AQUINAS COLLEGE
RESOURCES COMMITTEE

Date: 4 November 2025
Time: 4.30 pm
Venue: College

GOVERNORS PRESENT

Ms J Dommett. Ms H Donelon, Mr B Hickey, Mrs C Houghton, Mr T P McGee and Mrs T Ryan.

Mr T P McGee in the Chair.

IN ATTENDANCE

Mr A Bailey	Vice Principal
Mrs D Blackburn	Senior Assistant Principal (Finance)
Mr T Conlon	Clerk to the Governing Body

1. INTRODUCTIONS

The Chairperson welcomed Ms Dommett, Mrs C Houghton and Mrs T Ryan to their first meeting of the Resources Committee. For the benefit of Mrs C Houghton and Mrs T Ryan everyone introduced themselves.

2. OPENING PRAYER

The meeting began with a prayer led by Mr McGee.

3. COMMITTEE MEMBERSHIP

The Chairperson advised Governors that Mr J O'Sullivan has been appointed as a Foundation Governor and would be a member of the Resources Committee. Unfortunately due to a prior commitment he is unable to attend this meeting.

4. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mr L Byrne, Mr J O'Sullivan and Ms J Paton.

5. 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.

6. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 25 June 2025 copies of which had been circulated previously, were agreed as a correct record.

7. MATTERS ARISING FROM THE MINUTES

a) Minute 10 - Teachers Pay Award

Mr McGee advised Governors that the teacher associations have been offered a 4.0% increase from September 2025. The NASUWT have indicated that they will accept the

offer. The NEU have balloted members on the offer and that ballot closes on 7 November 2025. If the NEU accept the offer the college will pay the award backdated to September 2025, provided it receives confirmation that the pay award has been accepted no later than 11 November 2025.

8. HEALTH AND SAFETY ANNUAL REPORT 2024/2025

Mrs Blackburn introduced a paper that had been prepared by Neil Lowe, Assistant Facilities and Compliance Manager, which had been circulated to all members prior to the meeting. The report covered the academic year 2024/2025 and the main points were as follows:

a) There have been no significant regulatory changes affecting the college.

b) In 2024/2025, 214 actions were raised as a result of active monitoring. 196 had been completed and 18 were in progress and within their agreed target date at the end of the academic year.

c) Accidents reported for the period 1 September 2024 to 31 August 2025 were summarised by cause. The number of accidents was 10 compared to 9 in the previous year. One incident had been reported under RIDDOR and 12.5 days had been lost due to accidents, compared to no days in the previous year.

d) Work related ill health – 1 member of staff had been absent due to work related ill health resulting in 1 day's absence including weekends and bank holidays. The absence was attributed to work related stress. In the previous year 2 members of staff had been absent from work with work related ill health with a loss of 4 days.

e) Benchmarking data had been provided that showed that the college was performing well in comparison to other colleges and that the college is a safe place to work and study.

Within the review of departments carried out to advise the college of any remedial action needed, findings are classed as follows:

Low – There is scope for enhancing control or improving efficiency and quality

Medium – Internal control risk management issue that could lead to: hospital treatment or financial loss which could affect the effective function of a department or loss of controls or process being audited or possible reputational damage or negative publicity in local or regional media.

High – A serious internal control or risk management issues that may lead to: major injury or substantial losses or violation of corporate strategies, policies or values, reputational damage or negative publicity in national or international media or adverse regulatory impact such as loss of operating licences or material fines.

Extreme – Permanent disability/fatality, serious internal control or risk management issue that may lead to catastrophic loss.

The college risks included on departmental action plans are mainly low with a few classed as high or medium. Five departments, Art and Design, Facilities, Kitchen, Biological Science and Physical and Earth Science were classed as high risk departments. Whilst IT, Physical Education, Performing Arts and Pathways were classed as medium risk departments. All risk assessments for the 2024/2025 academic year had been completed in a timely fashion. All risk assessment are due to be completed by the end of the Autumn term for 2025/2026.

It was noted that staff are encouraged to report accidents.

Mr McGee advised Governors that Mr O'Sullivan had indicated that he would be happy to take on the role as Health and Safety Governor.

RESOLVED: i) That the Health and Safety Report for 2024/2025 be received, ii) That the Governors record their appreciation to all staff for their work in this regard and iii) That the Governing Body be recommended to appoint Mr O'Sullivan Health and Safety Governor.

