

Minutes of the meeting of the Board of Governors held on 19 March 2024 at 4pm at
Barnsley College

Present: Simon Perryman (Governor and Chair of Board)
David Akeroyd (Principal and CEO)
Chelle Charlesworth (Staff Governor)
Kay Dickinson (Vice Chair)
Mark Fogarty (Governor) (by Teams)
George Graham (Governor)
Donovan Hutchinson (Governor) (by Teams)
Helen Jaggar (Vice Chair)
Tracey Johnson (Governor)
Marie Lang (Governor)
Kalam Neale (Governor) (by Teams)
Matt Mills (Governor) (by Teams)
Aquaria May Parkinson (Student Governor) (by Teams)
Nina Smart (Student Governor)
Carrie Sudbury (Governor) (by Teams)
Helen Weatherston (Staff Governor) (by Teams)

In attendance: Gavin Batty (Deputy CEO)
Shaun Cook (Vice Principal Curriculum)
Heather Jackson (Director of Governance)
Tony Johnson (Vice Principal Corporate Services)
Laila Lawton (Vice Principal Finance)
Sue Slassor (Vice Principal Quality)

Part I

Minute	
PROCEDURAL MATTERS	
B24/020	Agenda Item No. 1: Quoracy The meeting was quorate.
B24/021	Agenda Item No. 2: Apologies for absence Apologies were received from Gavin Day, Carol Cooper-Smith and Jess Leech

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B24/022	<p>Agenda Item No. 3: Declarations of interest</p> <p>Helen Jaggar declared her interest as a Director of ITS and Smartstyle. Kay Dickinson declared her interest as a Director of ITS, Smartstyle, BCDC and Think. David Akeroyd declared his interest as a Director of ITS, Smartstyle, BCDC, ITrust and Think. Gavin Batty declared his interest as Director of Think. Heather Jackson declared her interest as Company Secretary of ITS, Smartstyle, BCDC, iTrust and Think. Tracey Johnson declared her interests as an employee of Barnsley Metropolitan District Council and noted that ITS was a tenant of the Digital Media Centre which she managed. Donavan Hutchinson declared an interest in Agenda Item 11 through his work with Trustmarque. George Graham declared an interest in Agenda Item 14 through his role at SYPA.</p>
B24/023	<p>Agenda Item No. 4: Minutes of the meeting held on 23 January 2024</p> <p>It was RESOLVED to approve the minutes of the meeting held on 23 January 2024.</p>
B24/024	<p>Agenda Item No. 5: Matters arising from the last meeting.</p> <p>There were no matters arising.</p>
B24/025	<p>Agenda Item No. 6: Rolling Action List</p> <p>The Clerk noted that the CSTEM update would be covered in the agenda, Risk was due to be the topic for the Creative session in June and the Carbon Literacy training was probably going to be run in July before the Board meeting.</p> <p>It was RESOLVED to note the Rolling Action List.</p>
B24/026	<p>Agenda Item No. 7: Assurance Based Governance</p> <p>Governors noted the update to the Assurance Based Governance monitoring table and noted the assurance that it provided in relation to the instruments and articles of Government and performance against the Code of Good Governance.</p>
B24/027	<p>Agenda Item No. 8: Any other business</p>

