

SPECIAL CORPORATION

Minutes of a special meeting held from 11.00-12.00 on 9 December 2022 by Microsoft Teams videoconference

Present:	Mr G Hetherington	Independent Governor (Chair)
	Dr A Conn	Independent Governor
	Mrs C George	Independent Governor
	Mr A Greaves	Staff Governor
	Mr D Harding	Independent Governor
	Ms F Hussain-Butt	Independent Governor
	Mr C Robinson	Independent Governor
	Mr P Singh	Executive Governor
	Mr M Varyani	Independent Governor
	Mrs J Walters	Independent Governor

Attendance: 10/17 = 59%

KPI 80% Quorum: 7 (40%)

In Attendance: Mr M Bennington
Mr P Doherty
Ms J Green
Mr P Sugden

Vice Principal Corporate Operations
Vice Principal Finance & Resources
Clerk to the Corporation
Director of Estates and Facilities

**Action/
Synopsis Item**

PRELIMINARY ITEMS		
0	WELCOME AND INTRODUCTIONS	
i	The Chair declared the meeting open and welcomed everyone, in particular the new Director of Estates and Facilities Mr P Sugden.	
1	NOTICE AND QUORUM	
i	The Clerk confirmed that due notice of the special meeting had been given, that the requirement for all persons participating to be able to communicate with one another was satisfied and that the meeting was quorate.	
2	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST	
i	Apologies from Independent Governors Dr W Bailey, Ms M Carabine, Mr F Parvez, Mr C Robinson, Mr I Wainwright, Dr A Williams and Staff Governor Ms C Catmull were noted.	
ii	The Chair invited disclosures of interests. All confirmed that, except as previously disclosed, they had no direct or indirect interest in any way in the business to be transacted which should be disclosed.	
COLLEGE UTILITIES - PROPOSAL		
3	ELECTRICITY SUPPLY: PROPOSAL FOR APPROVAL	
i	Vice Principal Mr P Doherty ("PD") set out management's proposal, which was to enter into a new 'Flexible Purchase' contract with npower for the supply of electricity from April 2023. He said the College's current contract would terminate in March 2023 and, in accordance with the Corporation's Financial Regulations, authorisation for a new contract required Corporation approval.	

Item	Action/ Synopsis Item
ii	<p>Governors discussed the management proposal, noting as follows:</p> <ul style="list-style-type: none"> ➤ The npower arrangement was effectively a flexible/fixed term hybrid, consisting of four fixed term contracts with rates determined each year; ➤ The College would be part of a trading basket, whereby customers were contracted together to increase buying power and provide economies of scale; ➤ Volumes of electricity would be bought at optimum trading times when prices were deemed lower; ➤ The benefits of the approach were summarised in the management paper; ➤ Four years was the minimum term available; ➤ The penalty would be for breaking early would be the difference between the contract price and the market price; ➤ The proposed contract assumed current usage but allowed for a 10% variation upwards or downwards. The installation of solar panels was expected to reduce consumption by approximately 10% so this was accounted for. ➤ npower had been extremely transparent and provided a good standard service throughout the procurement process; ➤ npower had not yet confirmed what would happen if the College's usage fell below 90% of current; it was expected that it would be a marginal cost effect but unfortunately this was one of the details that would not be confirmed pre-contract.
iii	<p><u>RESOLVED:</u></p> <p>(i) To accept the management proposal as set out in the Vice Principal Finance & Resources 9 December advice paper and to approve a new Flexible Purchase contract with Npower via the YPO framework, to be effective from April 2023.</p>
iv	<p>There being no other business, the Chair thanked all Governors for attending at short notice and giving up their valuable time. He declared the meeting closed at 11.45.</p>

Synopsis Item 1

Synopsis		
#	Details	Minute
1.	The Corporation approved a new Flexible Purchase contract with Npower for electricity Yorkshire via the YPO framework, to be effective from April 2023.	3iii