



Minutes of the meeting of the Board of Governors held on Thursday 14 November 2024
at Barnsley College

Present: Simon Perryman (Chair)
David Akeroyd (Principal and CEO)
Kayleigh Bell (Staff Governor)
Carol Cooper-Smith (Governor)
Billy Cowley (Student Governor)
George Graham (Governor)
Donavan Hutchinson (Governor) (by Teams)
Helen Jaggar (Vice Chair)
Marie Lang (Vice Chair)
Jo Mallows (Governor)
Kalam Neale (Governor)
Carly Speechley (Governor)
Carrie Sudbury (Governor)
Matt Mills (Governor)

In attendance: Hayley Allsopp (Vice Principal – Students)
Gavin Batty (Deputy CEO)
Shaun Cook (Vice Principal – Curriculum)
Heather Jackson (Director of Governance and Clerk to the Board)
Tony Johnson (Vice Principal – Corporate Services)
Sue Slassor (Vice Principal – Quality)

Part I

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PROCEDURAL MATTERS	
B24/151	Agenda Item No. 1: Quoracy The meetings was quorate.
B24/152	Agenda Item No. 2: Apologies for absence Apologies were received from Steven Burkinshaw, Gavin Day and Nina Smart.
B24/153	Agenda Item No. 3: Board Appointments

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	<p>It was RESOLVED to note that Carly Speechley had been appointed to the Board following the issuing of a Written Resolution.</p> <p>It was RESOLVED to approve the appointment.</p>
B24/154	<p>Agenda Item No. 4: Declarations of interest</p> <p>Simon Perryman declared that he had recently taken on the role of Chair of NOCN, he stated that it would not have any impact on his role as Chair of the College and declared his interest accordingly. Carol Cooper-Smith declared her interest as a Chair of BCDC, Think, ITS and Smartstyle. Helen Jaggard declared her interest as a Director of ITS and Smartstyle. David Akeroyd declared his interest as a Director of ITS Smartstyle, BCDC and Think. Heather Jackson declared her interest as Company Secretary of ITS and Smartstyle. Tracey Johnson declared her interest as lead for the DMC where Barnsley College is a tenant.</p>
B24/155	<p>Agenda Item No. 5: Register of Interests</p> <p>It was RESOLVED to note the Register of Interests.</p>
B24/156	<p>Agenda Item No. 6: Minutes of the meetings held on 9 July 2024 and 1 October 2024.</p> <p>It was noted that the new HE Fee should read £6,995.</p> <p>It was RESOLVED to approve the minutes of the meetings held on 9 July 2024 and 1 October 2024.</p>
B24/157	<p>Agenda Item No. 7: Matters arising from the last meeting</p> <p>There were no matters arising.</p>
B24/158	<p>Agenda Item No. 7: Rolling Action List</p> <p>It was RESOLVED to note the Rolling Action List</p>

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B24/159	<p>Agenda Item No. 8: 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>
B24/160	<p>Agenda Item No. 9: Any other business</p> <p>There were no other items of business.</p>
B24/161	<p>Agenda Item No. 11: Financial Approvals</p> <p>The Vice Principal Finance presented the Financial Approvals paper.</p> <p>Governors discussed expenditure over £100k and how the College could mitigate this. It was noted that the College aimed to put these suppliers on an approved suppliers list. It was agreed that, where appropriate, instances where a supplier was a departure from the standard procurement process each year then there would be a request for a rolling continual approval.</p> <p>Governors discussed Aptem and its roll out and noted that there remained a few areas where additional training was needed. It was also noted that the system was providing more value in ensuring funding compliance.</p> <p>It was RESOLVED to approve the following expenditure over £100k in accordance with the requirements of the financial regulations:</p> <ul style="list-style-type: none"> • The renewal of the Aptem Contract for a 2 year period at a total costs of £297k. • The departure from standard procurement processes for Gateway Managed Services and Education Staffbank • The transactions contained in the report and appendix including departures from standard procurement.
B24/162	<p>Agenda Item No. 12: Management Accounts</p> <p>Governors noted the College was on track to meet its financial targets for 2024/25, including overall income and EBITDA targets. Current indicators of</p>

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	<p>income were positive (16-19 recruitment, adult skills fund and learner loans).</p> <p>Governors noted the underspend in staffing.</p> <p>It was RESOLVED to note the Management accounts.</p>
B24/163	<p>Agenda Item No. 13: Climate Update</p> <p>The Vice Principal Finance presented the Climate Update.</p> <p>Governors noted the progress since the last update in May. The College's sustainability commitments and projects have been recognised through several awards and award nominations including the very first Silver Carbon Literate Educator award. Good progress was being made against key milestones and governors noted that further strategies would be needed to reach the 2030 target to reduce emissions by 50% and on the single use plastic.</p> <p>It was agreed that sustainability would be discussed in future SEN Link governor visits.</p> <p>It was RESOLVED to note the report and the assurance that it provides that the College is working well to achieve its targets.</p>
B24/164	<p>Agenda Item No. 14: Strategic Seminar Agenda</p> <p>The Deputy CEO presented the draft Strategic Seminar Agenda.</p> <p>Governors were asked to prioritise the event as it was a key part of the strategic decision making process.</p> <p>It was RESOLVED to note the Strategic Seminar Agenda.</p>
B24/165	<p>Agenda Item No. 15 & 16: Annual Risk Management Report & Risk Management Policy</p> <p>The Vice Principal Corporate Services presented the Annual Risk Management Report. Governors noted that the report and policy had been discussed and recommended to the Board for approval by the Audit and</p>