9. MANAGEMENT ACCOUNTS

The Management Accounts for September were included on the agenda but Mrs Blackburn circulated and introduced the Management Accounts for October 2025 which had just been completed. Mrs Blackburn added that the accounts covered 3 months and drew Governors attention to the Executive summary. The results show a trading surplus of £400,000 year to date and the monthly result for October shows a surplus of £147,000.

The key points to note are as follows:

i) The National Insurance grant of £202,000 has been received to cover the period April 2025 to March 2026 to help offset the increase.

ii) Whilst the teacher's pay award has not yet been agreed an offer of 4% has been made.

iii) The support staff unions have accepted a 4% pay increase and this was paid in October 2025 backdated to September 2025.

iv) A decision is still awaited from GMCA on additional funding for courses that are already being delivered by the college.

v) £6.5m deposit has matured and generated £64,000 in interest. The £6.5m has been reinvested for 6 months at a rate of 3.78% to generate £123,000 interest and a further £1.53m has been invested for 3 months at 3.78% to generate £14,000 interest.

vi) The financial health of the college remains Good at 200.

If members had any questions on the October Accounts they were asked to contact Mrs Blackburn.

RESOLVED: That the Accounts for October 2025 be received.

10. BUDGET 2025/2026

Mrs Blackburn introduced a paper in relation to the budget for 2025/2026 that had been circulated to Governors prior to the meeting. The main changes to note since the budget was approved in June 2025 were:

i) The budget will be re-forecasted in January 2026. ii) Pay Awards – the budget will be recalculated once the teachers pay award has been agreed. iii) Employer's National Insurance Grant- The grant was to cover April 2025 to March 2026 but it was agreed with the external auditors that the full grant would be included in the 2025/2026 budget. It had been confirmed that the grant will continue from April 2026 to March 2027. iv) Expenditure on IT will be increased to cover a) Wireless infrastructure and b) to review solutions for backing up data held in college in line with cyber security considerations.

v) Facilities Costs – Governors noted that a new experienced Facilities Manager had been appointed. Now that work has been completed on the Oscar Romero building a review of the main college building will be undertaken to improve student experience include a) Toilet refurbishment in the main building, b) Canteen facilities, c) replace broken furniture d) Cleaning contract, e) Grounds maintenance contract and f) Sustainability/recycling/waste management. The refurbishment of the sports hall is on hold whilst a more detailed review is undertaken with the possibility of exploring grants from outside bodies.

Mr Hickey suggested that Governors need to be aware of any implications that may occur as a result of academisation. Ms Dommett replied that there has been little movement on the academisation front.

11. DRAFT STATUTORY ACCOUNTS 2024/2025

Mrs Blackburn introduced the draft Statutory Accounts for 2024/2025 that had been circulated previously to Governors. It was noted that the Audit Committee had also considered the draft Statutory Accounts at its meeting on 3 November 2025 in respect of Governance. Mrs Blackburn also outlined to Governors the Statement of comprehensive income and expenditure that showed a surplus of £983,000.

A discussion took place on the movements from the management accounts to the statutory accounts which showed the changes to reflect the valuation of the Greater Manchester Local Government Pension Fund. The valuation is actuarially reviewed every year, and has been in surplus for some years although the asset will never be realised and the college had to request a ceiling asset report. Pension disclosure in the Statutory Accounts are normally a liability, not an asset and as such the movement in the asset in the year of £2,215,000 had to be written off. There was an actuarial gain in the year of £2,033,000, and negative charges to interest and salaries of £182,000 which all netted out so that the final profit remains at £983,000.

Mr Hickey asked if the entries for Student Bursary were basically in and out entries. Mrs Blackburn replied that they were.

All Governors were asked to check the draft Statutory Accounts for any mistakes, typing errors or any further clarifications and to advise Mrs Blackburn accordingly.

The accounts remain draft until they are approved by the Governing Body and signed by the Chairperson, Principal and the auditors.

RESOLVED: That the draft Statutory Accounts for 2024/2025, subject to any governor amendments be recommended to the Governing Body for approval.

12. FUTURE FUNDING METHODOLOGY

Mrs Blackburn advised Governors that she was not aware of any proposed changes to the funding methodology but there was some uncertainty about whether some grants would continue.

13. ANY OTHER BUSINESS

Mr McGee advised Governors that on behalf of the Governing Body he had also attended the

Audit Committee meeting on 3 November 2025 to receive the report from the External Auditors on the Audit Completion Report for 2024/2025, and the college received a very good and clean bill of health from the audit perspective.

14. DATE OF NEXT MEETING

10 February 2026 at 4.30pm.

Signed _____ Date _____

Chairperson