**Barnet and Southgate College Corporation**
**Finance Committee**

**Date:** **2nd December 2021**
**Time:** **17.00-18.15**
**Venue:** **Southgate campus**
Present: Imelda Galvin (Chair)

Jenny Jarvis (Governor) by teams
Hannah Sheath (Governor)
Darren Mepham (CEO)
Absent ***Adam Goldstein (Chair of Governors)***

In Attendance:
Tracey McIntosh (Executive Director of Commercial Partnerships)
Mark Sellis (Executive Director of Corporate Services)
Hiten Savla (Director of Finance)
Lorna Lloyd-Williams (Head of Governance)

**MINUTES** ***italics denotes absence***

| Item | The meeting opened at 17.05 and was quorate with 3 members including two external governors present. |
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| 1 | **APOLOGIES FOR ABSENCE**<br><br>Apologies were received and accepted from Mr Goldstein and the committee were advised that Ms Sheath would be slightly late. |
| 2 | **DECLARATIONS OF INTEREST**<br><br>There were no declarations of interest. |
| 3 | **NOTIFICATION OF URGENT BUSINESS**<br><br>There was no urgent business. |
| 4 | **MINUTES OF THE MEETING HELD ON THE 30th September 2021**<br><br>The minutes of the meeting were approved as a true and correct record.<br><br>The chair took the committee through the matters arising. |
| 5 | **MATTERS ARISING**<br><br>This was dealt with in item 4 above |
| 5a | **ENROLMENT UPDATE** |

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| | The EDCP spoke to her report and governors queried the 10% dropout and why it had not been considered in the sensitivity analysis for 2021/22 budget process. Governors were advised that this would be built into the budget for the next academic year. Governors questioned whether this was a high figure and were advised that 10% dropout was a normal figure for London colleges because of the competition. The committee were informed that as a consequence of this under recruitment there would be financial implications for the next academic year.<br><br>The committee were advised that there had not been much change in HE enrolment and whilst enrolments were still happening this would not change the financial position. Regarding apprenticeships if all students remain on programme the picture remained positive. Governors asked when they would be able to have a clear financial position of the following year and were advised P4.<br><br>**17.20 Ms. Sheath arrived.**<br><br>Governors commented that there should have been more conservatism around the targets/ambitions for growth. Governors asked for clarification about the number of learners the allocation was based on and were informed that the college was 300 learners short of the allocation target. Governors commented that they would need to focus on this problem going forward in committee meetings and advised the executive they would be looking to see what action they were taking to deal with this. Governors asked whether they were any particular areas that were difficult to achieve growth and were given details. |
| 6 | **FEEDBACK FROM ESFA MEETING 25TH NOVEMBER**<br><br>The committee chair gave feedback on the meeting where the ESFA set out how the ESFA were seeking to work with colleges going forward. Governors were advised that the FE Commissioner had also been present for the meeting. It was explained that those present at the meeting had set out the type of support the college would like to have and the CEO had since had a follow up meeting with the FE Commissioner**.** |
| 7 | **ESFA FINANCIAL HEALTH LETTER & DASHBOARD**<br><br>The committee discussed the colleges financial health grading, the EDCS taking governors through this. Governors asked what had driven the EBITDA |

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| | up and were advised that it was due to a clear out of items being carried in the balance sheet prior to 18/19. |
| 8 | **MEDIUM TERM FINANCIAL PLAN UPDATE (confidential)**<br><br>**This item was considered to be confidential** |
| 9 | **MANAGEMENT ACCOUNTS**<br><br>Governors asked the Director of Finance if there was anything else to be brought to their attention and were informed that the forecast had been updated and there were some potential additional savings that could be made in respect of staff utilisation. The committee were advised that these would be shown in P4. Governors asked if this would bring the financial health score to good and were advised only if the college hit the budget. Governors also asked whether there could be anything done to address the current ratio and asked to be provided with an analysis of how a £300k improvement would improve the college's financial health rating from requires improvement to good.<br>**Action:EDCS** |
| 10 | **SENSITIVITY ANALYSIS**<br><br>There was insufficient time for this agenda item |
| 11 | **OTHER BUSINESS**<br><br>There was no AOB. |
| 12 | **Date of forthcoming meetings**<br>20th Jan 22 at 18.00<br>3rd March 22 at 18.00<br>5th May 22 at 18.00<br>30 June 22 at 18.00 |