

Minutes of a Meeting of the Finance Committee of the Corporation

held at Highbury College, Portsmouth at 4pm on
Tuesday 01 March 2017

Present: Ms F Calderbank (left at 7.15pm)
Mr M Craft (Chair) (left at 7.15pm)
Mrs S Mbubaegbu
Ms D Moody
Mr J Rees-Evans
Mrs N Youern

Apologies: Mr H Slidel

In Attendance: Mr P Daneshvar (left at 5.45pm)
Mr A Minter (left at 6pm)
Mr D Roberts (left at 5pm)
Ms S Ward (left at 5.30pm)
Mr T Bewick - Managing Director, NWT Ltd (Mins. 1196 & 1197)
Mr P Rolfe - Managing Director, New Horizons (Min. 1196)
Ms P Schweitzer - Clerk

M i n u t e s

Part 1 – Standing Items

1187 Membership & Welcome

The Chair welcomed everyone to the meeting. He stated that he had invited Corporation members, including those who did not sit on Finance Committee, as he felt all Governors should have the opportunity to discuss the serious issues being considered.

1188 Apologies for Absence

Mr Slidel sent his apologies.

1189 Declaration of Interest

There were no declarations of interest.

1190 Minutes

The Minutes of the Meeting held on 08 November 2016 were **Agreed** as a correct record and signed by the Chair.

1191 Matters Arising

There were no matters arising.

Part 2 – Items for Decision

1192 Fees Policy 2017/18

The Group Finance Director presented Paper 2250/17/F setting out the Fees Policy 2017/18.

The Group Finance Director stated that fees remained similar to the previous year, with an increase of less than 5%. The exception was apprenticeship fees which had yet to be formulated as more market research was required to ensure they were competitive whilst allowing the College to draw as much matched funding from the SFA as possible. Fees for apprentices were set according to individual frameworks and would be formulated by the end of May.

In response to a question, the Group Finance Director stated that the College did not really have a lot of bad debt, approximately £50k per annum, with recovery being quite good and not a lot being written off. He confirmed that fees for Computing were higher due to validation costs with the University.

The Fees Policy 2017/18 was **Agreed**.

Part 3 - Items for Discussion

There were no Items for Discussion.

Minutes 1193 - 1202 were confidential.

Date of Next Meeting

Tuesday 18 April 2017 @ 4pm

The meeting ended at 7.20 pm.

Self-Assessment of Meeting

Five evaluation forms were returned to the Clerk. Members agreed that papers arrived in time and were clear and concise (one member wrote '*sort of!*'), containing sufficient information upon which to make decisions (one member wrote '*in most respects but the purpose of meeting was to look at this*'). Members felt able to contribute to the debate and decision-making process and all members felt that the Committee challenged and questioned reports sufficiently. Members were satisfied that the decisions arrived at were sound and that the impact of decisions on students and the College was clear (one member wrote '*my role was limited*'). Members felt that the Chair provided effective leadership and ensured that there was enough time for debate and that all Governors were able and encouraged to participate in discussions. Members agreed that the meeting was clerked effectively (one member wrote '*very*'). Under any comments, one member wrote '*could have been debated all night but we needed a decision.*'