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	<p>Liam Garside presented the Board with an update on the Health and Wellbeing Team who had recently won the AoC Beacon College Award for Student Mental Health and Wellbeing. The presentation covered the wide range of support that the team give to students at Barnsley College and the measurable differences they make. Governors thanked Liam for the presentation and passed their thanks on to the whole team.</p>
B24/028	<p>Agenda Item No. 9: Principal's report</p> <p>The Principal presented his report.</p> <p>Governors noted the Memorandum of Understanding signed with UNISON and the agreement to end industrial action.</p> <p>Governors also noted that the College had won two AoC Beacon awards. The Chair and Clerk noted that they had both been asked to present on the Governance award to national audiences in the coming months.</p> <p>Governors also discussed the work being undertaken to ensure that students are registered to vote.</p> <p>It was RESOLVED to note the Principal's report.</p>
B24/029	<p>Agenda Item No. 10: Management Accounts</p> <p>The Vice Principal Finance presented the Management Accounts.</p> <p>Governors noted that the first full College reforecast had been concluded in December. It was noted that the College had confidence that the overall income and EBITDA targets would be met. It was also noted that the forecast met the bank covenants and the College was confident it would meet its overall budget.</p> <p>Governors discussed Apprenticeship income and setting targets that remained aspirational but were more realistic. It was also noted the recent announcements around Apprenticeship funding were unlikely to result in any more money.</p> <p>Governors discussed Wigfield Farm performance and it was noted that plans, income and recruitment were set by the Team via the Business Planning process. Governors noted that the college was reviewing options around additional land based provision noting the challenges surrounding the provision.</p>

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	<p>Governors also discussed replacement pipework and whether it was capital or revenue spend and whether the College was maximising interest in its cash reserves.</p> <p>It was RESOLVED to note the Management Accounts.</p> <p>Mark Fogarty joined the meeting at 16:36.</p>
B24/030	<p>Agenda Item No. 11: Financial Approvals</p> <p>The Vice Principal Finance presented the Financial Approvals report.</p> <p>Governors noted that JISC had worked on behalf of the sector to negotiate the costs of the Microsoft licenses and it was agreed to check if any further enhancements had been negotiated as part of the agreement.</p> <p>The paper requested Board approval of items over £100k expected to be required since the last meeting in January 2024. It also a provided an update on financial transactions over £100k for December 2023 and January 2024.</p> <p>It was RESOLVED to approve:</p> <ul style="list-style-type: none"> • The renewal of the Microsoft agreement at a total cost of £750k for a three year period. • Energy contract for one year at an estimated cost of £1.2m for both gas and electricity. • STEM roof replacement at a total cost of £120k. • Update to the Modern Methods of Construction costs of £250k approved in December 2023 to £308k. • Betterweld, AQA, Gateway Managed Services, MWS Technology, Education Staffbank and Highfield departures from standard procurement processes. • The transactions contained in the report and appendix including departures from standard procurement.
B24/031	<p>Agenda Item No. 12: Appointment of Internal Auditors</p> <p>The Vice Principal Finance presented a report relating to the appointment of Internal Auditors.</p> <p>Governors noted the robust processes undertaken and approved the recommendation that RSM be appointed as internal auditors for a period of three years with the option of an additional year taking the appointment</p>

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	<p>period to ten years. Governors noted that good practice would be to change provider after this appointment.</p> <p>It was RESOLVED to approve the internal auditor appointment to a period of up to four years.</p>
B24/032	<p>Agenda Item No. 13: IoT Updates</p> <p>The Vice Principal Finance presented an update on the IoT project.</p> <p>Governors noted that four contractors had attended the bidder's day on 15 February and four tender submissions had been received by the due date on 19 March 2024. An initial high level review indicated that all were within the budget envelope and broadly met the required completion requirements. It was also noted that the Salix bid had been successful.</p> <p>It was noted following a tender evaluation, an exceptional contractor approval meeting would be held on 26 March 2024. The meeting would not be quorate therefore Board approval was sought to delegate the contractor decision to David Akeroyd and Carol Cooper-Smith. The contract was planned to be executed on 10 April.</p> <p>It was RESOLVED to approve the delegation of authority to David Akeroyd and Carol Cooper-Smith for approval of a main contractor subject to the procurement process and the funding being agreed by the DfE.</p> <p>It was RESOLVED to approve the Salix Bid.</p> <p>It was RESOLVED to note the IoT update.</p> <p>Governors also noted their thanks for all the work that Carol Cooper-Smith had undertaken in supporting the project.</p>
B24/033	<p>Agenda Item No. 14: DfE Loan Approval</p> <p>George Graham left the meeting for this item.</p> <p>The Vice Principal Finance presented a report on the DfE capital loan to fund the IoT.</p> <p>The Board discussed and noted the risks and a request for shorter drawn down periods. The Vice Principal Finance agreed to review options to mitigate the risks.</p>

