



## FINANCE, EMPLOYMENT AND GENERAL PURPOSES COMMITTEE CONFIRMED MINUTES

**Date:** 10 February 2022  
**Venue:** Held virtually via Zoom

Clerk to the Corporation  
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**Present:** Stephan Hollingshead, Chair of FEGP Committee (*Chair*)  
Peter Brooks, Governor  
Novaya Bedward-Makanjuola, Student Governor  
Angela Foulkes, Chief Executive and Principal, and Governor  
John Mothersole, Chair of the Governing Body  
Paul Senior, Governor

**In attendance:** Andrew Hartley, Executive Director of Commercial and Operations (EDCO)  
Martin Harrison, Executive Director of Finance (EDF)  
Mathew Godber, Head of Executive Services (HES) (Clerk's nominee as committee secretary for the meeting)

**Action**  
**by**      **by**  
**whom**   **when**

### 22/1/1 Welcome, introduction and apologies

- 1.1 The Chair welcomed members to the meeting.
- 1.2 The committee received apologies from Holly Anderson, Alison Shillito (Governance Advisor and Clerk to the Governing Body), and Ian Falconer (Governor and Link Governor for Estates). The committee noted that the Clerk had nominated Mathew Godber to be the committee secretary in her absence and prepare the minutes.

### 2 Declaration of interest

The committee noted the following declaration of interest:

- John Mothersole, Chair of the Governing Body, in relation to a disclosure on the register of interests about a member of immediate family being employed by Turner and Townsend, the consultancy firm engaged by the college to support the development of the two strategy documents presented to this meeting for approval. It was noted that the connected person was not part of the team that prepared the document and the committee agreed that no action was required in relation to this disclosure.

### 3 Sustainability

3.1 Andrew Hartley, Executive Director of Commercial and Operations (EDCO) presented the following two strategy documents to the committee:

- Estates Strategy (2021-2025)
- Environmental Sustainability Strategy (2021-2025)

Both strategy documents had been shared with members in advance of the meeting and earlier versions had been considered by the Governing Body at its meeting on 8 December 2021.

3.2 The EDCO made the following introductory remarks:

- Following feedback from the Governing Body, the decision was taken to separate the Environmental Sustainability Strategy from the Estates Strategy as the Environmental Sustainability Strategy is wider than just estates.
- The two strategy documents had been considered by the Executive Leadership Team (ELT), who recommended them for approval by the committee.
- The Link Governor for Estates also reviewed the revised strategies, and a detailed paper with his comments on each document had been shared with the committee in advance of the meeting.
- Once approved, the college would produce an abridged version of the strategy documents, in the corporate style, to communicate with stakeholders about the strategies and for publication.

#### Estates Strategy (2021-2025)

3.3 The committee considered the draft strategy, and the main points of discussion were as follows.

- **Strategy document**, members welcomed the detailed planning that had gone into the document, commenting that it was comprehensive while maintaining a clear focus. An abridged version with a shorter executive summary would be extremely useful in communicating the strategy.
- **Space requirements** the college would need more space in future but did not need to 'build quick'. The strategy rightly focused on the quality and suitability of the future estate to meet the college's needs.
- **Flexibility** was a key theme, and members were reassured that this had been built into the strategy to enable the college to take new opportunities.
- **Utilisation**, a member commented that college campuses had various levels of occupancy and asked how the strategy would help address this. The Chief Executive and Principal (CEP) said that Peaks Campus had capacity for more students and the college was exploring opportunities with local authority for new work. Any significant developments arising from these discussions would need to be consistent with the College 2021-25 Strategy and would be brought to FEGP or the Governing Body for approval, depending on value.

- **Community locations**, it was noted that the strategy included a plan for existing community-based provision but was silent on whether the college should aspire to have a physical presence in more communities. The EDCO commented that the strategic aim was to provide facilities that give the best possible student experience in locations that are easy to access from across the city.
- 3.4 The committee approved the Estates Strategy 2021-2025, on behalf of the Governing Body, subject to minor changes to reflect the comments detailed above.

#### Environmental Sustainability Strategy (2021-2025)

- 3.5 The EDCO presented the updated strategy and commented that since the last discussion of the document, the University of Sheffield had offered to provide some mentoring support on sustainability and the college had been invited to join the membership of the Sheffield Anchor Sustainability Group.
- 3.6 Members considered the draft strategy, and the main points of discussion were as follows.
- **Strategy document** this was a good start to what would be an important strategy for the college. As a principle, the college should aspire to model best practice for environmental sustainability.
  - **Timescale**, the target to be carbon neutral by 2030 might seem quite distant and not convey the urgency needed. The EDCO said that the college planned to embed a sustainable approach through culture, behaviour, and specific initiatives. The cultural change programme would need to build momentum to permeate through college learning and all operations. To support rapid implementation, the EDCO was scoping the cost and duties of a specific role to lead sustainability activity across the college.
  - **Off-set**, it was noted that some organisations were using carbon off-set schemes to achieve targets faster. It was agreed that the college should seek genuinely to reduce its carbon use in practice and minimize any use of carbon offsetting as part of the overall strategy.
- 3.7 The committee approved the Environmental Sustainability Strategy 2021-2025, on behalf of the Governing Body.

#### 4 **T-Level Capital Bids update**

- 4.1 The EDCO updated members on the college's response to the T Level capital funding bidding round, which had opened since the last meeting. The college was developing bids for capital funding to support T Level delivery from September 2023. The three areas being considered were in construction, healthcare, and education and childcare. The deadline for the bids was tight (11 March) and professional advisers (Turner and Townsend) were supporting the college to produce high quality and timely applications. Amongst other requirements, the bid had to include a summary of the approved Estates Strategy and evidence of governing body approval of the project applications.

4.2 The committee welcomed the update on proposed T-Level capital projects. The committee supported the focus and aims of the applications, agreed that these were consistent with the approved Estates Strategy and would support the college to achieve the College Strategy. The committee agreed that the three bids should be finalized for submission to the ESFA (Education Skills Funding Agency) by the deadline. In line with the scheme of delegation, the committee agreed to delegate authority to the Chief Executive and Principal to sign-off and submit the final T Level capital project applications on behalf of the college.

## **5 Review of meeting**

5.1 The notes provided by the Link Governor for Estates had been extremely useful as were the EDCO's written responses to the questions raised. Members requested that their thanks be conveyed to the Link Governor Estates for his input.

5.2 Members agreed it was good to see the level of consideration being given to long term planning for estates and sustainability and they did appreciate the attention to detail, and the level of knowledge shown.

## **6 Date and time of next meeting**

16 March 2022 at 0830-1030 in the Boardroom, City campus.