

Preston's College

Minutes of the Business Planning Committee meeting held on 13th October 2016 at 5:40pm in the Board Room at Preston's College.

Present:

Mr P Kennedy (Chair)

Mr J Boydell

Mr S Browne

Ms L Hornsby (in part)

Mr M Mallam (in part)

Dr E H Smith

Mr J Taylor

In Attendance:

Mr S Fell (Clerk to the Corporation)

Mr S Nixon (Executive Director of Resources)

Mr C Speight (Vice Principal (Enterprise and Engagement))

Mr C Wood (Vice Principal (Excellence and Learning))

24. Welcome and Apologies

The Chair welcomed all to the meeting, particularly Jeff Taylor who was attending his first meeting of the Business Planning Committee.

The Clerk reported that no apologies had been received.

25. Declarations of Interest

No declarations of interest were made.

26. Minutes of the Committee meeting held on 10th March 2016

Resolved: That the Minutes be agreed as a true record and signed by the Chair.

Mr Mallam joined the meeting at this point.

27. College Budget 2015/16 – Draft Outturn Position

The Committee received a report setting out the Period 12 Management Accounts and the draft outturn position of the College. The Committee noted that the accounts were subject to audit. Mr Nixon presented the report and in doing so informed the Committee that the outturn operating surplus was shown as £297k against an original budget of £128k. He attributed this increase to apprenticeship income.

Steve Browne declared a non-pecuniary interest by virtue of him serving as a member of the Lancashire Pension Fund Board.

Appendix 2 to the report set out a briefing note on FRS102, the impact of which was to revise the way in which the final accounts would be presented. Mr Nixon drew the Committee's attention to the revised treatment of deferred capital grants and proposed that capital grants from governmental sources remain subject to the accruals method. In response to a query from the Committee Mr Nixon confirmed that the adoption of the accrual model would not impact upon the College's cash flow.

Mr Nixon confirmed that whilst the College's financial statements did include a specific reserves policy, this did not mean that the College's reserves were not subject to appropriate planning.

The Committee congratulated the College on its financial management.

Resolved: That i) the draft outturn position and the report be noted;
ii) the accrual model be utilised in relation to capital grants from governmental sources.

28. Capital Budget Outturn and Budget 2016/17

Mr Nixon presented a report summarising the College's Capital Budget Outturn 2015/16 and Budget 2016/17 and referred the Committee to the key points. He informed the Committee that the actual spend in the period had been £580k with £44k of College Condition Fund projects to carry forward. He provided the Committee with a basic breakdown of how the £580k had been spent and emphasised the importance of the spending.

Mr Nixon closed the item by stating that a plan was being drawn up in respect of the utilisation of the £150k reserved for capital use by the Board in July 2016, and that the Plan would be presented in due course.

Resolved: That the report be noted.

29. 16-18 Market Review and Analysis

The Committee received a comprehensive 16-18 Market Review and Analysis, together with a range of background information.

Leanne Hornsby joined the meeting at this point.

Mr Speight talked through the key aspects of the report, particularly its analysis of the College's position in the 16-18 Market, proposed key plans to generate further income in the area and ways in which to work with UCLan to develop partnership activities that would generate a return for the College.

Mr Speight provided information to the Committee in response to a number of questions. REDACTED

The Committee agreed that Dr Smith be requested to liaise with the County Council's Director of Public Health with a view to discussing how the two organisations could work together for mutual benefit, for the benefit of the community and in order to obtain wider funding. The Committee agreed that any individual strategies would have to be considered in the context of the College's broad, differentiated offer.

Mr Speight referred the Committee to the need to further develop its penetration into the apprenticeship market, as set out on pages 5 and 8 of the report. The Committee agreed that the visibility of the educational pathway was crucial, with learners able to clearly understand the potential routes of progression that the College could facilitate.

In responding to a point made by the Committee, Mr Speight talked briefly about the 'taster sessions' that the College put on for learners.

The Committee discussed the importance of the potential collaboration with UCLan, REDACTED

The Committee agreed that the report was helpful and endorsed the plans set out therein. They concurred that the report be condensed into a succinct strategic 16-18 proposal to be presented to the Board. Any such report should briefly outline the issues the College continued to face, with related proposals to seek to resolve those issues.

Resolved: That i) the contents of the report be noted and the proposed actions therein endorsed;

ii) the report be circulated to the Board for information, with a further report presented to the Board at their next meeting setting out an appropriately succinct set of key 16-18 proposals; and

iii) Dr Smith be requested to liaise with the County Council's Director of Public Health to explore opportunities for the two organisations to work more closely together for mutual benefit.

30. Financial Targets – Early Indications

Mr Nixon presented a report seeking the Committee's consideration of two areas of financial concern. REDACTED

Resolved: That the report be noted.

31. Date of Next Meeting

The Committee noted that the next meeting would take place on 1st December 2016.