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	<p>It was RESOLVED to approve the College entering into the loan agreement including the specified minute extract approving the loan.</p> <p>It was RESOLVED to approve that the Chair and Principal/CEO sign the loan agreement and the minute extract on behalf of the Board.</p>
B24/034	<p>Agenda Item No. 15: 2024/25 Balanced Scorecard</p> <p>The Deputy CEO presented the 2024/25 Balanced Scorecard.</p> <p>Governors went through each of the four pillars and discussed the clarity of wording around some of the goals and performance measures and it was agreed that these would be further refined.</p> <p>Governors noted that the overall document clearly reflected the discussion at the Strategic Seminar.</p> <p>It was RESOLVED to approve the proposed Balanced Scorecard goals and performance measures subject to some minor amendments.</p> <p>Aquaria May Parkinson left the meeting at 17:21</p> <p>Chelle Charlesworth left the meeting at 17:30</p>
B24/035	<p>Agenda Item No. 16: Strategic Seminar Feedback</p> <p>The Deputy CEO presented the Strategic Seminar Feedback.</p> <p>Governors discussed how student involvement could be increased during the year and it was noted that this had been discussed at the Governance Deep Dive which was due to report its recommendations in May. Work would also be undertaken with the student governors and their report to Board in July.</p> <p>Governors noted the positive feedback around more time for discussion and input.</p> <p>It was RESOLVED to note the Strategic Seminar Feedback.</p>
B24/036	<p>Agenda Item No. 17: Balanced Scorecard Q2 Update</p> <p>The Deputy CEO presented the Balanced Scorecard Q2 Update.</p>

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	<p>Governors noted that most of the strategic goals are on track to be achieved by year end. However there were a number of areas where additional focus was required (amber) and eight performance measures which were rated red.</p> <p>Governors discussed the defunding of some T-Levels and the potential impact on students and it was noted that existing qualifications would remain in place if there was no alternative provision.</p> <p>The Chair noted that T-Levels remained challenging across the sector but that Barnsley College had done very well in their implementation and roll out and this was reflected in the quality and range that was offered.</p> <p>It was RESOLVED to note the Balanced Scorecard Update.</p>
B24/037	<p>Agenda Item No. 18: Quality Improvement Plan</p> <p>The Vice Principal Quality presented the Quality Improvement Action Plan Update.</p> <p>Governors noted that the QIP and Balanced scorecard measured slightly different things. Governors discussed triangulating the data and noted the update on Maths and English and actions being undertaken to address the areas for improvement.</p> <p>It was RESOLVED to note the progress against the Quality Improvement Action Plan.</p>
B24/038	<p>Agenda Item No. 19: GCSE maths and English November results</p> <p>The Vice Principal Quality presented the GCSE maths and English November results.</p> <p>Governors noted that there had been grade improvements in some curriculum areas. The new delivery model was benefiting students including exam attendance. Governors also noted that a pilot on Pearson 2.0 was also being undertaken.</p> <p>Governors noted that there had been twelve grade improvements following resubmitted scripts.</p> <p>It was RESOLVED to note the outcomes of the November results.</p>

