



## Financial Notice to Improve (“Notice”)

### Issued to Hartlepool Sixth Form College on 13 February 2017.

1. This Notice is issued in accordance with Clause 5.5.1 of the college’s Funding Agreement because Hartlepool Sixth Form College has been assessed as inadequate by the EFA for its Financial Health.
2. This Notice sets out actions that constitute additional conditions of funding that Hartlepool Sixth Form College is required to comply with in order that provision can continue to be funded (subject to compliance with the entirety of the 2015/16 EFA Conditions of Funding, including these additional conditions) by EFA.
3. The Principal, as the Accounting Officer of the college, or the Chair of Governors should acknowledge receipt of this Notice in writing to me within five working days of the date of the Notice.

### Action Required

4. The college shall:
  - a. Supply [REDACTED], Adviser to the Sixth Form College Commissioner, by Friday 17 February 2017 an updated monthly cash flow forecast for the next two years reflecting the college’s plan to address the deficit and bring the college to a balanced budget end of 2018 (August 2018). This follows the college’s submission to [REDACTED] of a copy of the plan for the college’s governing body to demonstrate a balanced budget by the end of the academic year 2017 to 2018 (August 2018).
  - b. Continue to send monthly management accounts to EFA by 28<sup>th</sup> of the following month. EFA will closely monitor the college’s financial position on a monthly basis.
  - c. Confirm how you will secure suitable qualified support to improve the college’s financial management by 1 March 2017.
  - d. Commission an External Review of the college’s governance to include skills, structures and capability, the report of which should be provided to the EFA by 1 April 2017 together with details of the college’s subsequent and intended action.
  - e. Work with EFA and the Sixth Form College Commissioner to undertake a formal review of the college’s revised merger plans. This will include an assessment with the FE Commissioner of value for money and the impact on provision that was part of the Tees Valley area-based review and the North East area-based review.
  - f. Attend monthly meetings with EFA. Attendees including, as a minimum, the Principal, Director of Finance and Chair or other appropriate governor determined by the college, to discuss the progress and pace of your financial recovery. The EFA will arrange these meetings and your first point of contact is [REDACTED], [REDACTED]

6. If, in the EFA's view, the college fails to take the necessary actions (in whole or part) within the timescales set out, or if evidence of progress is not appropriate or not available, the EFA will take further action.
7. This Notice may be revised and updated subsequent to the date of issue to reflect progress and/or any change in circumstances.

**NOTICE ISSUED BY**

Paul Williamson  
Territorial Director – Northern England  
Education Funding Agency