

PRESTON'S COLLEGE RESOURCES COMMITTEE MEETING 19TH OCTOBER 2017

Present:

Mr J Taylor
Mr S Browne
Mr J Lee (Student Governor)
Mr P Kennedy
Mr M Mallam

Apologies:

Mr J Boydell
Ms A Markland

In Attendance:

Mr S Nixon (Executive Director Finance and Resources)
Mr C Speight (Vice Principal Enterprise and Engagement)
Ms G Thornton (Director of HR)

ITEM 1 **WELCOME:** The Chair welcomed all members to the first meeting of the new Resources Committee, and welcomed Mr Jovan Lee, Student Governor, to his first meeting.

ITEM 2 **DECLARATIONS OF INTEREST:** No declarations were made

ITEM 3 Minutes of the Business Planning Committee Meeting held on 29th June 2017
Mr Kennedy suggested that the presentation of Cyber Security received by the Committee be presented to the main Board.

Resolved: (i) The minutes were approved
(ii) The Clerk to incorporate the Cyber Security presentation into a future Board meeting

ITEM 4 **EARLY INDICATIONS – FINANCIAL AND LEARNER RECRUITMENT TARGETS** - Mr Nixon highlighted some early concerns regarding some contract targets for 17/18 [REDACTED]

Mr Speight confirmed that this is the first time for many years that the College will have an increase in the number of new 16 year old learners and that this should have a positive impact over the next few years, in terms of the numbers of learners progressing to further study. He further noted that some of the activity undertaken at lower levels means that the college is becoming more attractive to learners who would not traditionally have participated in FE. These learners do present challenges that the College is dealing with, but numbers are increasing. Dr Smith noted the competition for level 3 learners in the locality is significant, but the learners who are coming into college at lower levels have a good experience and progress through the levels. Current recruitment patterns also indicate that the College is meeting the needs of the local area.

Mr Nixon requested that Members note that in the Technical and Education Bill 2017 there is an insolvency clause which is new. As a result, the ESFA will support Colleges to ensure that they do not approach this point. Further information regarding the insolvency clause and the implications for Members will be delivered to the Corporation Board at a later date.

Resolved: **The paper was noted.**

ITEM 5

COLLEGE LEARNER MARKETS & APPROACH – OVERVIEW: Mr Speight confirmed that the paper would highlight the actions that have been put in place to address the challenges and drivers outlined in item 4. The focus of the report, however, is not solely 16-18 but other markets that may be important. The Professional and University Pathways have had some positive impact and will be important in creating a halo effect. Work is ongoing with this and hopefully this will impact on level 3 recruitment.

Apprenticeships. Targeting of Levy payers continues to develop and grow. The relationship with the County Council has meant Apprenticeships have been won through the County's tender process, and that the College has been able to develop good relationships with larger companies. The Apprenticeships EXPO at the Guild Hall was very successful and exceeded expectation in numbers attending and in the number of apprenticeships generated.

Full Cost – Some markets are transferring to Apprenticeship provision which has had an impact on the number of Full Cost courses, but work is underway to minimise the short fall. Last year saw a second consecutive year of strong growth and the College believes it has the right model now.

AEB continues to be a challenge with the changes to the funding rules. More and more programmes require co-funding from learners, and this has been problematic. Also, the end of the opportunity to use AEB for provision in the workplace has meant that a significant amount of work has had to stop which presented a significant challenge. Work is underway to mitigate this.

Members asked about the recruitment teams who go out to market the college and recruit and asked whether or not there has been sufficient investment in this area. Mr Speight confirmed that Business Relationship Managers work with employers, and another role has been added to create two senior key account manager roles who have targeted Levy Payers and with good success.

