

**Minutes of the Meeting of the
Finance and General Purposes Committee
17th September 2009**

Present: Mr H Haines (in the chair)
Mr R Gough
Mr B Davies
Mr PH Martin (in attendance)

Apologies: Mrs L James

**Summary Financial Information Report of the Deputy Principal (Finance/Planning)
up to 31st August 2009 including Running Cash Flow up to 31st August 2009**

The Committee considered in detail the income and expenditure budgets to 31st August 2009 including details of the liquidity position and cashflow projection for the period 1st August 2009 to 31st July 2010. Paul Martin, Deputy Principal (Finance/Planning) informed the meeting that whilst transactions during August were minimal the cashflow analysis had been affected by the decision of DCELLS to reprofile the way monies are paid to colleges. It was agreed that a revised cashflow analysis be prepared for discussion at the next meeting of the Governing Body. In addition members noted the performance reports for the refectory, café quarter and vending.

Franchised Arrangements (2009/2010) - Third Party Provider (Caerphilly County Borough Council)

The Committee considered and agreed the third party franchise contract with Caerphilly County Borough Council for 2009/2010.

Disability Statement 2009/2010

The Principal presented the College Disability Statement 2009/2010 prepared by Joan Siddle Vice Principal (Student Services/Student Support). Members discussed the document at length and agreed that the document satisfied the College requirements and be recommended to the full Governing Body for final approval.

Any Other Business

Business Recovery Plan 2009/2010

Members considered the Business Recovery Plan 2009/2010 prepared by Paul Martin, Deputy Principal (Finance/Planning). Following discussions the Committee approved the plan and suggested that during the academic year the Deputy Principal review the procedures by enacting a potential 'disaster' situation to determine whether the plan is equipped to deal with a disaster should it occur.

Contractors Progress Report – New B Block and Central Courtyard Redevelopment

Paul Martin, Deputy Principal (Finance/Planning) presented details of the contractors (MIDAS) programme and progress report on the New B Block and Central Courtyard Redevelopment which was noted. The Committee suggested that the report be presented to the full Governing Body at the meeting on 8th October 2009.

Tribal Benchmarking Financial Data Analysis

Paul Martin, Deputy Principal (Finance/Planning) circulated the Tribal Benchmarking Financial Data Analysis for information. It was noted that the document will be used to form the basis of a large part of the strategic plan in the future. The Committee requested that Paul Martin present the findings of the report to the next meeting of the Governing Body and that the document be considered in more detail at the next Finance and General Purposes Committee meeting.

Strike Action 27th August 2009

The Committee were informed that industrial action by members of the UCU took place on Thursday 27th August 2009. Members noted that any further action has been suspended whilst discussions are taking place with management to resolve the dispute.