

Aquinas College

Resources Committee

Date: 8 February 2022
Time: 4.00 pm
Venue: Virtual

Governors Present

Miss M Braithwaite, Mr C Green, Mr B Hickey, Mr P Horton and Mr D Pearson,

Miss M Braithwaite in the Chair.

In Attendance

Mr A Bailey Vice Principal

Mrs D Blackburn Assistant Principal

Mr T Conlon Clerk to the Governing Body

1. Opening Prayer

The meeting began with a prayer led by Miss Braithwaite.

2. Apologies for Absence

Apologies for absence were received and accepted from Mr J Mairs and Cllr T McGee

3. Declaration of Interests

Governors and Staff were asked to declare any interest, which they may have in any of the items on the Agenda for this meeting. No interests were declared.

4. Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 6 November 2021 were agreed as a correct record.

5. Matters Arising from the Minutes

i) Minute 10 – Draft Statutory Accounts 2020/2021

Mrs Blackburn advised Governors that the Statutory Accounts and Financial Statement Audit and Management Letter and the annual report of the audit committee were submitted to the ESFA on time.

6. Management Accounts

Mrs Blackburn introduced the Management Accounts for January 2022 that had previously been circulated. The first full re forecast of the budget had been done for the January Management Accounts and were consistent with the budget update.

If Governors had any questions on the January 2022 Accounts they were asked to contact Mrs Blackburn.

RESOLVED: That the Accounts for January 2022 be received.

7. Budget Update 2021/2022

Mrs Blackburn advised Governors that the budget had been re-forecasted at the end of January 2022. The main points to note are as follows;

- a) The staffing budgets had been re-forecasted to include the pay settlement for both teachers and support staff. The support staff budgets is showing a reduction of around £43,000 because a higher pay award had been included in the budget. There is a contingency of around £70,000 in the staffing budgets.
- b) Building maintenance is showing an increase due to the excess on the insurance claim for the power outage in September 2021. A claim is being finalised at around £71,000 but the college have to pay the first £20,000.
- c) The utilities budget remains unchanged as this is an unpredictable area. It is hoped that the outturn will be £20,000 down on the budget.
- d) As a result of the electrical outage two main switches in the server room failed. A decision was taken to replace the switches at a cost of £22,000.
- e) Old Apple Macs in the art department have been replaced with higher specifications PCs, this has led to an increase in spending of £22,000.
- f) A credit of £60,000 have been received from the examination boards due to the fact that examinations did not take place last year. The budget has been reduced by £30,000 because the cost of the examinations for this year are not yet known but there is likely to be an increase.
- g) Canteen costs - Due to a number of circumstances including the uncertainty about students returning to college, price inflation and increased staffing costs the anticipated loss has increased from £14,000 to £37,000. A review of the timetable will be undertaken to see if these losses can be reduced. In addition, there have been some price increases from January 2022 to help minimise the loss.
- h) The high needs budget income is still being finalised at the budget stage so a prudent estimate of income is included which is often exceeded. The budget has been increased by £72,000.
- i) The budget is running as expected.
- j) The re-forecast carried out increased the contingency reserve from £225,491 to £294,165.
- k) The surplus on the budget has increased from £361,000 to £474,480.

RESOLVED: That the budget position be noted.

8. Initial Income 2022/2023

Mrs Blackburn introduced the paper that had previously been circulated. The paper gave an overview of the ESFA funding for 2022/2023. The funding is based on the following factors:

- a) Student numbers based on the October 2021 census date
- b) Banding into study program hours

- c) Retention factor
- d) Program cost weighting
- e) Disadvantage funding

A spreadsheet showed how the budget was built up for 2022/2023 along with comparisons for the previous three years. The overall effect is that the college should receive an additional £1,380,797 compared with an increase of £301,6861 for 2021/2022. The budget for 2022/2023 will be based on an increase in student numbers, 2,415 up from 2,297, an increase of 118. The overall rate per student has increased from £4,516 to £4,867, including all elements of the funding to be received. The funding for level 3 Maths and English has been confirmed at £750 per subject if they are studying a 2 - year programme or £375 per subject if they are studying a 1 - year programme. It is not known what extra resources will be needed to deliver the additional 40 hours but the budget for 2022/2023 is much better than in previous years.

As a result of the increase in funding the SFCA has ceased its campaign to increase funding for sixth form colleges.

9. Review of the Committee Terms of Reference

A copy of the current Resources Committee Terms of Reference had been circulated to all members prior to the meeting. After a full discussion it was agreed that no changes would be made at this moment in time. Mr Pearson advised Governors that he would be presenting a paper to the Governing Body in March 2022 and an item would be included on the agenda for the May 2022 Training session on a range of options open to the college to cope with the additional number of students and these may include some additional build.

It was agreed that the Committee Terms of Reference would be reviewed at the next meeting taking into account the discussions at the Governing Body and the Training session in May.

10. Any Other Business

i) Insurance

Mrs Blackburn advised Governors that the college will need to renew its insurance broker from 1 August 2022. She suggested that the college use the Crescent Purchasing Consortium who have undertaken due diligence on 3 companies including the current supplier. The new contract will be for 3 years and will be over the threshold of £212,000 inclusive of VAT.

It was agreed that Mrs Blackburn pursues the matter through the Crescent Purchasing Consortium and reports back to the next meeting of the committee.

11. Date of Next Meeting

Tuesday 7 June 2022 at 4.30pm.

Signed _____
Chairperson

Date _____