Mr Speight confirmed that 16-18 recruitment falls within the remit of the Schools Liaison team, but the work that they do isn't about more people, the investment required is in enabling curriculum staff to work with the team to engage with potential learners. Vocational staff are going out into schools to promote programmes in a way that will add value to the school. Where this approach has been taken, the college has seen growth from key feeder schools which accounts for the increase in recruitment of 16 year old learners. Member asked about whether or

not there were plans to increase the number of schools targeted given the success of this approach. Mr Speight confirmed that as masterclasses are delivered in school by vocational staff there is a limit to how much expansion can take place. However, additional activity with target schools in the Chorley and Fylde areas is being undertaken.

Members asked about the Consultancy team that have been engaged to support the College and whether or not they would advise on marketing. Mr Nixon advised that they will look at the curriculum planning process, how it is monitored, and how the College will forecast income against the plan rather than marketing. They will look at what the college considers when planning, ensure that the right Labour Market Information (LMI) is used, and whether or not what the college currently uses this information to the best effect.

Members asked if the lack of A levels affected the college's reputation in an adverse way. It was generally agreed that it did not. The College Information, Advice and Guidance (IAG) process ensures that all learners are directed to the most appropriate course to ensure that they are on the right programme. Many learners who would perhaps have attempted A levels have opted for a technical education that suited their needs better.

The issue of reputation in general was raised. The Principal advised that the College offers high quality vocational and technical education which in the past has been seen as less favourable than local competitors who offer A Levels. However, there is increasing emphasis on technical and vocational education and the College has undertaken a significant amount of work in preparation for this. Members raised the issue of student behaviour, and the Principal advised that significant work had been undertaken to address behaviour and the whole of the Executive Leadership Team have been involved in this.

Resolved: The paper was noted

ITEM 6

DRAFT OUTTURN POSITION 16/17: Mr Nixon confirmed that, subject to the audit concluding satisfactorily, the overall surplus compares favourably with previous projections. However, he drew Members attention to some significant shifts between period 10 and 12.

[REDACTED]

Mr Nixon advised that the College was randomly selected for an ESFA Funding Assurance Review for the first time in 9 years. This went very well, although some errors were identified and corrected, but these were very small (less than £10,000).

Mr Nixon confirmed that the lower than forecast income had been mitigated by third party payment savings, together with some direct college savings, for example exam costs, estates.

Mr Nixon drew Members attention to the impact of FRS102 adjustment for pensions' liabilities which has had a negative impact, as in previous years, but the

college has no control over these as they are provided by actuaries based on a set of relatively standard assumptions.

Resolved: **The paper was noted.**

ITEM 7 **CAPITAL BUDGET OUTTURN:** Mr Nixon advised that commitments to capital expenditure were minimised throughout the year to protect the overall financial position, however some targeted work has been undertaken to make improvements to the College at relatively little cost. Feedback from staff has been positive, and as a result there has been a positive impact on the learner experience.

Resolved: **The paper was noted.**

ITEM 8 **UCLAN UPDATE:** The Principal confirmed that a letter was sent to Members of the Board outlining the issues that the College is dealing with in relation to the proposed relationship with UCLan.
[REDACTED]

Resolved: **The paper was noted along with the proposed meeting with UCLan**

ITEM 9 **HEALTH AND SAFETY:** Mr Browne raised an issue with regard to College related and non-College related incidents, and drew attention to 'horseplay' during college lunch breaks, and whether or not this was college related. Mr Nixon confirmed that if it happens on college property it is the College's responsibility.

The Chair noted that the reports from the Health and Safety Manager have improved year on year and thanked Mr Foy for this.

The Chair confirmed that the Board supported the commitment to Health and Safety

Resolved: **The paper was noted with the request that thanks be passed to Mr Foy for his work on the Health and Safety reports to the Board.**

ITEM 10 **PEOPLE STRATEGY 2015-2020** The People Strategy 2015/2020 and associated action plan was presented by the Director of HR requesting that Members note key areas of development.

Members asked if the team had encountered any issues with the delivery of the Action Plan. Ms Thornton confirmed that delivery of the plan was now gaining traction.

Resolved: **The paper was noted.**

Date and time of next meeting – 30th November 2017 6.30pm

