

# Minutes



<b>Meeting</b>	<b>Finance and Resources Committee</b>
<b>Date</b>	Wednesday 5 March 2025
<b>Time</b>	17:00-19:00
<b>Venue</b>	Google meet

<b>Attendees:</b>	Paul Lomas (Chair); Jason Austin; Margaret Cobb; Debbie Marshall; Kay Mulcahy; Janet Pryke
<b>In attendance:</b>	Phil Curtis (Executive Director of Finance and Estates; Jane Hartog (Executive Director of HR, OD and Marketing); Cath Mollart (Executive Director of Strategic Planning and Corporate Services); Daniel Stanbra (Director of Adult Education and Contracts) for item 6; James Godsell (Director of Business Development and Apprenticeships) for item 7; Sarah Connerty (Director of Governance and minute taker)
<b>Apologies:</b>	

	<b>Item</b>	<b>Action</b>
<b>1.</b>	<b>Welcome, introductions and apologies for absence</b> The Chair welcomed colleagues to the meeting. Apologies received from Janet Pryke.	
<b>2.</b>	<b>Declarations of interest</b> There were no declarations received.	
<b>3.</b>	<b>Minutes of the meeting held on 25 November 2024</b> The minutes of the last meeting were approved as a true and accurate record. <b>Written resolution – digital spend – 19 December 2024</b> The Committee ratified the resolution. The Director of Governance noted that she has worked with the ED Finance and Estates and Head of Finance around forward planning on contracts which require approval by the Committee is being done with a standing item on the Committee’s agenda. Upcoming contracts are also included on page 2 of the finance report.	
<b>4.</b>	<b>Matters arising</b> It was noted that the following actions are included on the agenda: Action 1 – Adult Education and Contracts update at item 6 Action 2 – Apprenticeships update at item 7 Action 3 – Staff survey feedback at item 8 Action 5 – National Living wage at item 8.1 Action 7 – Health and Safety policy at item 12.2 Action 2 – Dinnington at item 10.1 Action 3 – Environment and Sustainability at item 10 Action 7 – risk register at item 5 Other actions: Action 7 – benchmarking around marketing budgets – this item is being reviewed by the ED Finance and Estates and ED HR, Marketing and OD – update to the next meeting Action 4 – position of NEETS – the DCEO has provided a statement around NEETS data.	ED Finance and Estates/ED HR, Marketing and OD
<b>5.</b>	<b>Risks delegated to the Finance and Resources Committee</b>	

	<p>The ED Finance and Estates confirmed that the revised 4risk register has been live since January 2025. There are no huge changes to report and reporting going forward will include a dashboard and summary of progress since the last meeting. This includes inherent risks, the position after controls are included, and where the Group would like to be in line with targets and risk appetite. The Audit and Risk Committee has requested that risk appetite is included in reporting to allow governors to oversee risk effectively.</p> <p>There is more work ongoing to populate the risk register. The new system allows controls and actions to feature across a number of risks which is helpful.</p> <p>In terms of residual risks, they are close to intended risk profiles which is positive.</p> <p>The Chair noted that there are some high risks (before mitigations are added) under the Committee's remit relating to financial controls and staff resourcing.</p> <p>The Chair noted that the internal auditors in their recent training session on risk highlighted the importance of Committees feeding back their views on risk to the Audit and Risk Committee to allow it to oversee risk management effectively and asked what good looks like for this Committee. The ED Finance and Estates reported that the Audit and Risk Committee have agreed to take areas from the strategic risk register as risk scrutiny items at each meeting to ensure items captured on the risk register are being tested effectively and these will include items delegated to the Committee which will give assurance that key risks are being scrutinised.</p> <p>It was agreed that risk management is moving forward in the right direction and there are controls in place around the risk items delegated to the Committee to review.</p>	
6.	<p><b>Adult Education and Contracts update</b></p> <p>The Director of Adult Education and Contracts and English and Maths (E&amp;M) reported that there is assurance that the Group is on track in terms of performance. Any areas of discrepancy or underperformance have been identified and the team have been agile and reduced the amount of subcontracting and transferred into internal activity on a reduced cost and risk to the Group. It is a resilient approach.</p> <p>The budget and forecast show slightly ahead of the budget forecast and it is expected to continue to close towards the end of the year. There is close working with the curriculum and finance teams and rigorous budgeting.</p> <p>The Group is on track to realise its 2024-5 Adult Skills Fund (ASF) allocation of £7.54m and has been able to employ internal subcontractors to support this.</p> <p>As requested by the Committee reporting has been done at campus level. In the current headline allocations, there are some small discrepancies with one forecast variance at North Notts College and the team are working closely with the Director of Campus.</p> <p>One governor asked when the allocation for 2025-6 is expected. There has been an indicative rationale from East Midlands Combined County Authority (EMCCA) but no proposal to date. <b>ACTION:</b> The CEO and Principal noted that there may be a potential risk in the reduction of the EMCCA allocation and a full update will come to the Board if details are available prior to the 26 March 2025. The ED Finance and Estates confirmed that the Group is alert to the risk and primed to respond.</p> <p>The Chair noted that the link governor for adult education and contracts and apprenticeships had provided some feedback to the paper which had been updated in response and asked for any thoughts. The link governor reported that she was happy with the position and had recently been on an excellent visit with the team who are confident the allocation can be maximised. The focus now is on 2025-6.</p> <p>The Committee passed on their thanks for all the good work going on and the Director of Adult Education and Contracts and E&amp;M noted that it is a team effort including SLT and Exec.</p> <p><b>Subcontracting framework.</b></p>	CEO

