

**MINUTES OF THE 90TH FINANCE AND RESOURCES COMMITTEE MEETING
HELD AT ASHCROFT TECHNOLOGY ACADEMY ON
WEDNESDAY 16 MAY 2018 AT 16.15**

Present: Dick Whitcutt (DW - Chair), Douglas Mitchell (DMI), Angela Entwistle (AEN), Rachel Jarvis (RJA), Keith Wilson (KWI).

Absent: Stewart Harris (SH), Tony Bothwell (TBO)

In Attendance: Richard Perry (RJP), Conor Hewitt – Minutes (COH)

Meeting Started: 16:30

1. Apologies for Absence

Apologies were passed on from Tony Bothwell and Stewart Harris and shared with the Committee.

2. Declaration of Interests

There were no declarations of interest.

3. Minutes of Last Meeting (16/05/2018)

The minutes of the previous meeting were agreed as a true and accurate record and duly signed by the Chair.

4. Matters Arising

DW announced that David Hammond has stepped down from his position of trustee. SH has agreed to replace David Hammond and has been appointed accordingly.

5. Capital Developments

RJP updated the committee on the progress made with the ventilation problems at the Academy. RJP confirmed that the project had been broken down into three component parts, in the hope that parts two and three may not be required. New roofing vents were being installed as phase one to allow for the release of hot air at the top of Zones C and D. RJP noted that the Academy has received quotes from 3 companies. The cheapest quote received was from a company we have used in the past to maintain our roofing. They provided a good service at the time and the committee agreed that using them again would be in the best interests of the Academy.

RJP also discussed the possibility of upgrading our Windows operating systems. An upgrade to these will give the Academy access to Window 365, will allow the migration of Academy data to cloud storage and will make the data held more secure. The Academy has received quotes from six companies, two of these did not meet the relevant criteria for the tender and will not be considered. The Academy's Network Manager has assessed the tenders and it is intended to appoint consultants for a second opinion. RJP will share the final quotes with colleagues between meetings.

RJP shared the news with colleagues that the truss in the Auditorium has failed its recent health and safety test. It is unable to hold the current load safely. RJP has looked into a number of options to fix this problem; however, the truss will need to be taken down and replaced. RJP shared estimates (provisional at the moment) with colleagues. Precise estimates will be shared with colleagues before next meeting.

RJP explained that further IT work will be undertaken in the near future. This will include replacing the performing arts iMac suites.

7. Revenue Funding (2017/18 and onwards)

RJP –reported that our revenue funding expenditure is very similar to last year based upon March comparisons; however, we are in a slightly more difficult position because, while our income remains unchanged (broadly speaking) our operating costs are increasing. RJP noted that the anticipated changes to funding for next year appear to be less hard hitting than expected. Funding per student has continued to increase; however, funding sources, such as the Extra Support Grant, have now been fully removed. MFG has decreased but not at the rate we had expected. The Academy will still be in deficit and drawing on reserves to balance the year and this will be a continuing picture for the foreseeable future.

8. Trading Company including Annual Report & Financial Statements 2017

Nothing to report

9. Policies –

- **Harassment & Workplace Bullying Policy – approval required**

RJP asked the Committee for their thoughts on this policy. RJA suggested mentioning gender in point one and also including social media in the verbal section. RJP explained that we have a separate policy which relates to behaviour on social media and thanked RJA for her contributions. The committee approved the policy.

10. Administrative & Staffing Matters

There were no administrative or staffing matters to report

11. Any Other Business

No other issues were raised.

Meeting ended 17:20

Signed: _____

Richard Whitcutt

Chair of Finance & Resources Committee

Date: 4 / July / 2018