

STRATFORD-UPON-AVON COLLEGE CORPORATION

MINUTES OF STRATEGIC PLANNING GROUP MEETING WEDNESDAY 16 FEBRUARY 2011

Present:	Mike Atkins	Governor
	Tony Jefferson	Chair of the meeting
	Martin Penny	Principal
	Alan Richardson	Chair of Governors
	Elaine Rowlands	Governor
In attendance:	Charles Anderson	Deputy Principal
	David Jackson	Clerk to the Corporation

1. APOLOGIES

There were no apologies.

2. DECLARATIONS OF INTEREST

Members were invited to declare any interest in business to be discussed at the meeting, following which Alan Richardson reminded those present that he was Chair of Governors at Coventry University.

3. MINUTES OF LAST MEETING

It was resolved **THAT:**

The minutes of the meeting held on 22 September 2010 be regarded as correct and signed by the Chair.

4. MATTERS ARISING

There were no matters arising.

5. STRATEGIC DISCUSSION

The Principal explained the background, development and current knowledge on future scenarios in the sector as far as he could establish them at the present time. In the light of this he explained that he had reviewed the financial well-being of the College in both the long and short term and agreed with them the basis of the draft Budget for 2011/12. He then proceeded to work through the draft referring back to the 2010/11 outturn with the group and explained the rationale and how each budget line had been arrived at together with implications for future years as far as he was able in this difficult financial climate and lack of long term government planning.

A discussion involving all members of the group was both extensive and intensive and covered:

- Changes to the funding methodology
- The need to increase 16-18 year olds
- The minimum group size for A Levels
- Impact of changes to Transport Policies
- Impact of Academies and Sixth Forms
- Collaboration with Schools
- Studley and Henley High Academy Status
- Adult Funding
- Changes in Apprenticeships
- The College as an employer of Apprentices
- Linked Training Programmes
- Risks associated with sub-contracting
- Exploration of UTC's
- Expansion of HE, both now and in the future
- International market including risks
- French programme stability
- Pay/income rates and staff salaries
- Tourist Information Centre Contract
- Transfer of full cost work to CAMs

- Sales and Marketing
- Move from refundable to non-refundable resource fee
- The need for significant increase in the Capital Expenditure budget both in terms of building expenditure and capital equipment

The Group expressed a clear view that they were not in favour of the introduction of car parking charges and went on to discuss Stratford-upon-Avon College at Rugby and were pleased to note that the applications for 2011/12 were well up on the previous year. The Group discussed the expansion of the international market and the risks associated with that and the need for a step change to expand significantly, including the requirement for more student accommodation. The Chair considered more business planning needed to be undertaken in this area.

In summing up, the Group considered that the picture in the sector was not good but the College appeared to be well placed to move forward. The Chair stated that he felt it was important that the College Executive got fixed in their own minds on what the College needed to concentrate on for the next year and identified those factors that needed to be done to make it all work. In bringing the discussion to a close the Chair commented on the improvement in cash flow by the end of 2011/12 which was set to be £900,000.

It should be noted that the nature and intensity of the discussions meant that the meeting lasted 95 minutes instead of the scheduled hour.

6. ANY OTHER BUSINESS

The Principal informed the meeting that the College was officially in dispute with UCU as the College had not agreed to their 6.5% pay claim for 2010/11.

7. DATE OF NEXT MEETING

It was resolved **THAT:**

The Strategic Planning Group meet again on **Thursday 20 September 2011** at 8.30am.