	<p>The Director of Adult Education and Contracts and E&amp;M noted that a new framework has been introduced which takes on board the significant changes around FE sector to public organisations. It is reflective of procurement requirements and oversight of performance and is aligned to Group strategic priorities and regional priorities.</p> <ul style="list-style-type: none"> <li>• Funding areas covered are: <ul style="list-style-type: none"> <li>○ 16-18 Study Programme</li> <li>○ Core ASF</li> <li>○ Tailored Learning ASF</li> <li>○ Free Courses For Jobs (L3)</li> <li>○ Apprenticeship</li> </ul> </li> </ul> <p>The proposed framework enables agility and responsive allocations to respond to stakeholder need an academic year and call-of basis. The Group is not intending to allocate out to all listed providers, but lays out a framework to be flexible to the needs of the Group based on performance and risk. The Group is not rolling over any existing contracts and all employers will need to go through the same rigorous process. In terms of cost effectiveness and returns the Group will only be subcontracting where there are appropriate profiles to manage the contract.</p> <p>It was noted that the team has worked closely with procurement and an external procurement company to develop the framework and it provides a good approach with flexibility and assurance and increasing rigour of the performance management of employers. For example, all employers will be required to produce clear delivery plans on a monthly basis.</p> <p>The team are working closely with the ED Finance and Estates around the 25% learning hours in the new guidance and this has reduced the indicative proportion of subcontracting for the Group significantly, with subcontracting being used to complement internal provision.</p> <p><b>ACTION:</b> The Director of Adult Education and Contracts and E&amp;M noted that the framework will be used to draft this years' strategy and policy which will come to next Committee meeting for recommendation for approval.</p>	Dir of Adult Ed and Contract
7.	<p><b>Additional item - English and Maths task and finish group.</b></p> <p>The task and finish group met on the 25 February 2025 and recommended that the Group looks at extra resource Rotherham College to support E&amp;M. It was agreed to share with both the Finance and Resources Committee and Quality and Standards Committee.</p> <p>The Director of Adult Education and Contracts and E&amp;M reported that he is working closely with colleagues around the key concerns and considerations in terms of risk and financial impact on the proposal. Retention and recruitment of E&amp;M staff is a key risk and the Group is revising its strategy to grow its own staff and provide a culture to retain staff. There is a request to propose further amendments to the structure and recruit a second deputy at Rotherham College. The College has double the cohort size and the current deputy's time and focus is very operational with less time than planned for strategic provision. This proposal would increase from three to four E&amp;M deputies within the organisation. The second role would have a focus on high strategic risks – adult, apprenticeships and high needs. This proposal is not currently within the budget and would require additional expenditure for curriculum planning.</p> <p>One governor asked for a timeline for the formal request. The SRF is being drafted and it would require a review of job roles and the impact on the existing deputy at Rotherham College. The Committee noted that following the task and finish group's role in reviewing interventions to support the improvement of E&amp;M and sharing this with the Committees this would be a matter for the Group's own internal processes.</p>	

