

**Minutes of the F&R Resources Committee meeting held on 14th September 2020
9:00am**

Virtual meeting

MINUTES OF THE MEETING

Present Tim Arthur, Chair
Heather Du Quesnay
Mark Robertson
Martin Clapson

Apologies Lewis Beddow
Abigail Trencher

In attendance Derek Sharp

Clerk Emily Baldwin

1	Declarations of Interest	There were no declarations of interest. M Clapson declared an unsolicited email he had received from [wording removed for confidentiality reasons]. He confirmed that he had no commercial relationship with the company and had not responded to the email. On that basis Governors determined there was no conflict of interest.
2	Apologies for absence	There were apologies for absence from Abigail Trencher and Lewis Beddow.
3	Minutes of the meeting held on 16 th June 2020	The minutes of the meeting of 16 th June 2020 were agreed to be a true record of the meeting. Governors noted that the number of enrolments was now at target. D Sharp updated on recruitment to the MIS posts which were currently being re-advertised. It was noted that the Task and

		Finish Group had received an update on the appointments to English and Maths positions.
4	Huntingdon Capital bid project plan	<p>D Sharp introduced the proposed development plan for Huntingdon campus.</p> <p>D Sharp explained the changes to the proposed design layout, which had been agreed by SMT. The design changes enabled flexibility for future growth if necessary.</p> <p>It was noted that Fusion had been appointed under a Framework agreement. There would be a full tender process for the building work as required by the College's Financial Regulations with a view to building work starting in January 2021 and a planned finish date of March 2021. Work would be carried out in such a way to minimize disruption to students.</p> <p>Governors asked about the nature of the framework agreement and the proposed rates. It was noted that the rates had been set as part of the Framework agreement and were comparable with market rates.</p> <p>Governors expressed concerned about the tight timetable for building work. D Sharp explained that in the event of a delay, the College would need to approach the Combined Authority for an extension. The work was internal so was not weather dependent. The aim was for the work to be complete in time for the next academic year at the latest.</p> <p>Governors discussed the new design and asked for clarification about the motor vehicle space. It was confirmed that it would have a dedicated space, but would no longer have to share with carpentry.</p> <p>Governors welcomed the project which they felt could bring considerable benefit to provision at Huntingdon.</p> <p>The Committee approved</p> <ul style="list-style-type: none"> - the proposed development plan for Huntingdon Campus including the revised Option 2 and programme of work - the appointment of Fusion Project Management for the next phase of work, including proposed fees
5	Cashflow forecast	<p>D Sharp updated governors on the College's cashflow position.</p> <p>The cashflow had been updated to take account of recent amendments to funding which have been granted following changes to support colleges during the Covid-19 period. It also took account of the award of capital grants and reforecast position for apprenticeships and other recent changes.</p>

		<p>The resultant position shows that the College remained without use of overdraft over the course of the year. The available funds at the low point during the year had improved to £808k or 7 days in March 2021. A prudent view had been taken on apprenticeships and international due to uncertainty over those markets.</p> <p>Governors asked for an update on the staff pay review. It was noted that the current budget did not include a staff pay increase. A proposal on a possible future increase would be brought to the next F&R Committee. There was uncertainty in the market, and it appeared that other colleges had not made any pay increase commitments at this time.</p> <p>Governors asked if the grants had reduced the level of capital expenditure in the budget. D Sharp confirmed that the budget still retained the original capital expenditure of £300k. The College may have matching capital requirements with certain grants to ensure the best use of grant funds in line with College priorities.</p> <p>The Committee noted the cashflow forecast.</p>
6	Confidential – Estates issue	Confidential item minuted separately
7	Committee self-assessment	Governors agreed it had been a productive meeting, with clear papers.

There was no other business and the meeting ended at 9:15am.

Minutes approved 1st December 2020