

**LONGLEY PARK SIXTH FORM COLLEGE**

**MINUTES of the meeting of the  
RESOURCES COMMITTEE  
held on 1 JULY 2009 at 5.00pm  
at the College, Horninglow Road, Sheffield**

Present: Kevin Clifford (Chair)  
Omer Abdulqader  
Rob Ellis  
Doug Liversidge - to Minute 7  
Mo Nisbet (Principal) - to Minute 8

In attendance: Janet Brown (Finance Manager)  
Sharon Langridge (Clerk to the Corporation)  
Trevor Wray (Deputy Principal)

Apologies for absence were received from Alan Law.

**Action  
Who By**

**1 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**2 ELECTION OF VICE-CHAIR**

The Clerk sought nominations for the position of Vice-Chair of the Committee. Rob Ellis was proposed and the proposal was supported unanimously.

**3 MINUTES OF THE MEETING HELD ON 13 MAY 2009**

The Minutes of the meeting held on 13<sup>th</sup> May 2009 were approved as an accurate record and signed by the Chair.

**4 MATTERS ARISING**

**(a) Prodema BAQ Cladding (Minute 11)**

See Confidential Minutes.

**Investors in People (Minute 12)**

The Clerk informed Members that the re-assessment had taken place over the 24<sup>th</sup>-25<sup>th</sup> June and that the assessor had judged that the College maintained the Standard and would therefore be recommending that its recognition be re-approved. The Chair reported that the only issue for Governors had been about interaction with staff e.g. focus groups etc.

## 5 **MANAGEMENT ACCOUNTS**

The Finance Manager presented the Management Accounts for the period to 31<sup>st</sup> May 2009 and circulated copies of the cash flow forecast. Members reviewed the summary. The Finance Manager explained that the £35,000 expenditure on staff cover comprised of £17,000 on agency costs for cross college staff and £18,000 on teacher cover. Some costs were offset by income e.g. progression and liaison. The College was unusual in that it paid its own staff additional payments to provide teacher cover, which required them to perform their other duties at another time. The College Management Team was looking at how it could manage/reduce costs in future.

The Committee discussed incremental drift in relation to pay scales. Members noted that progression was linked to performance and achievement of targets. They were also advised that work was being undertaken on procurement and efficiency savings to in an attempt to reduce costs.

The Principal reported that the Learning & Skills Council had confirmed that it would honour funding of all growth in student numbers by 2010-11. Currently, unfunded students had an impact on costs i.e. equipment and teaching. The legacy of moving from Exceptional Support Funding and the lack of transitional funding meant that the College would need to realign its expenditure and review its structure within the coming year. Members recognised that the national economic position was likely to worsen.

The Committee accepted that there was a surplus requirement to build reserves which would be counterbalanced by the need for efficiency gains of 2% per annum.

The Committee **recommended** to the Governing Body that the Management Accounts be noted.

## 6 **LSC FUNDING 2008-09 AND 2009-10 BUDGET (PROVISIONAL)**

Please refer to Confidential Minutes.

## 7 **FEES POLICY 2009-10**

The Deputy Principal presented the policy and explained that it was very much in line with that of previous years. The fees target was imposed by the Learning & Skills Council (LSC). However, the majority of students would be exempt and therefore the target would be difficult to achieve. The LSC had assumed an uplift of 2.1% in fees.

The Committee **recommended** to the Governing Body that the Fees policy for 2009-10 be approved.

**Govs Jul '09**

## 8 **PRESENTATION: CORPORATE MANSLAUGHTER**

The Committee agreed to defer this item until the meeting of the Governing Body on 8<sup>th</sup> July.

9           **COLLEGE POLICY AND PROCEDURE FOR STRESS MANAGEMENT**

The Committee agreed to defer this item until the meeting of the Governing Body on 8<sup>th</sup> July.

10          **DATE OF NEXT MEETING**

Wednesday 30<sup>th</sup> September 2009 at 5.00pm.

The meeting ended at 6.20pm.

Signed:           ..... (Chair)

Date:             .....