	<p>The ED Finance and Estates and ED HR, Marketing and OD noted that a review of the cohort of learners and strategies for staffing including class sizes based on ability to learn more about the structure will be carried out. It was agreed it is about understanding what is needed to best support learners and staff. The Chair asked that the Committee is informed of the outcome.</p> <p>[Director of Adult Education and Contracts and E&amp;M departs: 17:33]</p>	
8.	<p><b>Apprenticeship update</b></p> <p>The Director of Business Development and Apprenticeships took the report as read and highlighted the following key points:</p> <ul style="list-style-type: none"> <li>• The difference between the profile and the budget position is being looked at and relates to the historic differences in counting the end point assessment income</li> <li>• R06 figures are £42K higher than this time last year</li> <li>• One governor questioned the big jump in income at the end of the academic year and if this is achievable and the Director talked the Committee through the learners coming onto programmes through the year and the finances. One governor asked if there are enough learners in the system to generate the income and this was confirmed. There is a risk area in 84 apprentices who are currently in the process of being recruited. Historically this has been successful</li> <li>• The Group's Apprenticeship provision grew £300k in 23/24 and is forecast to grow another £300k in 24/25. Ongoing curriculum planning will see it profiled to grow another £200k in 25/26, carry-in income will likely make this number higher. A lot is driven by core construction but it also includes higher apprentices and care</li> </ul> <p>The Committee asked what is stopping further increases next year? This is around capacity of college sites and space and capacity of staff. Another bricklaying group can be put in at Rotherham and based on whether the Level 7 is defunded another senior leader's course could be put in.</p> <p>The Committee discussed the impact of NI contributions on employers. This has hit hair and beauty where employer practices are changing and this may have an impact on what can be delivered. The Group will need to respond to market need and the teams are investigating these areas outside of the Group's control. <b>ACTION:</b> It was agreed it would be useful to look at this at the upcoming Board Strategy Day.</p> <p>CITB helps a lot with apprenticeships for construction and engineering employers are very busy and this offers a great opportunity for learners.</p> <p>The next round of curriculum planning is coming up and the carry in will be slightly higher than the budget. Growth is good and it is important to maintain quality.</p> <p>The Chair asked the link governor for apprenticeships for any thoughts and she noted that it is all going well and there is confidence in the team to get the outturn.</p> <p>The Chair thanked the Director of Business Development and Apprenticeships for the report.</p> <p><b>[Director of Business Development and Apprenticeships departs: 17.45]</b></p>	CEO
9.	<p><b>HR Overview</b></p> <p>The ED HR, Marketing and OD took the report as read and the Committee considered a number of key areas including:</p> <p><b>Roles</b></p> <ul style="list-style-type: none"> <li>• All roles, including hard to fill roles have been filled with either permanent, RES or agency staff which is positive for both staff and students</li> <li>• The new ways of advertising are successful and have reduced the amount of times roles have to be put out</li> <li>• The minimum wage changes won't affect academic staff</li> <li>• Certain roles continue to be a challenge to recruit to as the Group can't meet industry salaries</li> </ul>	

- It was agreed that the HR team are doing really well around recruitment but it is continually hard work.

#### **The learning and development summary**

The skills academy is really taking shape. A relaunch will go out soon from the Marketing Team as new staff receive a lot of information about the academy at induction but some longer established staff don't realise how good it is. The relaunch will include more quality, maths and English and MIS development.

A management toolkit has been launched and feedback will come back to the Committee as it is rolled out.

The Chair noted that it looks like a fantastic and flexible set of tools and it was agreed that the more staff can use the resources and understand that it is free and there for staff development the better.

#### **Restructure in finance.**

[Confidential item]

#### **Health and wellbeing**

This continues to be a priority and the Group offers a lot to staff. In the summer all staff are invited to a wellbeing day at DVC. Women's day has just been launched. The Kudos scheme continues to be a success and is well embedded across the colleges.

