



***SOUTHGATE COLLEGE
GOVERNING CORPORATION***

Governing Corporation

**Extract from the summary of main decisions taken at the meeting of
18 October 2007**

- 6. Finance matters**
- 6.4 AoC recommended pay award 2007/08**

Governors determined to implement the recommended pay award in full.



SOUTHGATE COLLEGE GOVERNING CORPORATION

Governing Corporation

Minutes of meeting of the 18 October 2007

ATTENDANCE

Business Members

James Edsberg
Nigel Levey
Andrew Nicholas
Martin Prescott

Ex-officio Member

Michael Blagden

Community Members

Ron Lis
Chris Gill

Staff Governors

Reshma Bell
Ola Fadoju

Local Authority Member

Ann Zinkin

In Attendance

Shah Alam	Director of Finance
Angélique Gainza	Vice Principal Curriculum
John Spindler	Vice Principal Resources and Clerk to the Corporation
Nick Evans	Nick Evans Architects

7. College Accommodation Strategy/Feasibility Study

Received: a presentation from the College's Architect, Nick Evans, on the progress of the College's Accommodation Strategy/Feasibility Study.

The Committee welcomed Nick Evans (Architects) responsible for the preparation of the College's Accommodation Strategy.

Nick Evans gave a brief review of the options relation to the development of the College Site. The preferred option was identified as option 3 but the viability of that option was closely linked to the availability of the public library site. College Management had received verbal assurances from the Local Authority Chief Executive that the library site would be made available to the College on either a sale basis or on the basis of incorporating new library provision within the College Development plan.

A 'Letter of Comfort' was expected within the next week.

The Committee reviewed some of the themes of the new development. The intention is to create a 'College Square' including, possible, the College restaurant, the bookshop, the Admissions Centre, hair and beauty and the theatre.. There might also be the opportunity to include a number of retail or public service spaces.

In the first phase of the development the public library, Gladys Child Theatre and the refectory would be cleared and this would be the site of a significant number of new buildings, rising from three to six storeys. The second phase would see the demolition of other buildings and their replacement. One area, undecided as yet, is whether or not the main six-storey block should be replaced or stripped back to its core and reclad.

The costs of the Development Plan in its various options were in the order of £70M to £75M.

Governors also considered the proposal to include development of the Old Ashmoleans Site within the College Development Plan as a centre for football and sports training. This suggestion has been well received so far by the Local Authority.

Overall, the Local Authority were very supportive of College plans and were looking for a 'landmark' development that would incorporate sustainable principles and which would have a major impact on the community life of Southgate.

Initial verbal responses from LSC were encouraging and indicated that they would support the programme.

The Committee thanked Nick Evans for his presentation.

1. Minutes of the meeting of 28 June 2007

Received: minutes of the meeting of 26 July 2007

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

2. Matters arising

Item 7.3 – College Financial Forecast 2007/10

The Principal reported that LSC had formally responded to the College Financial Forecast and placed the College in financial health category B.

3. Apologies for absence

Apologies were received from Paul Camp, Mohamed Manjra, Claude Pehrson and David Williamson.

4. Declaration of Governor Interest.

None received.

5. Notification of items of any other business

None received.

6. Financial matters

6.1 Finance and Staffing Committee

Received: minutes of the Finance and Staffing Committee meeting of 20 September 2007 together with a verbal update on the meeting held earlier this evening.

Governors noted that all issues discussed in Finance and Staffing related to items 6.2, 6.3 and 6.4 on the agenda.

6.2 Summarised management accounts together with a cash flow statement for 2007/08

Received: summarised management account for the period ending 30 September 2007 together with a cash flow statement for 2007/08

Governors received summarised management accounts for the period ending 30 September 2007, and noted:

- An operational surplus of £92K for the month and £293K for the year to date; significant improvements on the 2006/07 position.
- Income on target for both the month and year to date.
- Full cost recovery programme is generating income on target.
- Pay costs are below target for both the month and the year to date.
- Non-pay costs on target and significantly below last year's position.
- Improvement in all key ratios with the current ratio now being 1.1:1.

Governors noted that the exceptional funding had not yet been included in the accounts and that the College had been notified of two additional funding streams:

- £53K for capacity building for T2G
- £62K for development in initial teacher training.

Governors also received a cash flow forecast for 2007/08 which to date does not include these two items of additional income totalling £115K. The cash flow forecast shows a positive cash balance for all months except July 2008 (the last month of the financial year) when there is a predicted overdraft of £69K.

6.3 Student number 2007/08

Received: an update on student numbers for 2007/08.

Governors received an update on current year enrolment and noted:

- **Full-time 16-18 year olds:** enrolment ahead of LSC target but still short of Development Plan targets.
- **Part-time 16-18 year olds:** enrolment ahead of both LSC and Development Plan targets but believed to include some double counting, with some 50:50 students being included in ESOL totals and the host Vocational Department. However, there are two part-time enrolment periods still to go.

- **Full-time adult:** enrolments below both LSC and Development Plan targets but to date do not include all outcentre enrolments associated with Tektra. The LSC target is expected to be achieved.
- **Part-time adult:** enrolments at 90% of target with two enrolment periods still to go.

Senior Management were confident of achieving the enrolment numbers agreed with the LSC.

6.4 Recommendations of the Finance and Staffing Committee on the AoC recommended pay awards 2007/08

Received: Finance and Staffing Committee recommendations on the AoC recommended pay awards for 2007/08.

Governors received the recommendations of the Finance and Staffing Committee that the AoC recommended pay award be adopted in full. The award provided for

- 2% from the 1 August 2007 followed by
- 1% from 1 February 2008

In considering the recommendation, Governors were aware that the AoC (in national negotiation) had reached agreement on the award with the recognised unions, ACM and Unison. There had been no agreement between AoC and UCU (formally NATFHE) and UCU were balloting for industrial action.

Governors determined to implement the recommended pay award in full.

8. Any other urgent business

Chairman, Andrew Nicholas, reported that the Principal, Michael Blagden, had formally given notice of his intention to retire from his post with effect from 31 December 2008. Consequently, in the new year, Governors would be required to detail the procedure they wished to adopt for the appointment of a new Principal.

9. Future meetings

To note the date of the next meeting as 13 December 2007 (Governors' Review Day).