throughout the period since incorporation.

She would like time to discuss with Andrew, David Williamson (the Vice-Chairman), Principal, and Clerk how best to take forward the changes in structure of governance mooted at the December Review Day, and would bring proposals – to be circulated well in advance- to the April meeting of the Board. It was therefore agreed not to proceed with any changes in existing committee appointments until then.

Board members expressed thanks to Chris Gill (a member of the Enfield Business and Skills Council) for the excellent organisation of the Bloodhound exhibition and associated events.

6.2 Governor Recruitment

David Byrne reported that he hoped the Marketing Department would be able to submit a draft advertisement to the next meeting of the Search Committee.

6.3 Curriculum Review Task and Finish Group

David Byrne reported that the group had not yet met, as the impact of funding cuts had not yet been fully assimilated.

6.4 Principal's Report

Received: the Principal's report of general developments in the College since the last Corporation meeting

David Byrne's report included details of continuing College community engagement:

- students raising £500 for the Haiti appeal
- hosting and assisting in the judging of the local heat of the (national) Rotary International Young Chef competition
- the Motor Vehicle section had been asked to host two regional local rounds of the 2010 World Skills competition in April

- the launch of the new training facility – “The School Feast Kitchen” – developed in co-operation with the local authority to deliver training for school kitchen staff

The Principal also reported on notable student and staff achievements:

- two students had been successful in applications to Cambridge University
- Peter Franklin, the College’s assistant Director for Functional Skills had been working with the Learning & Skills Improvement Service (LSIS) and the materials he had produced were to be published by them
- The Information Advice and Guidance Service (IAG) had been inspected and re-accredited as meeting the “Matrix Standard” by the national Matrix agency
- Ivan Berner, College International co-ordinator, together with colleagues from Scotland, Finland and Turkey has established an International Partnership (eligible for EU funding) to develop virtual college programmes in Media Technology

The College Leadership Team continued to address the weaknesses reported by the OFSTED Inspectors, and to assess the impact of the 12.5% reduction notified by the LSC in funding to be allocated by the two new funding bodies.

6.5 Remuneration Committee

Received: the minutes of the Remuneration Committee meeting held on 9th December 2009

Members formally received these; the decisions had been given verbally to the previous Corporation meeting.

6.6 Health and Safety Committee

Received: the minutes of the Health and Safety Committee meeting held on 3rd December 2009

Members noted the actions being taken to maintain the College’s excellent Health and Safety record. No HSE reportable incidents had occurred.

7. Finance matters

Received: the minutes of the Finance and Staffing Committee meeting held on 28th January 2010

Ann Zinkin reported briefly on the meeting held earlier that evening. (The management accounts to 31st January 2010, and the update on enrolment would also be reported as separate items.

The Committee had received details from the LSC of the 2010/11 funding contract, with an overall value reduces by 12.5%, which would require another round of substantial restructuring.

The Committee had been alerted to a probable clawback by LSC of £170 k in respect of previous years, which would only be partly offset by a contribution of an additional £75k towards the costs of the aborted building project. As a result of this and income shortfalls the forecast end-year outcome had been reduced to £207k (Budget £429k).

The Committee had approved some increases in the fee structure for 2010/11, to reflect the requirement for Adult courses to have fees set at 50% of the National Base Rate.

At a Part 2 meeting the Committee had considered a very detailed and well-argued paper, and endorsed management proposals for a re-organisation and amalgamation of the currently separate Business Development and Adult Vocational Units, which would involve the loss of one Senior Post-Holder position.

7.2 Management accounts for the period ending 31st January 2010

Received: the management accounts for the period ending 31st January 2010

Richard Teare presented these accounts. The Committee noted the points previously reported by Ann Zinkin.

7.3 Update on Enrolment 2009/10

Received: Report of enrolments as at 10th February 2010

David Byrne reported that 16-18 learner target was expected to be achieved, but achievement of the Adult learner number targets were dependant on successful recruitment to the spring and summer term programmes.

8. Academic Matters

Received: the College Academic Calendar for 2010/11

9. Strategic Matters

Received: a report on strategic implications for FE Colleges prepared by Eversheds for the 157 Group of leading Colleges, and circulated by the 157 Group

This wide ranging analysis of the challenges facing FE Colleges in the next few years, which examined how consolidation of FE providers either by formal mergers, Federal Structures, or through other legal structures, and suggested an imperative for Colleges to develop new funding streams, provoked a wide-ranging debate.

The consolidation issue was to be considered as a Part 2 agenda item, but James Edsburg asked that the Clerk prepare a paper setting out clearly what were the possible legal mechanisms.

Members looked carefully at the potential opportunities and problems of diversification of earning streams. David Byrne reported that the Leadership Team were carefully evaluating all possibilities on a one-by-one basis, and would welcome all suggestions. Chris Gill suggested that the proposed Curriculum Review Task and Finish group should be given a wider remit.

Ann Zinkin suggested that it was urgent to complete the re-branding process. Andrew Nicholas endorsed this, stressing the importance of identifying what is was that the College could do best. Martin Prescott urged that the College not lose sight of its fundamental mission to facilitate education, training and a vibrant economy in Enfield.

Sheila Dawson asked if there were alternative funding schemes in the public sector that could be explored; Ann Zinkin added that the education of offenders might be an area worth developing. However, James Edsberg suggested that in the medium term the public sector would almost certainly see drastic reductions in available funding.

Sheila Dawson asked how the notes in the Eversheds report about future governance models could best be followed up. Chris Thompson said he felt there was no preferred model in BIS; their major concern was to ensure that the FE sector survived.

The opportunity for International Delivery was discussed. Claude Pehrson offered to provide advice based on his first-hand experience.

Andrew Nicholas expressed caution against embarking on commercial ventures without first ensuring that the types of staff required were in place.

Ann Zinkin re-iterated David Byrne's request that members submit all ideas by whatever means – face-to-face, by phone, by letter or by e-mail. She hoped that David would be able to report to the next meeting that every Governor had responded

10. Date and time of future meetings

Thursday 29th April 2010 at 18.30 hours

Thursday 17th June 2010 at 18.30 hours

The meeting ended at 9.20 p.m. and was followed by a Part 2 Agenda meeting