#### **KPIs for People and Place:**

- Sickness has increased to 3.7% against a target of 2.7 %. This is not an increase in long term absence but staff who have been off for either really short-term absence or staff who have been off for a week / 2 weeks. The HR team continue to work closely with the managers on this.

- Voluntary turnover at 12.8% against a target of 19%

- To roll out and complete an all staff, staff opinion survey by the end of April 2024. This has been completed, focus groups run and actions taken. A further staff opinion survey will run in April 2025

The weekly comms from the CEO and Principal is going well.

The Chair asked if the next survey will be another full one or selected based on feedback full or selected based on feedback. Another full survey will be done after Easter, this time inviting positive as well as negative comments, and making sure questions give the information needed to move the organisation forward. There will be greater marketing to get the response rate up. The work that has been done in response to feedback is being rolled out so staff know what has been done.

- To amend the SRF process, linked to accurate establishments figures by the end of 2024 making the process more streamlined and efficient. Some work has been achieved in this area and the financial modelling programme is now at the stage where the finance and HR teams can be trained

One governor asked about the LSA roles and it was confirmed that they do have a high turnover, the roles are term time only and they are challenged by the national minimum wage.

The HR dashboard is in progress with everything in place with I Trent. The ED Finance and Estates confirmed that the final training is taking place this week and the system is live and working.

**Gender Pay Gap report** – the deadline for reporting is 30 March 2025 and this will come to the next Committee.

#### **National Living Wage (NLW)**

The ED HR, Marketing and OD presented a paper on the NLW. The pay increase requires payment from the 1 April 2025. This will remove point 16 of the salary bands where a large number of staff are positioned including Learning Support Assistants. The paper includes a

	<p>recommendation to put the differentiation back for six roles at a cost of £39k. This is to avoid staff who would end up supervising staff on the same salary as themselves. The Committee agreed that this is a legal requirement which is already captured in the forecast and that it would not be fair or appropriate to leave staff in this position.</p> <p><b>RESOLVED:</b> The Committee approved the required pay increases from the 1 April 2025 with the increase of the NLW, and agreed for additional increases to put the differentiation back for six members of staff. This will be in place for the April 2025 payroll.</p> <p>[confidential item]</p>	
10.	<p><b>IT update</b></p> <p>The ED Strategic Planning and Corporate Services reported that an advert had been out for a permanent Head of IT and Digital and a competitive process was run. The Group has been successful in appointing Jemma Moore to the role who has been in the role for nine months on an interim basis. Jemma has a head start in the role as she knows the Group, is aware of the challenges and has up to date industry experience. Jemma continues to work in an interim capacity while working out her notice and starts in the role in April 2025.</p> <p>A number of large projects are underway:</p> <ul style="list-style-type: none"> <li>• going out for tender for IT and infrastructure and this will come to the Committee when the costs and plans are in</li> <li>• following the written resolution to the Committee in December a number of staff and student devices have been procured to support cyber essentials</li> <li>• an upcoming tender for a new mobile phone contract</li> <li>• a greener solution is being looked at for print systems after the summer as the colleges are relying far too heavily on print</li> <li>• a project for Windows 11 deployment October 2025</li> <li>• an immersive room at Rotherham - the igloo which will be up and running after Easter for staff and students. The aim is to roll out an igloo at all campuses subject to bids and funding</li> <li>• monthly phishing exercises to raise awareness with staff</li> </ul> <p><b>ACTION:</b> One governor asked about cyber essentials and governor devices. The interim Head of IT is in contact with the Director of Governance and has followed up with Jisc and is liaising with another college for guidance and will report back once a decision is reached.</p> <ul style="list-style-type: none"> <li>• <b>CCTV procurement</b></li> </ul> <p>The Exec committee for capital met and agreed priorities for spend and CCTV was included. Because of the size of the project the Group decided to work with a procurement company, Invictus, alongside the Group's procurement team. A rigorous process took place with a scoring matrix, shortlisting and presentations. The areas of focus were on cost, number of cameras, integration to current systems and method statements. ADT are the preferred supplier. The Committee considered the report and noted the very variable costs across the tenders. The Committee asked about the maintenance costs after the first year, the longevity of cameras and the ongoing budget costs for subsequent years. The ED Strategic Services and Corporate Planning checked and confirmed there is up to 10 years warranty. The ED Finance and Estates noted that options to fund through EBITDA for future years is being explored.</p> <p><b>RESOLVED:</b> The Committee approved ADT as the supplier of the Group's CCTV system at a cost of £394,718.17 for the implementation of the project.</p>	Dir of Gov/ Head of IT and Digital
11.	<p><b>Estates Report</b></p> <p>1. <b>Dinnington</b></p> <p>The ED Finance and Estates reported that Dinnington is now being actively marketed and has generated a lot of interest. The ED Finance and Estates is going to meet a local group who are interested in the site to give assurances about the Group's corporate social</p>	

