

THE SIXTH FORM COLLEGE, SOLIHULL

Finance & General Purposes Committee

Minutes of a meeting held on Tuesday 14 June 2016 at 5.00pm.

Present: Neal Clements (Chair), Paul Ashdown, Alan Price, Jack Redfern,
Karen Sherwood

Clerk: Janice Hamilton

Secretary: Janet Parkes

In attendance: Clare Sutton (Director of Finance), Martin Sullivan (Vice-Principal)
Peter Brown (Procurement Officer) for item 3
Dave Abbott (Estates and Health & Safety Manager) for items 4, 5, 6

1 Apologies were received and accepted from Russell Beale-Burchell.

2 Declaration of Interests

The Clerk must be informed of any changes to members' declaration of interest form as and when a change takes place. Governors must declare the nature and extent of any financial and personal interest in any agenda item and must take no part in the consideration of that item or vote on any question with respect to that item, or form part of the quorum. Governors must withdraw where requested to do so by a majority of the members of the Board present at the meeting.

Resolved: Janice Hamilton declared an interest in agenda items 4, 5, 6 and 11 as she is Vice-Principal with responsibility for estates/health and safety.

Governors noted the College Mission and guidance on presentation of papers.

3 Procurement Update 2015/16

Peter Brown gave a presentation. Confidential item, minuted separately.

5.20pm Peter Brown left the meeting.

4 Accommodation Update including Planned Maintenance Programme

Dave Abbott drew attention to point 8 regarding the CIF bid. The College is unable to complete the work this summer as originally intended and applied for a scope change. This has been agreed, and the work will now be completed during holiday periods in the next 12 months. Neal Clements was pleased to note that the College has a good track record of successful CIF bids.

Jack Redfern wished to give thanks for the student societies base. Neal Clements asked if the solar film in Hampton building has been successful. Dave Abbott said initial feedback from teachers was that it has worked to an extent but there are still some high temperature issues. It had been a fairly inexpensive exercise and we will consider if there is anything else that can be done.

5 Conversion of Rooms in Art Building

Confidential item, minuted separately.

Resolved: the Committee approved the award of the contract.

6 Solar Generation Projects

Confidential item, minuted separately.

5.35pm Dave Abbott left the meeting.

7 Draft Financial Plan 2016/17 to 2020/21

Confidential item, minuted separately.

Resolved: the Committee approved the financial plan for 2016 to 2021 and recommends to the Board for final approval.

8 Management Accounts: April and May 2016

Confidential item, minuted separately.

9 Treasury Policy 2016/17

Clare Sutton said the new priority is to keep the balance low in the current account. Investments will be for up to 18 months, and there will be four during the year to aid access to funds should the need arise. In response to a question from Alan Price, Clare Sutton reported there are no fees for the current account.

Resolved: the Committee approved the Treasury Policy for 2016/17.

10 Budget Transfer Report

The information was noted.

11 Health & Safety Committee Meeting: 11 May 2016

Neal Clements was pleased to note that Harriet is continuing to work well.

12 Minutes of previous meeting held on 3 May 2016 were agreed and signed.

13 Matters arising

Item 6, IT/Tyber Update: the Lendlease contract started on 23 May 2016.

14 Determination of Confidential Items

Resolved: that the following items be confidential and minuted separately: item 3 Procurement update; item 5 Conversion of rooms in Art building; item 6 Solar generation projects; item 7 Draft financial plan; item 8 Management accounts; item 10 Budget transfer report; item 11 H&S Committee minutes.

15 Review of the Meeting

The Chair drew attention to the proformas, and invited members to complete the form and hand to Janet Parkes at the end of the meeting. Three of a possible four governor forms were returned, all with positive responses.

16 Date of next meeting: to be determined in Calendar of Meetings 2016/17

The meeting closed at 6.45pm.

6 Solar Generation Projects

Neal Clements commented on an excellent comprehensive report. Dave Abbott said the outcome shows that the College was right to go ahead with solar projects. In response to a question from Neal Clements about maintenance, Dave Abbott said that the glazing is water repellent although avian excrement will need to be cleaned off periodically. Solar panels and inverters are covered by ten-year warranties. In response to a question from Neal Clements regarding the physical life of the panels, there will be a gradual deterioration and they should last about 25 years.