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	<p>Risk Committee. Risk had also been discussed and agreed at the Board Creative in June.</p> <p>It was RESOLVED to approve the Annual Risk Management Report and note the assurance that it provides.</p> <p>It was RESOLVED to approve the Risk Management Policy and note the assurance that it provides.</p>
B24/166	<p>Agenda Item No. 17 & 18: Annual Health and Safety Report & Health & Safety Policy</p> <p>The Vice Principal Corporate Services presented the Annual Health and Safety Report.</p> <p>Governors agreed that it was important to note that the report showed a good set of results and marked decrease in accidents from last year's report. They noted the assurance provided.</p> <p>It was RESOLVED to approve the Annual Health and Safety Report and note the assurance that it provides.</p> <p>It was RESOLVED to approve the Health and Safety Policy.</p>
B24/167	<p>Agenda Item No. 19 & 20: Annual HR Report & HR Policies</p> <p>The Vice Principal Corporate Services presented the Annual HR Report.</p> <p>Governors discussed the staff survey results and congratulated the team on both the levels of engagement and the positive results. There was a discussion on the process for feeding back and addressing results and it was noted that the next staff survey would be issued before Christmas.</p> <p>The number of formal processes was discussed and it was agreed that data on disciplinary, grievance and capability processes would be included in next year's report.</p> <p>Governors discussed the gender pay gap. It was noted that in some job areas there were a majority of female staff but the college worked hard to improve the balance and ensure that there was no bias in adverts or recruitment. It was noted that the figures were in line with the sector and</p>

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	<p>that the College had taken a conscious decision not to outsource these roles.</p> <p>It was RESOLVED to approve the Annual HR Report and note the assurance that it provides.</p> <p>It was RESOLVED to approve the Disciplinary, Grievance, Pay, Recruitment & Selection, Whistleblowing, Governors' Appeal Panel, Business Continuity & Disaster Recovery policies.</p>
B24/168	<p>Agenda Item No. 21 Annual Modern Slavery Statement</p> <p>The Vice Principal Corporate Services presented the Annual Modern Slavery Statement</p> <p>It was RESOLVED to approve the Modern Slavery Statement.</p>
B24/169	<p>Agenda Item No. 22: Annual Safeguarding and Prevent Report</p> <p>The Vice Principal Students presented the Annual Safeguarding and Prevent Report.</p> <p>Governors noted that mental health remains the highest category of safeguarding concerns and discussed the range of support that College offers students. Training sessions for Safeguarding and Prevent for Governors had been held in July and October and there had been a lengthy discussion on role of the College in community cohesion. The link governor changed in the Summer and a visit was scheduled for the coming week.</p> <p>It was RESOLVED to approve the Annual Safeguarding and Prevent Report and note the assurance that it provides.</p>
B24/170	<p>Agenda Item No. 23: Annual Equality and Diversity Report</p> <p>The Vice Principal Students presented the Annual Equality and Diversity Report. It was noted that link governor visit had been carried out recently and the governor was looking forward to seeing some of the new ideas enacted.</p> <p>It was RESOLVED to approve the Annual Equality and Diversity report and note the assurance that it provides.</p>

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B24/171	<p>Agenda Item No. 24: Annual SEND Report</p> <p>The Vice Principal Students presented the Annual SEND Report. It was noted that link governor visit had been conducted recently.</p> <p>It was noted that at the AoC conference earlier this week data was shared that stated at 30% of students had some level of need for support. This was reflected in College data (over 24%, 16-18 – 27% plus 7% high needs) and there was a discussion on the College’s preparedness to support students. The College was very proud of its record in ensuring that the majority of its students were taught in mainstream provision with no gap in achievements. There was a discussion on funding and Governors noted that it was in place when the college was the right place for the learner. It was agreed that it was a complicated environment both legislatively and from an education perspective.</p> <p>It was RESOLVED to approve the Annual SEND Report and note the assurance that it provides.</p>
B24/172	<p>Agenda Item No. 25: Annual Data Protection Report</p> <p>The Deputy CEO presented the Annual Data Protection Report.</p> <p>It was RESOLVED to note the Annual Data Protection Report and the assurance that it provides.</p>
B24/172	<p>Agenda Item No.26: Annual Internal Audit Report</p> <p>The Chair of the Audit & Risk Committee noted that the report provided governors with assurance that appropriate processes were in place across the College and it was noted that the internal audits for safeguarding ad learner journey had been brought forward to support the forthcoming Ofsted inspection.</p> <p>It was RESOLVED to note the Annual Internal Audit report and note the assurance that it provides.</p>
B24/173	<p>Agenda Item No.27: Regulatory Self-Assessment Questionnaire</p>

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	It was RESOLVED to approve the Regulatory Self-Assessment Questionnaire.
B24/174	Agenda Item No.28: Regulatory Update It was RESOLVED to note the Regulatory Update
B24/175	Agenda Item No.29: Good News Report* It was RESOLVED to note the Good News Report.
B24/176	Agenda Item No. 30: Date and time of next meeting of the Board Tuesday 19 November – 4pm

The meeting closed at 13:44