



**Finance & Infrastructure Committee Meeting
Monday 3 February 2025 at 17:00 – 19:30
via Teams**

Director's present		
Gill Askew	Nexus MAT Director	GA
Tina Havenhand	Nexus MAT Director	TH
Sue Shelley	Nexus MAT Director	SS
Also present		
Warren Carratt	Nexus MAT CEO	CEO
Joel Hardwick	Nexus MAT Assistant CEO – Corporate Affairs	JH
Rebecca Horne	Nexus MAT Governance Clerk	RH
Karen Smith	Nexus MAT CFO	CFO
Apologies		
James Kelly	Advisor to the Committee	JK
Ray Palmer	Nexus MAT Director	RPa
Apologies not received		
Mark Greenwood	Nexus MAT Director	MG

1. APOLOGIES FOR ABSENCE	
<p>1.1. To accept apologies for absence.</p> <p>Apologies were received from JK and RPa.</p> <p>Apologies were not received from MG.</p>	
2. ITEMS OF URGENT BUSINESS	
<p>2.1. Chair to determine any items of urgent business to be considered.</p> <p>None to discuss.</p>	
3. DECLARATION OF INTERESTS	
<p>3.1. Individual Directors to declare any personal, business or other governance interests on any item on the agenda.</p> <p>None to discuss.</p>	
4. APPROVAL OF COMMITTEE MEETING MINUTES	
<p>4.1. To approve the minutes of the following meeting: Finance & Infrastructure held on 7 October 2024</p> <p>The minutes for the Finance & Infrastructure Committee Meeting which was held on 7 October 2024 were agreed as a true and proper record.</p>	
4.2. REVIEW OF ACTION TRACKER	
<p>The outstanding items on the Action Tracker were reviewed and updated.</p>	
4.3. MATTERS ARISING FROM THE MINUTES	
<p>None raised.</p>	
5. ITEMS TO BE CONSIDERED	
<p>5.1 Trust Budget Monitoring Report</p> <p>CFO presented the budget monitoring report up until the end of December 2024, highlighting a slight deterioration in the Trust level in-year position but still forecasting a surplus. Key figures were discussed including a year-end reserve of 8.9 million and a cash balance of 9.1 million.</p> <p>Specific schools were discussed with deficit positions and the reasons behind them.</p> <p>TH - If accounts were being prepared along with a governance statement, an action plan for returning to surplus and a supporting narrative would be required. Would it be beneficial to include something similar in the budget monitoring report commentary?</p>	

Directors discussed financial concerns affecting specific schools and the actions being taken to address them. It was agreed that a narrative would be included in the monitoring report commentary to ensure ongoing dialogue regarding the return to surplus. This narrative will be placed on the front page of the spreadsheet, positioned below key risks, assumptions, and mitigations, followed by details of schools facing financial concerns.

ACTION – CFO to provide narrative on the monitoring report commentary to ensure ongoing dialogue regarding the return to surplus.

CFO
07/07/25

CFO explained in the next forecast updates will show to the estimated capital works on Enterprise Works.

5.1a P4 Balance Sheet Report

This was circulated for information.

5.1b P4 Cashflow Report

This was circulated for information.

5.2 Aged Debtors and Creditors Report

CFO presented the report to Directors, noting that actions were being taken to clear old invoices and that there were no significant risks.

TH thanked CFO for the report.

GA – On the aged creditors report, there is a negative balance, and the narrative in column P states that a refund has been requested from DMBC. I wanted to clarify have we overpaid Doncaster Council? If so, what was the payment for—goods or services?

CFO will respond back via Governor Hub as to what the reason was for overpayment.

ACTION – CFO to respond on Governor Hub the reason for overpayment to Doncaster Council.

CFO
07/07/25

5.3 Pupil Numbers Update (High Needs Place Change/October Pupil Census)

CFO provided an update on pupil numbers, highlighting the agreed high needs place numbers for September 2025 onwards and compared them to current and forecasted numbers. It was noted that some schools already have higher pupil numbers than the agreed place numbers.

