

Mr R Farhall
Rye Town Council
Town Hall
Market Street
Rye
East Sussex
TN31 7LA

5th July 2010

Dear Mr Farhall

In response to your email requesting information on the running costs of the Adult Education Centre at Lion St, Rye, the College is now in a position to forward this data, having completed our budget and forecast.

Please find enclosed the information as requested. However, any further financial detail is not available as we do not disaggregate from the College's main budget all the information requested.

Please also find enclosed the College's Corporation Members' Report and Financial Statements for the year ended 31st July 2009.

It may also interest you to know that the College has initiated a Development Group, headed by Oonagh Hague, Director of Partnerships, to investigate ways of using the Centre more purposefully to meet the needs of the Rye community.

Yours sincerely

Sue Middlehurst

Sue Middlehurst
PRINCIPAL

Sussex Coast College Hastings
Rye - Lion Street Campus

	2006-07	2007-08	2008-09	2009-10
	£	£	£	£
Income				
ESCC Library (Net)	10,258	10,780	11,344	11,631
Room Hire (Net)	7,307	5,171	6,395	1,557
S/total	17,564	15,951	17,740	13,188
Expenditure				
Caretaking	13,848	14,263	14,691	14,911
Insurance	6,203	6,514	6,839	6,976
General Maintenance	3,363	187	76	60
Electricity	293	669	2,330	376
Oil	3,218	4,201	3,828	7,668
Cleaning	216	42		
Security Services	99	391		
General Rates	645	438		1,553
Water Rates		2,437	1,375	2,047
S/total	27,885	29,142	29,139	33,590
Profit/(Loss)	-10,321	-13,191	-11,399	-20,402

Note:

1. Other central overheads are not allocated to site but are around 40% of income
2. Income for 2009/10 is included up to June 2010 - further income is expected

Rye F E

The Chairman of the Board of Governors
Sussex Coast College Hastings
Archery Road Campus,
St Leonards on Sea,
TN38 OHX

10 East Street,
Rye,
East Sussex,
TN31 7JY

6th July 2010

Dear Mr Melsom,

Adult Education Centre, Lion Street, Rye

Thank you for your letter of 11th June, and we have now received a helpful letter from the Principal, Sue Middlehurst,

In your letter you state "that the Board of Governors of Sussex Coast College are committed to maintaining a presence in Rye".

Whilst we are pleased that you identify this as a continuing responsibility for the College, it is true to say that the College's presence manifested today through the Adult Education Centre is minimal. Indeed it has ceased to be an effectual provider of adult education facilities at the Centre, responsible directly for running very few courses in the current year. The onus of providing continuing adult education in Rye has already been assumed by other bodies, including the WEA and voluntary organisations.

This Association has committed itself to restoring a fuller provision of adult education at the building in Lion Street, Rye identified by the planners as for 'Community Use'. We wish to open discussions with you about terms for the College to hand over to a responsible community organisation the burden of managing what is evidently regarded as a loss-making and redundant community asset.

It is our intention that the site be restored to its proper purpose of providing for the continued life-long learning, education and welfare of the local community, and in this we seek your co-operation and goodwill.

Yours sincerely,

K R F Bird
Chairman

Questions

1. Please define “net” income for rent and room hire and provide “gross” figure
Provide separate figures for Commercial and Community room hire
2. Caretaking – is this the full costing for the on site staff and who is the Employer?
3. Insurance – is this the cost of a stand alone premium or is it an allocation of a college wide coverage. What are the rebuilding cost sums insured for the whole site and the FE centre. What is the level of liability coverage bought and what are the excesses?
4. General Maintenance – these figures are very low for such a large, old building and therefore have additional sums been accrued elsewhere?
5. Electricity – Very strange pattern. Why was 08/9 so high?
- 6.- Cleaning/security – why no cost in 08/9 and 09/10 when clearly cleaning took place
7. General Rates – why no figure in 08/9. Why so much higher in 09/10?
8. water rates – What was the figure in 07/8. Why has it doubled in 09/10 when utilisation has dropped. Are the buildings metered
9. Oil – is this sum purely oil or is there gas as well. When was the boiler last replaced and does it meet current standards
10. why is there no mention of the carry costs of the alterations regarding disabled access which we understand cost £80,000 .Can this figure be confirmed and was it a grant which is why there is no ongoing cost.
11. Confirm whether the figures for all items of expenditure relate specifically to the FE centre or alternatively include the Library. If the library is included please advise if a split is available.
12. Confirm who owns the IT Equipment that is set up in Room 2