	<p>responsibility around the site and why the Group is obliged to market the site to protect the public purse. [confidential item]</p> <p>2. <b>Capital Projects Steering Group report</b> – 27 February 2025 – this meeting has been deferred.</p> <p>The ED Finance and Estates reported that the meeting has been deferred until the evaluation report is ready to present. One governor asked when the report would be completed and the final CPSG can convene. The Group was delayed in finishing the projects which meant that invoices and final costings are now in and the project manager is capturing the qualitative student and staff experience data while the finance team reconcile the invoices. The CPSG governor has requested a profile of where the money was spent. The ESFA changed both the reporting and their link person which has made the final stages more complicated than anticipated. This has impacted the cashflow by £500k and until the final reporting is done the projects can't be closed down and the funding claimed. One governor asked if there is a deadline on the submission of reports. The two big projects – post 16 capacity fund and T Level capacity fund had deadlines of August 2024, which was then extended to the end of December 2024 with a three-month window to get the funding reported. The Group could be in a position to submit by Friday and by the end of the month at the latest.</p> <p>3. <b>Further Education Estates Planning (FEEP) report.</b></p> <p>The ED Finance and Estates reported that the FEEP went to the Audit and Risk Committee. Compliance has improved significantly from 50% to 70% with actions in place for the remaining 30%.</p> <p>The link governor for health and safety noted that the FEEP currently doesn't show the data and detail to provide assurance of what has been done. A quarter of the compliance is overdue and within that quarter what is the risk. Questions included - What is the risk impact and remedial actions in the FEEP? Does the increase in compliance hit the high priority areas? Are there overdue dates for completion, for example there are some dates included for 2023. Are there action plans that sit behind items? How does the FEEP compare with the financial budget, is there funding in place to meet the actions required and is there a backlog of actions waiting on release of funding.</p> <p>The ED Finance and Estates explained that the FEEP is a rigid template. For high risk areas asbestos is 100% compliant and all records are being managed. Legionella is well managed by an external company but goes out of date every week because of the set up of the system.</p> <p>Items are rated red if they have been tested but report has not been received.</p> <p>Electrical items have moved from a HSE process and testing dates to FEEP which is more frequent so there is a change in managing compliance.</p> <p>The link governor for health and safety suggested areas to support compliance such as scheduling in the work on firestopping in voids to times when the colleges are closed to ensure the works can be completed.</p> <p><b>ACTION:</b> The link governor for health and safety to come into the colleges to visually see what is going on, to meet the team, and to attend a H&amp;S meeting.</p> <p>The ED Finance and Estates gave assurance that the Group has not increased its risks by moving to a FEEP regime. It recognises the risks and there are action plans in place to address all areas and by year end 100% compliance and a schedule will be in place.</p> <p><b>ACTION:</b> The ED Finance and Estates noted that he will incorporate financial aspects working through with the teams.</p> <p><b>ACTION:</b> The link governor for health and safety noted that she had drafted a document on Insightful boards, estates and facilities template which might be a useful prompt for a report and agreed to share.</p> <p>4. <b>Environment and Sustainability</b></p>	<p>ED Finance and Estates/K ay Mulcahy</p>
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	<p>Eddisons have been commissioned to review and give a report that will feed into a sustainability strategy and a free bid writing service at a cost of £10k. The aim is to propose realistic targets around the type of technology to be implemented in terms of cost and age of the building. <b>ACTION:</b> A report will come to the Board strategy day on the 26 March 2025.</p> <p>The position going forward on whether to employed an environment and sustainability lead or continue with specialist consultants is under review.</p>	ED Finance and Estates
12.	<p><b>1. Budget initial assumptions</b></p> <p>The Group is currently in curriculum planning. Main areas will be highlighted in the forecast and there are no changes since late last year.</p> <p><b>Current Assumptions</b> are:</p> <p><b>16-18</b> – 2025/26 income to be included per allocation, for FY2026/27 and 2027/28 a 2% increase will be included for learner numbers and 2% uplift to funding band rates.</p> <p><b>AEB</b> – 2025/26 per allocation, for FY2026/27 and 2027/28 will be kept at the same level as year FY2025/26.</p> <p><b>Apprenticeships</b> – 2025/26 per curriculum planning and 2024/25 carry over, for FY2026/27 and 2027/28 income will be kept at the same level as year FY2025/26.</p> <p><b>HE</b> – 2025/27 per curriculum plan, however as with 2024/25 a contingency may be added to reduce this income. FY2026/27 and 2027/28 will be kept at the same level as year 2025/26.</p> <p><b>Staff Costs</b> – a 2% pay increase will be included for years 2025/26, 2026/27 and 2027/28.</p> <p><b>Non-pay</b> – Costs will be included per curriculum plan and budget holder requests, with a 2% inflation for future years.</p> <p>The budget will come to the June 2025 Committee for recommendation for approval.</p> <p><b>2.Finance Report and Management Accounts</b></p> <p>The Group is compliant with Managing Public Money and the Committee noted the list of returns. There are nil returns at this stage with the Capital transformation return due next month with a deadline on spend by 2026.</p> <p><b>Value for Money</b> – processes continue to be in place to ensure good value for money is obtained.</p> <p><b>Procurement</b> exercises are coming up and there are currently 186 contracts on the register, with further work to do to consolidate them.</p> <p>One governor asked about the apprenticeship evidence procurement and timings. The ED Finance and Estates explained that this is the equivalent of the MIS system for apprenticeships which is currently with Onefile and is up for renewal. It is likely the same provider will be used to support staff training and usability of the system.</p> <p><b>Finance on a page</b></p> <p>A risk is being realised around HE and this is being managed where there is the opportunity to manage costs. Funding announcements are pending.</p> <p><b>KPIs are all positive:</b></p> <ul style="list-style-type: none"> <li>• Staff as a % income is 63.9% against a KPI of 63%</li> <li>• Overall financial health is Good</li> <li>• The two-year cash flow forecast shows a low point of £2.2m in January 2025 and a high point of £7.2m in October 2025 against a £3m KPI. This is due to a delay in capital receipts, the pay award based on growth income, an increase in staff with increased learner numbers. There is an increased additional of £3m as a buffer and in the next couple of months capital receipts will be coming in. In terms of treasury management there is enough in the bank</li> <li>• The section on bank covenants will be removed going forward now the loan sits with the DfE</li> </ul> <p>The biggest risk is around in year growth with £1.4m forecast. The ESFA published an announcement half an hour ago with two thirds of the last year's funding rule. <b>ACTION:</b> the Exec will review the details of the announcement and report to the Board.</p>	



