

## **FINANCE & GENERAL PURPOSES COMMITTEE**

### AGENDA NOTICE

#### **Finance & General Purposes Committee Meeting**

**Date:** Thursday 22<sup>nd</sup> June 2023

Time: 5.00pm

**Venue:** Online/Principal's Office

#### **3.1 Opening of Meeting and Apologies for Absence**

#### **3.2 Declarations of Interest**

#### **3.3 Minutes of the last F&GP Committee held 16<sup>th</sup> March 2023**

Part 1

Appendix 3.3

#### **3.4 Matters arising from the minutes**

Chair of F&GP Committee

Appendix 3.4

### **CORPORATE REPORTING/ POLICIES**

#### **3.5 Health & Safety Termly Report**

Report by the Director of Finance & Corporate Services

Appendix 3.5

#### **3.6 Annual Fees Policy**

Report by the Director of Finance & Corporate Services

Appendix 3.6

### **FINANCE**

#### **3.7 Property Strategy Update**

Verbal Report by the Director of Finance & Corporate Services

#### **3.8 Management Accounts and Financial Forecast for May 2023**

Report by the Director of Finance & Corporate Services

Appendix 3.8

#### **3.9 Monitoring of Financial Risks**

Report by the Director of Finance & Corporate Services

Appendix 3.9

#### **3.10 Budget 2023/2024**

Report by the Director of Finance & Corporate Services

Appendix 3.10

#### **3.11 Accountability Agreement**

Report by the Principal

Appendix 3.11

#### **3.12 Banking & Treasury Management Termly Report**

Report by the Director of Finance & Corporate Services

Appendix 3.12

#### **3.13 Bad Debtors**

Report by the Director of Finance & Corporate Services

Appendix 3.13

#### **3.14 Update to Financial Regulations**

Report by the Director of Finance & Corporate Services

Appendix 3.14

### **GENERAL PURPOSES**

#### **3.15 Health & Wellbeing Board Minutes**

Report by the Principal

Appendix 3.15

**STAFF GOVERNOR TO LEAVE**

**CONFIDENTIAL**

- 3.16 Minutes of the last F & GP Committee held 16<sup>th</sup> March 2023 (cont.)**  
Part 2 Confidential with restricted circulation Appendix 3.16
- 3.17 Any Confidential Matters of Report**  
Verbal report by the Principal
- 3.18 Any Other Business**  
**1. Any items for discussion under AOB must be sent through in advance to the Clerk.**  
2. To agree the 2/3 key items from the meeting for the Chair to report on at the July Board
- 3.19 Date & Time of the next meeting**  
tbc

**DISTRIBUTION LIST**

<u>Committee</u>	<u>In attendance</u>
Mr S Chapman – Chair	Mr P Makwana - Director of Finance & Corporate Services
Mr D Axam	
Mrs M Ebbelwhite	Ms C Gillam – Clerk to Corporation
Professor O Khan	
Mr H Malins	
Dr Oduneye	
Ms V Barrett - Principal	

## Farnborough College of Technology

### Finance & General Purposes Committee

Minutes of meeting held on Thursday 22<sup>nd</sup> June 2023

#### Present:

Mrs S Chapman - Chair

Dr F Oduneye

Mrs M Ebblewhite - *present until end of item 3.15*

Professor O Khan

Ms V Barrett – Principal

#### In Attendance:

Mr P Makwana – Director of Finance & Corporate Services

Ms C Gillam – Clerk to the Corporation

#### Quorate: Yes

*The meeting opened at 5.05pm*

#### **3.17/22.23 Confidential matters of report by the Principal**

The Principal updated the Committee regarding the two tribunal cases which had been brought by former staff against the College. The faith discrimination allegation case brought by a person who had worked for the College for one week has now been withdrawn by the claimant. The second was the race discrimination case which had begun as unfair dismissal. The tribunal judge gave the claimant time to prove racism which so far is alleged regarding one comment taken out of context. The claimant has reduced her claim for an award from £100k to £50k but has been advised by the tribunal that she has one final opportunity to prove discrimination. The College's solicitors are trying to bring matters to a conclusion, and as responsible litigators are providing the claimant with some support as she has no legal representation. Both claims have caused considerable stress and cost the College time and money to defend, but there are no residual risks arising from either case.

The Principal then updated the Committee regarding the Coroner's Inquest into the death of an FCoT student. It was a lengthy hearing and the outcome was death by suicide. No actions or recommendations were made to the College during the inquest, and the College had already held its own investigations into the matter. The Principal noted what a difficult time it had been for the College and the student's family. Professor Khan informed the Committee that a petition had been created by grieving parents calling for a statutory legal duty of care for students in HE which was debated in Parliament on 5<sup>th</sup> June 2023. The Government response clarified that HE providers have a general duty of care to deliver educational and pastoral services and a duty not to cause harm to their students through the institution's own actions. Governors debated whether if mental health was not already captured on the risk register then if it should be included, or if instead the College should focus upon promoting hope, optimism and resilience amongst its staff and students. The Principal noted that she had attended a celebratory event for a Growth Mindset group of learners in College and she was inspired by what they had learnt during the course and what a positive difference it had made to their lives. She would be looking to embed the group's work across the College. Other initiatives were the provision of sports facilities which had been discussed earlier in the meeting and providing space for learners to garden. The Governors praised the College for promoting an infrastructure where students can learn resilience and encouraged the College to continue to look for examples of good practice to adopt. It was also noted that there was a higher spike

in mental health challenges for those students studying creative subjects. Governors concluded that adding mental health to the risk register is not stating that the College is a high risk environment, but an acknowledgement that some learners have a propensity to mental health issues. The Principal proposed that she raise at SMT including a risk on the register along the lines of a risk of the College performing below average outcomes due to mental health issues. Governors agreed that this was a tangible way to define the risk by linking it to the impact upon student achievement, and there may already be a risk on the register that could be adapted to include this. Governors then debated the merits of Mental Health First Aiders at work and the difficulty of having a baseline for a person’s mental health, as opposed to having a clear baseline for a physical ailment, and agreed this was a discussion to return to at another date.

**Action:** Principal to discuss at SMT including a risk of the College performing below average outcomes due to mental health issues.

*The meeting closed at 6.28pm*

Minutes agreed as being a true and accurate record by the Chair.

Signed:.....

Dated:.....