



SOUTHGATE COLLEGE GOVERNING CORPORATION

Governing Corporation

**Extract from the summary of main decisions taken at the meeting of
26 July 2007**

6. Governance Matters

6.1 Proposed dates for Governing Body meetings for Academic Year 2007/08

Governors received, amended and agreed the schedule of meetings of the Committees of the College Corporation for 2007/08.

7. Finance and Staffing Committee

7.2 Proposed Budget for 2007/08

Governors agreed the proposed budget for 2007/08

7.3 College's Financial Forecast 2007/10

Governors considered and agreed the Financial Forecast for 2007/10.

8. Academic Matters

Governors fully endorsed the implementation of the revised lesson observation system.

Governors determined that the new College Charter be amended to include new rules on student behaviour.



SOUTHGATE COLLEGE GOVERNING CORPORATION

Governing Corporation

Minutes of meeting of the 26 July 2007

ATTENDANCE

Business Members

James Edsberg
Nigel Levey
Mohamed Manjra

Co-opted Members

Paul Camp
David Williamson

Community Members

Ron Lis
Chris Gill

Ex-officio Member

Michael Blagden

Staff Governor

Reshma Bell

In Attendance

Shah Alam
Angélique Gainza
John Spindler

Director of Finance
Vice Principal Curriculum
Vice Principal Resources and Clerk to the Corporation

Governors welcomed Reshma Bell to her first meeting of the Corporation in her role as Staff Governor.

1. Minutes of the meeting of 28 June 2007

Received: minutes of the meeting of 28 June 2007

The minutes were approved as true and accurate and were signed by the Chairman.

2. Matters arising

Item 3 – Purchase of the Library Site from LBE

Noted that there was still no definitive letter from the local authority. Governors Ann Zinkin and Martin Prescott to raise the issue with the local authority. Principal to arrange a meeting with senior library staff and the local authority Planning Officers.

3. Apologies for absence

Apologies were received from Claude Pehrson, Martin Prescott, Ann Zinkin and

Ola Fadoju.

4. Declaration of Governor Interest.

None received.

5. Notification of items of any other business

By the Principal – Update on Pay Negotiations 2007/08.

6. Governance matters

6.1 Proposed dates for Governing Body meetings for Academic Year 2007/08

Governors received, amended and agreed the schedule of meetings of the Committees of the College Corporation for 2007/08.

7. Financial matters

7.1 Finance and Staffing Committee

Received: minutes of the Finance and Staffing Committee meeting of 28 June 2007 together with a verbal update on the meeting held earlier this evening.

Governors noted:

- That a new Human Resources Manager and a Training and Development Manager had now been appointed.
- That the restructuring of the IT team was now complete.
- The LSC funding allocation for 2007/08 has been notified:
 - final funding allocation was only £32K up on 2006/07.
 - ESOL Transitional funding of £285K
 - Potential T2G income of £800K subject to contract and negotiation.
- A satisfactory report on the College funding performance for 2006/07 in that the College achieved targets for:
 - student numbers for 16-18 year olds in particular and adults.
 - FTEs for 16-18 year olds in particular and adults.
 - The total funding generated as allocated by the LSC.

7.2 Proposed budget for 2007/08

Governors received and considered the proposed budget for 2007/08 and noted:

- A 2.5% provision for cost of living increases in salaries.
- Overall staffing costs forecast to increase from £6.01M to £6.46M.
- No increase in provision for part-time teaching costs.
- Train to Gain (T2G) staffing costs increased from £5K to £250K linked to the new T2G contract.
- £100K provision for redundancy costs and long term sickness.

Overall, the proposed budget would produce an operating surplus of £190K and a net surplus of £560K. This would be reduced to £75K when exceptional funding items were excluded.

Noted also that the Budget 2007/08 cast had been considered in detail by the Finance and Staffing Committee and was recommended to the Governing Body.

Governors agreed the proposed budget for 2007/08

7.3 College's Financial Forecast 2007/10

Governors received the College's Financial Forecast for 2007/10 and noted that in 2006/07 only two financial objectives had not been achieved:

- cash days in hand – target 12 days, achieved 4.22 days
- increase in non LSC income – target 10%, achieved 1%

Governors also noted that the Financial Forecast identified the College's financial health category as moving from category B in 2006/07 to category A in 2007/08, 2008/09 and 2009/10.

Governors agreed to moderate the proposed increase in non-LSC funding from 20% to 10%.

Noted also that the Financial Forecast had been considered in detail by the Finance and Staffing Committee and was recommended to the Governing Body.

Governors considered and agreed the Financial Forecast for 2007/10.

7.4 Management accounts for the period ending 30 June 2007

Received: for information, summarised management accounts for the period ending 30 June 2007.

Governors received the management accounts for the period ending 30 June 2007 and noted that the accounts had been previously considered in detail by the Finance and Staffing Committee.

8. Academic matters

Received: minutes of the Standards and Performance Committee meeting of 27 June 2007.

Governors received the minutes of the Standards and Performance Committee meeting of 27 June 2007 and noted that a full verbal report had been made at the last Governing Body meeting.

Governors noted the following:

Lesson Observation Process

- That changes in the lesson observation process would be brought into effect from September 2007. These changes would bring the College observation process more in line with that of Ofsted.

Governors fully endorsed the implementation of the revised lesson observation system.

GCSE results

- There has been a significant increase in the achievement rates for Biology and Chemistry but a decline in the results for Physics. This decline was linked to the difficulty in appointing good Physics teachers.

Attendance

- That attendance was currently at 84%. This was a 1% improvement on the position last year.
- That the year end target of 85% was likely to be achieved.
- That a new Achievement Unit would be operating with effect from September 2007. The purpose of the new procedures being to promote positive culture and ethos amongst learners whereby they take their learning and achievement as seriously as possible and any support issues are identified at the earliest possible date.

College Charter

Governors determined that the new College Charter be amended to include new rules on student behaviour.

9. Any other urgent business

Update on Pay Negotiations 2007/08

Principal reported that the final recommendation from the AoC was expected imminently and would probably recommend:

- 2% with effect from 1 August 2007
- 1% with effect from 1 February 2008

The offer had been accepted by UNISON and ACM but rejected by UCU (Natfhe). This had been provided for in the accounts. When the recommendation was received, Management would consult with UCU and bring a recommendation to the next meetings of the Finance and Staffing Committee and the Governing Body.

10. Future meetings

To note the dates of future meetings as 18 October, 13 December (Governors' Review Day).