

AQUINAS COLLEGE
FINANCE AND BUILDINGS COMMITTEE

Date: 20 October 2009
Time: 4.30 pm
Venue: The College

GOVERNORS PRESENT

Mr J Brathwaite, Miss M Braithwaite, Mrs H C Dove, Mrs P Lynch, Mr A Moss and Dr A Smith.

Miss M Braithwaite in the Chair.

IN ATTENDANCE

Mr G Hill	Assistant Principal
Mr D Pearson	Assistant Principal
Mrs D Blackburn	Assistant Principal
Mr T Conlon	Clerk to the Governing Body

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr J Beckitt and Cllr T P McGee.

2. DECLARATION OF INTERESTS

Governors and Staff were asked to declare any interest, which they may have in any of the items on the Agenda for this meeting. No interests were declared.

3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 19 June 2009 were agreed as a correct record.

4. MATTERS ARISING FROM THE MINUTES

There were no matters arising that were not covered by the Agenda for this meeting.

5. HEALTH AND SAFETY ANNUAL REPORT

A discussion took place on the Health and Safety Annual Report that had been circulated to all members prior to the meeting. The report covered the academic year 2008/2009 and the main points were as follows:

- a) The college Health and Safety Policy has been updated
- b) Communication systems
- c) Review and audit
- d) Safe, Healthy and Supportive Environment
- e) Work Related Health
- f) Accident Reports for the period 1 August 2008 to 31 August 2009

Governors noted that the benchmarking results showed that the college compares very well with other sixth form colleges and that it demonstrated that the college is a very safe place to work, study and visit.

Mr Hill advised the Governors that Neil Lowe, Safety Adviser at the college is doing a very good job at the college.

RESOLVED: That the Health and Safety Report for 2008/2009 be received.

6. MANAGEMENT ACCOUNTS

Mrs Blackburn circulated the Management Accounts for September 2009. A discussion took place on the September Accounts with particular reference to the following:

- a) The accounts cover two months
- b) The accounts show a small deficit of £70,000 for the full year, (line 23)
- c) Expenditure to date on the capital scheme is £24.4m
- d) The effect of a full year's exceptional depreciation for the write off of the existing site of £594,000 is shown, (line 21).
- e) Capital grants from the LSC are being paid quickly and the maximum that can be claimed in this financial year will have been reached before April 2010 meaning a growth in borrowing in this period.
- f) The Cashflow reflects the activity on the new building

If Members had any questions on the September Accounts they were asked to contact Mrs Blackburn.

RESOLVED: That the Accounts for September 2009 be received.

7. BUDGET UPDATE 2009/2010

Mrs Blackburn advised Governors that there had been no changes to the budget agreed by Governors in June 2009.

There is some uncertainty after April 2010 following the demise of the LSC as to who will be responsible for what. It appears that capital will be funded by the Skills Funding Agency but there should not be any problems with the capital grants being paid to the college.

From April 2010 the Young People's Learning Agency will be responsible for revenue funding, which will come via the local authority. Dr Smith outlined the proposed changes that would take place nationally from April 2010. He advised Governors that the Governing Body at its meeting in November 2009 will need to determine whether or not the college wants to be designated as a sixth form college.

A discussion took place on the funding for year 12, 13, 14 and 15 students from 2010/2011. It was expected that Years 12, 13 and 14 will be funded by the Young People's Learning Agency whilst year 15 could be funded by the Skills Funding Agency. However, this has still to be clarified.

Mrs Blackburn advised Governors that the budget would be re-calculated in January 2009.

RESOLVED: That the budget position be noted.

8. DRAFT STATUTORY ACCOUNTS 2008/2009

Mrs Blackburn introduced the draft Statutory Accounts for 2008/2009 that had been circulated previously to members. It was noted that the Audit Committee has a corporate governance role in approving the Statutory Accounts.

A number of amendments had been identified at the Audit Committee and a revised set of Statutory Accounts would be issued to all members incorporating these changes. In addition all members were asked to check the draft Statutory Accounts for any further mistakes or typing errors and to advise Mrs Blackburn accordingly.

There would be no need for a special meeting of the Committee to approve the Draft Statutory Accounts, the accounts remain draft until they are approved by the Governing Body and signed by the Chairperson.

The draft Management Letter from the external auditors indicates that subject to carrying out a post balance sheet events review there will be an unqualified opinion on both the Financial Statements and Regularity Audit for the year ended 31 July 2009. There were no management letter points that required to be drawn to the attention of Governors.

RESOLVED: That the Draft Statutory Accounts, subject to any amendments be recommended to the Governing Body for approval.

9. CAPITAL BUILDING PROJECT

A paper prepared by Mr G Hill and Mr D Pearson was circulated that summarised the latest position in respect of the following areas of work.

a) The sports field landscaping has started and should be completed by the end of November 2009. Governors noted that the MUGA was being used on two evenings by outside bodies.

b) The sports centre was refurbished and decorated during the summer and the snagging indicates that further work will be required during the autumn half term.

c) The scaffolding has been removed from the building and the external cladding and brickwork now gives a much better indication of what the finished building will look like. A few windows have still to be fitted and the render is the final treatment to be completed.

d) Internal work is progressing and the first and second fixings of the mechanical and electrical systems are well under way. Lifts are being installed and the electrical substation is in place and the boilers are on site. Internal walls are in place and decoration is progressing along with the dropped ceilings.

e) A discussion took place concerning the air handling units on the roof and it was noted that one had been resited.

f) A quotation is being obtained for the relocation of the St Michael mosaic into the new building located near the Chapel. Mrs Dove undertook to look at the history of St Michael in Stockport and report back to Mr Hill.

g) The college continues to keep local residents informed of developments. The next meeting involving three local councillors and neighbours is scheduled for 6.30pm on Wednesday 2 December 2009. Most of the issues raised at the meeting related to parking problems.

h) Mr Pearson advised Governors that he hoped to produce a video for the Governing Body meeting on 10 November 2009 on the progress of the Capital Building Project.

i) Members discussed the possibility of having a look around the new building. It was felt, however, that due to health and safety that would not be possible at this moment in time.

10. BUILDING REPORT

A paper prepared by Mr G Hill and Mr Pearson was circulated that summarised the latest position in respect of the following areas of work.

a) Estates Department – The Estates Manager has now left the college and this will provide an opportunity to review how the department functions with the needs of the new building paramount in any decisions. The new building will require new skills to maintain it. Mr Hill will oversee the work of the Estates Department and carry out the review to develop a new strategy.

b) Mobiles – The ceilings of three of the four newest mobiles have been repaired along with remedial work to the flat roofs in the college.

c) Toilets – Repair and maintenance of toilet facilities have also been carried out over the summer holiday period.

11. ANY OTHER BUSINESS

There was no any other business.

12. DATE OF NEXT MEETING

Tuesday 19 January 2010 at 4.30pm

Signed _____
Chairperson

Date _____