



**Greenhead College Corporation
Finance Committee meeting
Monday 14 March 2011**

Present: Peter Skuse (Chair) Martin Rostron

In Attendance: Sue Creamer Vice Principal
John Blake College Business Manager
Debra Todd Clerk to Corporation

1. Apologies for absence

Apologies were received from Eva Lambert, Mark Hanson and Liz Ryan.

2. Minutes of previous meeting

The minutes of the previous meeting were accepted.

Resolution: 10/11/24

Resolved: That the minutes be signed as a true record.

3. Matters arising

There were no matters arising.

4. Provisional 2011/12 budget allocation

The College Business Manager reported that the provisional budget for 2011/12 is thought to be £8,981,770 (including ALS, which might increase). The budget for 2010/11 was £9,068,890 including ALS.

The exact position is still not completely clear (from the YPLA), although it is felt likely that there will be a 3% maximum cut in College budgets. It would seem that the financial position for the next year is going to be manageable; there are effective cost cutting measures in place, which will remain and hopefully lead to a larger surplus, but it was felt that the years after will be hard.

The Chair drew attention to the intended increase in student numbers as a solution; this now enables to College to satisfy Governors that the terms of agreement set at the February EGM have been met and reassurance can be provided.

The replacement fund to supersede EMA is still unknown, and further detail has yet to follow. The College Business Manager confirmed for the Chair that the College does have staff employed in the main to administer this function.

5. Management accounts and half yearly report

The management accounts had been distributed prior to the meeting; on review the Chair felt that the half yearly figures looked good. The College remains 'on budget', largely due to staffing not been as high as originally budgeted for.

Two key points were noted:

- *Income grants down by £20K*
- *£750,000 held on money market*

The College Business Manager advised that the teaching staff were yet to agree on a wage rise, the accounts therefore are assuming a 0.75% increase. The Chair asked for figures to be worked on, highlighting the impact a greater increase would have (1%+); This would be produced in time for the March Corporation meeting.

6. Developments since the Extraordinary General Meeting (Financial/site development)

The Chair was advised that the proposals submitted by Ryder are currently being used and that several development options were being considered. The Principal felt that an over arching strategy was being created.

Of the five options put forward at the EGM, it seemed likely that a modular building would be the preferred solution to accommodate additional students. The College Business Manager and Principal had met with a couple of manufacturers and several attractive propositions were being considered.

The Chair suggested that images of the suggested buildings may be useful to share with members at the next meeting. It was hoped that the new modular building would house four new labs and ten classrooms. Some rooms in the main college building not used as classrooms would be modified to create additional teaching space.

Attention was drawn to the current financial support available for Sixth Form Colleges for refurbishment; any contribution from the YPLA must be spent by March 2012. A submission has gone forward by. It is known that £1.2 million is the maximum given. More will be known by June meeting.

The College Business Manager confirmed that the Wolfson foundation will be approached again for financial support.

The Chair summarised by concluding that once planning approval is granted, an approval to spend capital savings on extending hall should be passed to the Corporation.

7. Development of the college catering provision

Martin Wilkinson's report of the service was reviewed; all three options were considered.

The College Business Manager reported that the catering figures are showing improvement, all staff are aware that the College cannot allow any deficit. A recommendation to keep the provision in house but with support from Martin Wilkinson to help steer marketing and development was considered and accepted. This was on the understanding that the situation would be reviewed in twelve months time and if improvement hasn't been made, then the provision would be put out to tender.

The Chair extended an invite to the College Business Manager to present this option to the Corporation at the March meeting for full approval, with an agreement to tender by December 2012 if the in house team were unsuccessful.

Meeting closed at 6.18pm

Minutes approved:

Signed:

Peter Skuse

Chair of Finance Committee