

Preston's College

Draft Minutes of the Business Planning Committee Meeting held on 11th May 2017

Present:

Mr Paul Kennedy (Chair)
Mr J Boydell
Dr E H Smith
Mr S Browne

In Attendance:

Mr S Nixon
Mr C Speight

Apologies were received from: Mrs L Hornsby, Mr M Mallam, Mr J Taylor.

Item 2: Declarations of Interest

None declared.

Item 3: Minutes of the Committee Meeting held on 9th March 2017

Resolved: That the minutes of the Committee meeting held on the 9th March 2017 be agreed as a true and accurate record and signed by the chair.

Item 4: Period 8 Management Accounts

4:4 Mr Nixon confirmed that 16-18 learner numbers have shown an increase of 44 learners in year, reflecting the work done by various people around college to protect numbers.

4:5 Mr Nixon raised the issue of covenants, and confirmed that FRS 102 makes changes in the way that accounts are formatted, so some alterations have been made to take this into consideration. This does not make any difference to the compliance with of the covenant – full report will be brought in June.

Resolved: That the Period 8 financial position be noted and a final decision on the 2016/17 pay award be deferred until the financial outturn is completed.

Item 5: Performance against KPIs

5:1: Mr Nixon presented the College's performance against its Key Performance Indicators and confirmed that detailed monitoring continues to take place through the Quality and Standards Committee.

Action: That the current position against KPIs be noted

Item 6: Principles of Budget Setting

6:1 Mr Nixon confirmed that the full budget will be brought to the next committee, but outlined the headline figures for members. Mr Nixon confirmed that although the ESA and the SFA have now joined into one funding body, the report maintains this distinction between the different funding streams for ease.

6:2 Mr Nixon confirmed that the apprenticeship Levy is now in place but there is still a lack of clarity about how this will impact on apprenticeship funding, but growth will be identified from the business planning process as usual. He confirmed that a particular issue is the way that allocations are calculated for non-levy. The initial calculation has caused uproar in the sector as it looks very much like a cut in funding, despite the funding body stating that this is not the case. This being the case, growth may depend on the outcome of those ongoing discussions. The issue has been further complicated as it appears to be caught up in Purdah prior to the general election which is also delaying the matter. The allocations start from 1st May so there are already causalities in the sector indicating how difficult the new regime actually is. Mr. Speight confirmed that early indicators are that the 10% for non-levy payers doesn't appear to be a barrier from discussions with existing employers.

Resolved: The report be noted.

Item 7: Proposals for the Business Planning and HR and Remuneration Committees

7:1 Mrs. Crowther delivered a paper outlining the proposals for the merge of the Business Planning Committee and the HR and Remuneration Committee to create a single Resources Committee. The reason behind the proposal is the loss of two board members making quoracy difficult on the HR and Remuneration Committee, and the substantial overlap of members on both committees. The revised Key Functions for the new Resources Committee were discussed, along with the 'part 2' meeting which would designate no less than three members of the committee to discuss and approve the Senior Postholders' remuneration, conditions of service and performance targets.

Resolved: That the proposal is approved and will now be taken to the HR and Remuneration Committee for approval before submission to the Board in July

Item 8: Subcontractor list

8:1 Mr Nixon presented to the committee an outline of all subcontracting partners and confirmed the maximum contract values including ESF commitments.

Resolved: That the report be noted.

Item 9: UCLan Update

9:1 Mr Speight presented a report with recommendations from the transition advisory group, and confirmed that a full briefing will be delivered to the Board on May 24h.

Resolved: That the report be noted, and the establishment of the joint BAG be noted

Date of Next Meeting:

29th June 2017