



TRURO AND PENWITH COLLEGE CORPORATION



Finance and General Purposes Committee

Minutes of the Finance & General Purposes Committee
held on 7 June 2023 at Truro College

Members: Mrs K Ashworth, Mr P Callen (in the Chair), Mr D Collins, Mr M Cooper, Ms K Prosser and Mr M Tucker (Principal)

Also Present: Mrs L Briscoe (Director of Student Experience), Mrs A Bull (Director of Curriculum Development), Mr S Cryer (Director of Finance), Miss L Langdon (Head of Finance), Mrs H McKinstry (Director of Partnerships and Apprenticeships), and Mrs A Winter (Clerk to the Corporation)

Apologies: Mr R Townsend

Item	Discussion/Decision	Action
23/31	Declarations of Interest Governors were reminded of the requirement to disclose any potential interest and to withdraw from the meeting if a matter under consideration could give rise to a conflict of interest. No new interests were declared.	
23/32	Minutes The Minutes of the meeting held on 7 March 2023 were APPROVED as a correct record.	
23/33	Matters Arising 33.01 Financial Objectives (Minute 23/19.03) The Principal confirmed that financial objectives were being amended in relevant documents as necessary.	
23/34	Management Accounts 2022/23 The Head of Finance presented the management accounts (1 Aug 2022 – 30 April 2023) and explained the alterations to income and expenditure. Variations across a number of budget lines had resulted in an overall improvement and slight reduction in the projected deficit. The Committee reviewed the key variations which included additional grant funding which was likely to be matched by increased project costs. If any further improvements to the budget position could be achieved, funds would be carried forward into 2023/24 where possible to support the budget during another very challenging year. Governors NOTED that the forecast deficit would still enable an EBITDA above the 1% to be achieved and retain an ESFA financial health score of 'Good'.	

23/35	<p>Cashflow</p> <p>The Committee considered the confidential cashflow projections to July 2025 incorporating the proposed budget for 2023/24. The expected low points were highlighted and underlying assumptions explained.</p> <p>The cashflow projections incorporated College funded capital expenditure for Ottery as well as campus improvements, general maintenance and other grant-funded projects. In response to questions, the ESFA financial health grading metrics were explained.</p> <p>The Committee noted that a planned withdrawal from the managed investments in late July 2023 to boost the end of year cash position had been included in the cashflow projections.</p> <p>Governors NOTED that the Cashflow position remained satisfactory throughout the next two years.</p>	
23/36	<p>Proposed Budget for 2023/24 and Staff Pay Proposals</p> <p>This confidential item is separately minuted</p>	
23/37	<p>Union Update</p> <p>This confidential item is separately minuted</p>	
23/38	<p>ESFA Financial Health Grading and Finance Dashboard</p> <p>The Committee considered the current scoring methodology, the proposed changes as well as the finance dashboard comparing Truro and Penwith College’s financial performance to sector benchmarks. The deliberate decision to allocate a relatively high proportion (above the sector benchmark) of income for staff pay was crucial to the delivery of high quality provision.</p> <p>The Committee NOTED that the ESFA had confirmed a financial health grading of ‘Good’ for 2021/22.</p>	
23/39	<p>39.01 Review of Investment Policy</p> <p>The Committee reviewed the Investment Policy and confirmed that it remained appropriate and aligned to the College’s risk appetite. No changes were needed at this stage.</p> <p>39.02 Investment Panel Update</p> <p>This confidential item is separately minuted</p>	
23/40	<p>Capital Equipment Budget Update</p> <p>The Head of Finance provided a summary of the capital equipment expenditure in 2021/22, the spend to date in 2022/23 and proposed budget for 2023/24. The Committee noted that in addition to College funds, grants had been received from the Office for Students (OfS) for HE facilities and ESFA to support T Levels and green technologies.</p> <p>A slight reduction in the capital equipment allocation was proposed for next year ensuring that the necessary facilities and curriculum requirements could be met.</p> <p>Following consideration, the Committee APPROVED the capital equipment budget of £1.1m for 2023/24.</p>	

23/41	Haven House Update This confidential item is separately minuted	
23/42	Premises Matters The Principal provided an update and Governors NOTED that summer projects included: <ul style="list-style-type: none"> • general maintenance and redecoration throughout the College • completion of reception facilities (Allen) • creation of large lecture theatre (University Centre – Fal) • refurbishment of three science labs (Mylor) • completion and kit out of STEM and Health Skills Centre with specialist equipment and facilities prior to becoming fully operational in September 2023 (Ottery) 	
23/43	Date of Next Meeting The Committee would meet at 5pm on Tuesday 18 th October 2023	ALL to note