

**MINUTES OF THE MEETING OF  
THE FINANCE, RESOURCES AND INVESTMENT COMMITTEE  
HELD VIA MICROSOFT TEAMS AT 5.30PM ON THURSDAY 7 JULY 2022**

**Present:** Mr D Langton (Chair)  
Dr A Birkinshaw  
Mr G Dixon (Vice-Principal Finance & Resources)  
Mr E Drake  
Mrs H Kerrick  
Mx L Johnson (Principal and CEO)

**In attendance:** Mrs J Matthews (Director of Governance)  
Dr S Morton

**ACTION**

**APOLOGIES FOR ABSENCE**

M21/145 There were no apologies for absence.

**DECLARATIONS**

M21/146 There were no declarations of interest.

**PAY AWARD**

M21/147 - 152 **Confidential minute**

**BUDGET 2022-23 AND FINANCIAL FORECASTS 2023-24**

M21/153 The Vice-Principal (Finance and Resources) presented the budget for 2022-23 and financial forecasts 2023-24 and highlighted the supporting assumptions. AEB was the area that caused most concern and cash would be strong should the High Street sale complete. Modelling had also been presented in the event that the sale did not proceed and cash flow remained satisfactory. EBITDA was the most challenging aspect, remaining RAG rated red throughout the period and growth was the key to improving that figure.

M21/154 A question was asked about whether the plan for AEB for 2022-23 had been produced and how that would differ from the current year. The Principal reported that the Director of Curriculum was leading on that and all adult education had been brought together under one manager. Consideration was being given to a provider to help with the delivery of the AEB and a question was asked about the provider under consideration and the due diligence and partnership arrangements proposed. The Principal reported that it was just in the early stages of development and Governors highlighted the importance of bringing any such arrangements to them for approval. A further question was asked about whether further consideration had been given to sub-contracting and the Principal reported that it hadn't and that there were ESFA constraints on that.

M21/155 A Governor questioned the process for planning AEB income and the Principal reported that it was a combination of top down and bottom up input. It was reported that the curriculum plan exceeded what had been included in the budget and a further question was asked about whether there was visibility of where the College expected to be in relation to AEB and apprenticeships by the end of October. The Principal confirmed that that information was available but that it was intended to run the ILR more often so that the forecasts could be reviewed.

M21/156 A further question was asked about the costs associated with the AEB and apprenticeships growth and the Vice-Principal (Finance and Resources) reported that the budget included a 20% increase in income and an 18% increase in the cost base, and that a contingency for part-time pay had been included in the budget to cover any risk in relation to AEB. Governors expressed concern around pay costs as a percentage of income and whether the forecast figures could be maintained.

M21/157

M21/158	A question was asked about the confidence in reaching the apprenticeships target in light of the economic situation, and the Principal reported that they were confident that the target would be hit and that achievement rates would increase again.	<b>Principal/DG</b>
M21/159	Given the risk around AEB, it was agreed that it would be helpful to receive a presentation from the manager responsible at an appropriate meeting in the autumn term.	
	Confidential minute	
	<b>DATE OF NEXT MEETING</b>	
M21/160	It was noted that the next meeting was due to be held on Wednesday 16 <sup>th</sup> November.	
	<b>The meeting closed at 6.40pm</b>	