5.4 Infrastructure Strategy Update

JH provided an update on the Infrastructure Strategy, outlining challenges and potential solutions for Meersbrook Hall. The building is considered a potentially more suitable replacement for the Kenwood KS3 provision, which is currently based at Moncrieffe and Clifford. The initial plan was to fund a full refurbishment through a combination of the projected capital receipt from the sale of these two buildings and a capital contribution from the council, with a realistic budget of approximately £2.5 million. However, a council-funded feasibility study estimated costs at around £7 million for a high-specification refurbishment. While this figure is significantly higher than anticipated, opportunities for

cost savings have been identified that would still provide essential upgrades and deliver substantial improvements to the building.

SS – Has there been an issue with how we procured the feasibility study and determined the specification? JH – No, the feasibility study is complex due to multiple factors, the heritage aspect, the community's desire to have their element included to secure support and the educational needs. Balancing all three makes it challenging to develop a straightforward feasibility study.

Directors explored the possibility of other buildings within Sheffield that may be suitable for use.

JH reported that the E-Sports curriculum at Enterprise Works is still in development, in partnership with Barnsley College, and now includes a specification for the rooms. Additionally, there is a potential partnership, which may provide Formula One-style rigs, which would be an exciting addition.

JH provided an update on Banner Cross Hall, confirming that the final licence to occupy documents have been secured, in line with the previous Trust Board agreement.

JH reported that consultation discussions regarding individual pupil placements are progressing well. Discussions with the Council have already begun, and they have started submitting Education, Health, and Care Plans (EHCPs) for pupils who may be suitable for placement in September.

JH reported that the number of subject access requests remains consistently high, with no decline observed. No specific trends have been identified.

GA suggested celebrating the successes of commercial partners who support the Trust with social value projects and making the Trust available as a repository for businesses looking to create social impact. It was agreed that this idea would be explored further with PLMR and Lana Stoyles, Head of Business Transformation, particularly in relation to procurement work. **ACTION – JH will discuss further with PLMR & Lana Stoyles.**

JH
07/07/25

5.5 Transformation Board Minutes/Action Points

These were circulated for information.

GA appreciated the inclusion of intellectual property rights in the discussions and considered the use of AI transcription services for internal meetings and asked: As a Trust, do we routinely use AI tools such as Teams Premium transcription services and Co-pilot for our internal meetings to capture actions and transcribe notes?

JH provided an update, noting that a few schools have started using AI transcription services for certain internal meetings, taking into account GDPR and ensuring compliance. While there are several systems available on the market, the Trust has acknowledged that this may need to be considered as it grows and clerking demands increase. However, at present, there is no immediate need for such a system.

5.5 Transformation Board Minutes/Action Points

<p>These were circulated for information.</p> <p>GA appreciated the inclusion of intellectual property rights in the discussions and suggested exploring the use of AI transcription services for internal meetings</p> <p>JH provided a further update While there are several systems available on the market, the Trust has acknowledged that this may need to be considered as it grows and clerking demands increase. However, at present, there is no immediate need for such a system.</p> <p>5.6 Statutory Returns Checklist</p> <p>CFO explained that this was shared for information, with the only update being that the annual accounts return has been submitted. It was filed the day before the deadline and will now be reviewed by the external auditors.</p> <p>CFO stated that the school resource management self-assessment checklist would be taken to the Board in March.</p> <p>5.7 Record of Accounting Officer Expenditure Decisions for the Preceding 4 Months</p> <p>CFO explained this was shared for information and explained anything over the £7k mark were included.</p> <p>5.8 Summary of Write-Offs</p> <p>CFO reported that the write-offs primarily involve small amounts for one school, related to historical staff and pupil meal payment issues. These problems have now been resolved, and the school is managing payments correctly.</p> <p>5.9 Update on VAT Registration</p> <p>CFO provided an update on the VAT registration process, outlining the steps being taken to register with HMRC and the implications for the Trust. The challenges involved were discussed, along with the support being sought from Danes to ensure a smooth transition.</p>	
<p>6. ANY OTHER URGENT BUSINESS</p>	
<p>6.1. To consider any other urgent business agreed by the Chair</p> <p>None raised.</p>	
<p>7. CONFIDENTIALITY & RISK</p>	
<p>7.1. To consider the confidentiality of any items discussed during the meeting.</p> <p>None raised.</p> <p>7.2. To consider any areas of risk discussed during the meeting</p> <p>None raised.</p>	

8. DATES OF NEXT MEETINGS	

Monday 7 July 2025	17:00 – 19:30	MS Teams	Finance & Infrastructure
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Minutes approved

CHAIR	SIGNATURE	DATE