

MEETING OF THE CORPORATION

Minutes of the meeting held on 28 July 2020

Present:

Chris Brown	External Governor	Chair
Dawn Whitemore	Principal	
Mark Walker	Staff Governor	
Lorraine Smalley	Staff Governor	
Jenny Shackleton	External Governor	
Matt Humphrey	External Governor	
Maddy Kennedy	External Governor	

In attendance:

Catherine Duro	Vice Principal Corporate Services	Interim Clerk
Lisa Craddock	Vice Principal Business Development	
Simon Kibble	Vice Principal Curriculum & Quality	
Sylvia Royle	Vice Principal Resources	

Apologies for Absence

259 Apologies for absence were received from; Simon Ashworth, Geoff Guy, Andrew Wolfe, Peter Jordan, Bob Kelly, Vanessa Scales, Josie Fraser, Miles Brown, Jane Wilson

Declarations of Interest

260 There were no declarations of interest beyond the standing register

Budget

261 The outturn for 2019/20 and the budget for 2020/21 were presented. The board was advised that there were too many variable to forecast 2021/22 at that time.

262 The impact of Covid-19 was explained in detail by the Vice-Principal Resources, and the movements in each income line explained. The remaining uncertainty around income for 2020/21 and the lack of clarity on government support for colleges at the time of meeting, e.g. the covid job retention fund was discussed.

263 The Board was assured that all estimates were prudent.

264 The Board heard that the budget did not assume pay harmonisation across the group as this was not affordable at the point of presenting the budget, but it did accommodate increases for the lowest paid to the SMB Group pay scale bring an increase of around £600 per year, for those on minimum wage.

265 The need to deliver £750k in staffing efficiencies at a potential cost of £600k was explained. It was detailed that some of this would come from vacancy management and recruitment drag but that unfortunately a further round of redundancy was planned to begin in September to bring effective and efficient deployment across the group. No pay award was proposed.



- 266 The staffing ratio of 64.8 % was maintained. The executive team proposed a target of 60% should be achievable, allowing for the hybrid GFE and land based model.
- 267 The Capital expenditure plan and reduction in investment was explained. The Board was asked to approve the capital expenditure, with flexibility to change the list of items required, within the approve budget to meet the changing needs.
- 268 The Board heard that the cash was in and forecast to be in an acceptable position. The FE Commissioner had set a target of 30 days and the group had 41.4 days.
- 269 The financial health grade was forecast to be RI for each year, it had previously been forecast to be graded good.
- 270 The Board was informed that he revised bank covenants that had been suspended by the bank for the current year due to merger would be applied in 2020/21. The Bank had been contacted to seek a further relaxation as the cash position remained good. The Board would be kept advised of the progress of this conversation.
- 271 It was assumed that the teachers' pension grant would be extended.
- 272 The impact on commercial activity, the theatre and equine centre was discussed.
- 273 The Cahir asked if anyone had any objections to the approval of the budget and the assumptions contained within it.
- 274 **Resolved** that the budget be approved.
- 275 Thanks were given for a well-judged, comprehensive paper.

DATE OF NEXT MEETING

- 276 The Next meeting is scheduled for 14 October 2020.

Signed: (Chair) Date: 14 October 2020