

DRAFT

**THE CORPORATION
EALING, HAMMERSMITH AND WEST LONDON COLLEGE**

**Minutes of the Meeting of the Corporation held on 21 December 2017 at the
Double Tree Hotel by Hilton.**

The meeting began at 6.00 pm with Tony Alderman in the Chair.

ITEM 1

ATTENDANCE, APOLOGIES FOR ABSENCE AND ANNOUNCEMENTS

1.1 Present

Tony Alderman	√	John Jeffcock	x
Adrian Asuquo	√	Abhi Pandya	√
Heather Clay	x	Garry Phillips (Principal & CEO)	√
Julia Clements-Elliott	x	Cllr Binda Rai	√
Joanne Fintzen	x	Sundeep Sanga	x
Michael Heanue	√	Denise Waldron	x

1.2 Apologies for Absence

Apologies for absence were received from Heather Clay, Julia Clements-Elliott, Joanne Fintzen, John Jeffcock, Sundeep Sanga, Denise Waldron, Janet Gardner and Ray Shilling.

1.3 In Attendance

Urmila Rasan, Executive Director, Finance and Shared Services
Keith Scribbins, Clerk

1.4 Declarations of Interest

Existing declarations were confirmed.

1.5 Chair's and Clerk's Announcements

The Chair welcomed everyone in attendance and thanked them for giving up an evening so close to Christmas. The Clerk pointed out that this was a special meeting and it would concentrate on four items:

- The proposed merger (dealt with extensively in the CEO report)

- Finance matters
- Policies on Safeguarding and Equality
- Policy on Health & Safety

The Proposed Merger (CEO Report):

There were a large number of supporting papers including a letter from the Rt Hon Ann Milton MP, a letter from EHWLC and KCC to the Chief Executive of RBKC, a letter concerning judicial review, a pre-action letter and the withdraw of the proposed judicial review and the FE Commissioner's review of the proposed merger.

Attached to the CEO report were resolutions from both Colleges, the draft Transfer Agreement and the merger plan. The CEO's report gave an executive summary and covered items including HR, the curriculum, finances and the agenda for the strategic planning day.

During discussion it was pointed out that two Ministers had asked the FE Commissioner to do a review and in this context it had been suggested that there should be a 'pause on the merger'. The local campaign group had been active in pursuing this objective. It was **NOTED** that KCC had endorsed the pause and it was **RESOLVED**

that: The Corporation should also **NOTE** and **ENDORSE** the pause and other aspects of the FE Commissioner's decision. Members discussed the possibility of compensation for the costs involved in the delay to the merger or indeed its abandonment.

that: A compensation claim should be made.

that: Continuing efforts should be made to emphasise the benefits of the merger.

that: The shared services approach should be continued.

that: The emphasis on the need for the merger should be maintained and communicated with the other points mentioned above to the Minister.

that: A meeting should be sought at Ministerial level.

One aspect of the FE Commissioner's paper (the continuing deterioration of KCC's finances) was emphasised in the discussion. Other matters dealt with in the discussion and **NOTED/APPROVED** are set out below:

- Transfer Agreement
- Wornington Road developments
- KCC structure
- The visits to the Colleges by the FE Commissioner
- The updated merger plan
- The launching of the trading name 'WLC'
- The pay award of 1% to WLC staff
- The financial recovery and growth plan

- Agenda for the Strategic Planning days

Finance Matters:

Urmila Rasan introduced her paper (COR17.101) on financial statements and Letters of Representation (Audit and Regularity).

Urmila reported that the statements had been prepared in accordance with guidance from ESFA, the external auditors had audited the statements and the accounts had been presented to the Audit Committee. The Corporation was asked to approve the accounts and the annual report of the Audit Committee (which had been approved at the November Corporation meeting). The accounts were **APPROVED** and the Financial Statements **ADOPTED**.

The Corporation was asked to approve the loan renewal and they studied the Deed of Confirmation and the key terms. The loan term and the balance remaining was described and it was **RESOLVED**

that: The current loan should be renewed with no changes to the terms.

Members discussed the pensions deficit (set out on page 23 of the accounts) and agreed that the figures involved should be challenged if possible.

Policies:

Members were advised about the policies that need to be in place prior to the merger and a review was given in regard to Safeguarding, Equality and Diversity and the Single Equality policy. The Corporation **RESOLVED**

that: All the policies should be NOTED and APPROVED.

Similarly, the joint Health and Safety policy was also APPROVED.

Other policies (e.g. Freedom of Information) would be considered at a later date. In response to a question it was pointed out that the Single Equalities scheme sought to cover all aspects of equality, legislation and policy.

1.6 Date of the Next Meeting and Any Other Business

The date of the next meeting is scheduled for 21st February 2018.

There was no other business.

Chair's Signature

Date