

Minutes of the F&GP Committee held on 16 December 2008

Present: Mr M Murray (Chair)
Dr R Dugdale
Dr R L'Amie
Ms J McAllister
Mr M Dixon

In attendance: Mrs M Hopwood (Chair of Estates Committee)
Mr P Brown (Member of the Estates Committee)
J Stott (Clerk)
L Swift (Head of Finance)
I Durham (Head of Estates & Facilities)

Meeting commenced: 18.33 pm

Meeting closed: 19.08 pm

54/08 Disclosure of financial and/or personal interest

There was no disclosure of financial and/or personal interest.

55/08 To Consider the second draft of the "Heads of Understanding" Document between Bradford Council and Shipley College regarding site acquisition for the Capital Project

The Principal introduced the item and informed the meeting that all the College's proposed changes to the "Heads of Understanding" have been accepted at Officer Level by Bradford Council.

The meeting was told that the "Heads of Understanding" is not a legal document but it is needed as part of the Application in Principle process to the LSC.

A discussion took place with a number of questions asked and answered, in respect of:

- 3.3.ii – the cost
- 4.1.4 – any collateral warranties
- 5.5 & 5.6 – Principle Parties
- 6.2.i (1st bullet point) – reword to read "by the rules of any appropriate regulatory authority"
- why leasehold and not freehold
- how long will the land be kept open for Shipley College

It was agreed to continue the discussion at the F&GP Meeting on the 13 January 2009 with an invitation to Estates Committee Members to join the meeting for that item.

56/08

To receive an update on the Draft End of Year Accounts for the period to 31 July 2008 and the Annual Report for recommendation to the Corporation

The Principal introduced the item and referred to a technicality that resulted in the grade going from good to satisfactory. As a result it was necessary to make a change to the accounts to return the grade to good.

She explained that with the agreement, in writing, of the College Auditors (Tenon) two items of income earned in 2007/08 but put in 2008/09 have been put back into the financial year 2007/08. This has resulted in an increase of income of £23k and is as a result of overachievement of the WBL and E2E contracts. It was explained that this income was not known about until October 2008, which is not unusual for this type of contract.

A paper was tabled showing the lines affected.

Following discussion members accepted the explanation and the fact that the Auditors have agreed to the change in writing.

Members agreed to recommend the End of Year Accounts for the period to 31 July 2008 and the Annual Report to the Corporation
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