Rye FE
9th July 2010

RyeFE

Ms S Middlehurst,
Principal,
South Coast College Hastings,
Archery Road Campus,
St Leonards-on-sea,
East Sussex,
TN38 0HX

10 East Street
Rye
East Sussex
TN31 7JY

9th July 2010

Dear Ms Middlehurst,

Subject: Rye F E Centre

Thank you for your letter of 5th July and for the financial information attached. We have noted your comments that further information cannot be provided as it is not disaggregated from the main college budget. This is somewhat surprising as surely the budget is built up from individual revenue and cost centres,

However we would like to focus at this time on fully understanding the definition of the figures provided. Our questions are on the attached sheet. You may prefer us to talk these through with a member of your Finance team and if that is the case please provide us with a name. We would like this information promptly so we can proceed with our analysis and planning.

We shall be making direct contact with Oonagh Hague for an early discussion. We understand that the College has also commissioned a market research report by an external provider and we will be following this up.

We enclose for your information a copy of our recent letter to the Chair of Governors.

Yours Sincerely

KRF Bird
Chairman

Mr R Farhall Town Clerk
Rye Town Council
Town Hall
Market Street
Rye
East Sussex TN31 7LA

8th July 2010

Case Reference Number FS50320881

Dear Mr Farhall

I acknowledge receipt of Rye Town Council's complaint indicating that Sussex Coast College has not replied to a request for information made to it.

As you have recorded in the draft minutes of Town Council's meeting held on 21 June, when a public authority receives any written request for information, it is required to consider its responsibilities under the Freedom of Information Act. However, if every communication between public authorities indicating a desire to receive some information were to be initially treated as requiring a formal response in accordance with the FOIA, the administration of this country would quickly grind to a halt. We would expect public authorities corresponding with each other initially to do this in accordance with their normal business practices, unless the contrary is indicated.

I note from the draft minutes that you may have already written again to the college. I am, however, going to ask you next to re-submit your request for information indicating, if this is the case, that you would now like it to be handled in accordance with the provisions of the FOIA. You should ask it to provide any information that is readily available in accordance with the college's section 19 publication scheme and for any information not published under the publication scheme to be provided as soon as possible and within a maximum of 20 working days. You may, if you wish, indicate that you have contacted the Information Commissioner's Office and that a complaint



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file has been opened, although no action will be taken on it pending the college's response.

Where a requester is not satisfied with the way their request for information has been handled, we would expect them next to complain to the public authority, asking that they review how they have handled the request. Mention of this is made in the draft minutes. If you choose not to follow my suggestion in the previous paragraph of this letter, this would be your next step on your original enquiry to the college. This review should normally be conducted within 20 working days. We rarely take active steps on a complaint until this review has been conducted, or the time for the review has expired.

This complaint file will now become inactive pending further correspondence from you. If having taken the steps recommended above, you continue to be dissatisfied with the way Sussex Coast College has handled your request, please send copies of all relevant correspondence to us under the above reference number and the complaint will be assigned to one of our caseworkers.

While I am writing to you, I will mention two further matters. I could see no reference to Rye Town Council's publication scheme on its website. Your website does disclose a great deal of information about the council, which is commendable, but I could find no reference to the adoption of an approved publication scheme. Secondly, I could find no entry in the register of data controllers for Rye Town Council. As you are clearly processing personal data through electronic equipment, you should address this.

- it is there

inclined to agree

Yours sincerely

Graham S Smith
Information Commissioner's Office



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