B24/039	<p>Agenda Item No. 20: Analysis of Complaints</p> <p>The Vice Principal Quality presented the analysis of complaints report.</p> <p>Governors discussed the data and its comparisons. It was noted that the sixth form complaints would be followed up through the deep dive revisit in the summer.</p> <p>It was RESOLVED to note the report.</p>
B24/040	<p>Agenda Item No. 21: CSTEM Update</p> <p>The Vice Principal Quality presented the CSTEM update.</p> <p>Governors noted the work being undertaken to resolve outstanding issues. Staffing remains the largest issue.</p> <p>It was agreed that one further meeting would be held once the results were available. It was also noted that Gavin Day would be asked to share his experiences from an employer perspective.</p> <p>It was RESOLVED to note the update on progress across CSTEM.</p>
B24/041	<p>Agenda Item No. 22: Staff Survey Results</p> <p>The Vice Principal Corporate Services presented the staff survey results.</p> <p>Governors noted that the response rate was significantly higher than in previous years with some areas well ahead of the external benchmarks.</p> <p>Governors discussed the benchmarking and measures for engagement.</p> <p>It was noted that Managers are encouraged to share the outcomes and develop action plans with their teams.</p> <p>It was RESOLVED to note the Staff Survey Results.</p>
B24/042	<p>Agenda Item No. 23: Subcontracting Arrangements</p> <p>The Deputy CEO presented an update on the current performance for College subcontractors.</p> <p>It was noted that the College continues to subcontract a small proportion of overall funding which is specifically determined to deliver education and training that better meets the needs and interests of stakeholders using a sub-contract relationship.</p>

	<p>It was noted that Barnsley FC Community Trust and Sheffield United Community Foundation would exceed their initial contracts.</p> <p>It was RESOLVED to approve an increased contract of £60,015 for Barnsley FC Community Trust and £16,123 for Sheffield United Community Trust.</p> <p>It was RESOLVED to note the current performance of subcontracted work.</p>
B24/043	<p>Agenda Item No.24: HE Freedom of Speech Policy</p> <p>The Principal presented the HE Freedom of Speech Policy.</p> <p>It was RESOLVED to approve the HE Freedom of Speech Policy.</p>
B24/043	<p>Agenda Item No. 25, 26 & 27: Student Support Fund Policies</p> <p>The Principal presented the Student Support Fund Policies for approval.</p> <p>It was RESOLVED to approve the following policies.</p> <ul style="list-style-type: none"> • HE Fees Policy • 19+ Learner Support Fund Policy • HE Student Support Fund Policy
B24/044	<p>Agenda Item No. 28: Student Union Constitution</p> <p>The Principal presented the Student Union Constitution.</p> <p>It was RESOLVED to approve the Student Union Constitution</p>
B24/045	<p>Agenda Item No. 29: Risk and Audit Committee Minutes 5 March 2024</p> <p>It was RESOLVED to note the minutes of the Risk and Audit Committee held on 5 March 2024.</p>
B24/046	<p>Agenda Item No. 30: Minutes of the ITS meeting held on 5 March 2024</p> <p>It was RESOLVED to note the minutes of the ITS meeting held on 5 March 2024.</p>
B24/047	<p>Agenda Item No. 31: Minutes of the BCDC meeting held on 5 March 2024.</p>

	It was RESOLVED to note the minutes of the BCDC meeting held on 5 March 2024.
B24/048	Agenda Item No. 32: Regulatory Update It was RESOLVED to note the Regulatory Update.

B24/048	<p>Agenda Item No. 33: Link Visit Report</p> <p>Kalam Neale updated Governors on his recent link governor visit and the range of work the college was undertaking.</p> <p>It was RESOLVED to note the Link report into 16-19, T Levels and Careers and the assurance that it provided.</p>
B24/049	<p>Agenda Item No. 34: Good News Report</p> <p>It was RESOLVED to note the Good News Report.</p>
B24/050	<p>Agenda Item No. 35: AoC Beacon Award Governance Presentation</p> <p>Governors noted the AoC Beacon Award Governance Presentation.</p>
B24/051	<p>Agenda Item No.32: Date and time of next meetings of the Board</p> <p>4pm 23 April 2024 – Creative Session – Accountability Statement and Duty to Review</p> <p>4pm 21 May 2024 –Policies</p> <p>4pm 18 June 2024– Creative Session – Risk</p> <p>4pm 9 July 2024 – Budget Approval</p>

The meeting closed at 18:17

Signed (Chair): **Dated:**