**THE WINDSOR FOREST COLLEGES GROUP**

**RESOURCES COMMITTEE**

MINUTES OF A MEETING OF THE RESOURCES COMMITTEE OF THE WINDSOR FOREST COLLEGES GROUP HELD VIA ONLINE VIDEO CONFERENCE

ON WEDNESDAY, 5 OCTOBER 2021

 Meeting Attendance

PRESENT: Kiran Virdee (Chair from 5.30pm) (1 out of 1)

 Sam Foley (Chair until 5.30pm) (1 out of 1)

Gillian May (Group Principal) (1 out of 1)

 Angela Wellings (1 out of 1)

 Tina Coates (from 5.25pm) (1 out of 1)

IN ATTENDANCE: Graham Try (Deputy CEO)

 Stuart Markham (Fusion)

CLERK: Lynn Payne (1 out of 1)

**PART II**

| **AGENDA ITEM** |  | **ACTION** |
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|  | **The meeting started at 5.15pm.**It was agreed that Kiran Virdee be elected Chair, and Sam Foley be elected Vice Chair, of this committee, for this academic year.**All Members were agreed.**As the Chair of the committee was not present at the start of the meeting, it was agreed Sam Foley commence the meeting, as Chair. |  |
|  | Apologies for AbsenceThere were no apologies for absence. |  |
|  | Declarations of InterestSam Foley declared an interest in relation to matters related to the Local Enterprise Partnership (LEP). She advised Members that for Part I and Part II meetings of this Committee ongoing, she would like to register this interest.  |  |
|  | Property UpdateThe Deputy CEO presented his report on the Property Update. Members were asked to:-1. Note the update regarding the long-term parking plan at Langley College. Members were advised that the proposed car parking reduction at Langley College had now been finalised. The Deputy CEO reported that a positive meeting had previously taken place with Slough Borough Council (SBC) to discuss the principle and quantum of car parking reduction with the Highways Officers of SBC, who had verbally indicated their support for the College‘s proposal. It was noted a further meeting had taken place on 30th September with the SBC Officer responsible for the Council owned adjacent site as sold by the College in March 2020. A briefing note on this meeting had been circulated to Members prior to this committee meeting.

**Members noted the report**1. Members were asked to agree to give notice to Langley Hall Primary Academy (LHPA), under the current licence to occupy, to vacate C Block at the end of the current autumn term in December 2021.

Members discussed the reputational impact that might follow as a result of agreeing this action. It was agreed there should potentially be proactive rather than reactive communications in this matter, and if the communications were not issued in advance of the notice to LHPA, they should be prepared ready for immediate use when required.Members agreed a cautious approach was maintained.**Members agreed to recommend to the Board that the College terminate LHPA’s existing licence to occupy C block effective from December 2021.** 1. Members were asked to agree to withdraw from the lease discussions with LHPA and instead seek to optimise lettings income from C Block, whilst keeping E Block mothballed. The Deputy CEO informed members it was likely that good lettings income could be generated from C block. The E Block building would continue to be “mothballed” due to the substantial cost of bringing it into a usable state.

**Members agreed to recommend to the Board the proposed strategy to give notice to LHPA and to withdraw from the Lease discussions and optimise lettings from C block and keep E block mothballed.** 1. Members had initially been asked to agree that the college continue to pursue a joint strategy with Slough Borough Council (SBC) for two-way access and also a reduction to car parking for the Langley site, **but this recommendation was changed at the meeting** to seeking agreement for the college to make its own planning application in the matter.

The Deputy CEO informed members that the college application for planning could be prepared with the college advisors and would take several months to go through the planning process. If parking numbers could be reduced and the two-way access unlocked, then it would deal with this restriction and risk and provide flexibility for the college to either to sell C&E blocks, or the college could bring them back into use in the future. This could provide the option for cash in the future for the proposed merger. It was noted the College planning application submission would be targeted for November. Members noted the comprehensive updates in relation to b), c), and d), above relating to the LHPA and discussions with SBC. The Deputy CEO advised members that in the meeting with the SBC Officer on 30th September he was advised that the Council was reviewing all its sites in view of its financial difficulties. The Officer anticipated that SBC’s adjacent site would be developed but was not sure when this would be decided. SBC were also considering two other options, namely to do nothing with the site for a year or two, or selling it on. There was a discussion with the Council Officer regarding the college leading its own planning application to gain two-way access and reduce our car parking provision, and the Officer supported this approach. *(Kiran Virdee and Tina Coates joined the meeting. Kiran Virdee took over chairing the meeting)***Members agreed to recommend to the Board that the college pursue its own planning application to achieve the two way access.** The Deputy CEO referred to the fee note from the College’s lawyers in respect of the current work on LHPA for the sum of £12,000 together with commenting on the ongoing action against them for negligence, in relation to the two-way access issues. **This was noted.**1. Members were asked to note the update on the development of the site adjacent to Strode’s College Lane. Members were reminded that Strode’s College Lane was now temporarily closed. Temporary access arrangements to Runnymede Road were in operation, and were likely to remain in place until around July/August 2022, when the adjacent development was scheduled to be completed. The Deputy CEO reported there had been no operational difficulties in the matter at the current time, but it would continue to be monitored.
2. Members were asked to note that the Condition Improvement Fund (CIF) works at Strode’s College and the FE Condition Capital Allocation (FECA) works were now completed. The Deputy CEO advised Members that the College had received two substantial capital building grants totalling £1.361 million, to improve the estate. He confirmed the fire upgrade works at Strode’s College were complete, as were the currently commissioned FECA works at each College. The forecast costs were reported as in line with the capital budgets and the final grant claim for the FECA works would be made by 30 September 2021.

*(In relation to item g, below, Sam Foley had already declared a general conflict of interest on LEP matters, and would abstain from discussions. Members agreed she could remain in the meeting)*1. Members were asked to note that the proposed project to establish a Future Skills Hub in Slough town centre was not now proceeding. It was noted that this may mean that further TVBLEP capital funding may now become available to colleges, to bid for. The Group Principal spoke about other capital funding that might also become available to the College and those expressions of interest would be sent out in the next week or so. It was noted the main college building needed some refurbishment and so a compelling case would being submitted for this to happen.

 **The report was noted.** | **Refer to Corporation****Refer to Corporation****Refer to Corporation** |
|  | Evaluation of MeetingThis was an interactive meeting with Members adding value and making challenge as appropriate. Papers were considered sufficient to inform recommendations and decisions. The length of the meeting was considered about right. |  |
|  | Dates & Times of Future MeetingsFuture meetings were noted as being scheduled for 5.00pm via Zoom on: Wednesday 1 December 2021Wednesday 4 May 2022 |  |
|  | Any Urgent BusinessThere were no other items of business raised.The Chair thanked everyone for attending the meeting. |  |
|  | **The meeting ended at 5.50pm** |  |

Chair .................................................................... Date ……………………………………….