	<p>One governor asked whether staff reorganisation will be an option in response to the funding changes and it was noted that all options will be explored.</p> <p><b>3. Curriculum Plan contributions</b> Curriculum planning is underway and it is looking positive, with some assumptions still being challenged. The target is around 45% and this time of year it is usually around 50%. ONS data will be used in terms of birth rate forecasts (currently around 5-6%).</p> <p><b>4. Benchmarking exercise</b> The ED Finance and Estates reported on the <a href="#">ESFA's financial benchmarking tool</a> for colleges which allows colleges to compare their financial performance with others in the sector. The ED Finance and Estates noted that the tool provides some useful data with the next iteration due out in June 2025 which will include details around funding and staffing. The data is variable for benchmarking with colleges having different levels of subcontracting, different ways of addressing admin, varying levels of energy contracts, and other variances. Staff costs as a percentage of income is comparable to others in the sector and the Group may need to look at non staff costs to realise savings. <b>ACTION:</b> The Committee asked if this will come back to the next meeting in June and it was noted that it will take time to analyse the next iteration and a full briefing paper will come to the Committee at the start of next year.</p>	ED Finance and Estates
13.	<p><b>1. Capability Policy and Procedure</b> The ED HR, Marketing and OD reported on the minor amendments to the policy. <b>RESOLVED:</b> The Committee recommended to approve the Capability Policy and Procedure to the Board</p> <p><b>2. Health and Safety Policy</b> <b>ACTION:</b> The ED Finance and Estates reported that the policy is being finalised and impact assessed and would be circulated to the Committee for comment. There are minor changes. It will come to the Board for consideration and approval on the 26 March 2025.</p> <p><b>3. Treasury Management Policy</b> <b>RESOLVED:</b> The Committee recommended to approve the Treasury Management Policy which has no proposed changes</p> <p><b>4. Reserves Policy</b> <b>RESOLVED:</b> The Committee recommended to approve the Reserves Policy which has no proposed changes</p> <p><b>5. Local Government Pension Scheme Discretions Policy</b> <b>RESOLVED:</b> The Committee approved the LGPS Discretions Policy which has no proposed changes</p>	ED Finance and Estates
14.	<p><b>Minutes:</b></p> <p><b>1. National Fluid Power Centre (NFPC) Board meeting</b> – 4 December 2024. The CEO and Principal reported that the NFPC is doing really well. There are challenges to accommodate more provision which are being taken forward by John Savage, the CEO and Principal and ED Finance and Estates. The next meeting takes place a week today.</p> <p><b>2. Capital Projects Steering Group</b> – the 27 February 2025 has been postponed and a new date will follow. This will be the final meeting to review the final report, including financial information and user experience.</p> <p><b>3. Rotherham Education Services Ltd (RES)</b> - 26 November 2024. The meeting signed off on the annual accounts prior to the December 2024 Board meeting.</p>	-
15.	<p><b>Governor visits feedback</b> The Chair noted that this is new standing item on the agenda to give the opportunity for Committee members to share their experiences of visits into the colleges and link governor meetings with staff. These have included a school taster session, learning walks, the English and Maths task and finish group, link governor visits for apprenticeships and adult education</p>	

	and subcontracting and the opening of the new facilities at North Notts College. Due to time constraints this will come to the Board/next Committee.	
<b>16.</b>	<b>Contracts over £250k for approval</b> <ul style="list-style-type: none"> <li>• <b>Student Transport</b> – the ED Finance and Estates noted that last year a one-year contract had been put in place for student transport. Due to the timings of procurement and tendering approval of the contract will fall between meetings. <b>RESOLVED:</b> The Committee agreed to delegate approval to the Chair and Chair of Finance and Resources Committee subject to consideration of value for money and compliance with the Group’s procurement rules. The ED Finance and Estates noted that there was an excellent procurement lead in role who would meet with the chairs to talk through the process and contract.</li> <li>• <b>Energy contracts</b> – the ED Finance and Estates noted that this had been delegated to the Chair and Chair of Finance and Resources Committee. TP Energy have been awarded the contract with a strategic objective to lower costs and set a budget that lasts for five years. Onboarding is currently underway.</li> <li>• <b>CCTV contract</b> – considered and approved under item 10</li> </ul>	
<b>17.</b>	<b>Any other items</b> The Chair noted that a co-opted financially qualified governor is being advertised through the <a href="#">Group website</a> , social media and networks. This would be to further strengthen the financial expertise on the Committee and to support in the event that the current interim Chair needs to take a sabbatical. [After note: following the appointment of the Chair of the Committee as Chair designate a new Chair of Finance and Resources Committee will be required.]	
<b>18.</b>	<b>Dates of next meetings:</b> Monday 16 June 2024	-

Meeting closed: 19.11

**Items carried:**

- Environment and Sustainability Policy (to be taken forward as part of the new management of E&S)
- Corporate Social Responsibility Policy (to be taken forward as part of the new Strategy)
- Health and Safety Policy (to be circulated by email for comments and coming to the Board on 26 March 2025 for approval)