

BARNSELEY COLLEGE BOARD OF GOVERNORS

MINUTES OF THE MEETING OF THE FINANCE AND RESOURCES COMMITTEE
HELD ON 6 OCTOBER 2016

PART I

PRESENT	G Beever	Governor
	R Dewar	Governor (Chair)
	G McSkimming	Governor
	C Webb	Governor (Principal)

IN ATTENDANCE	A J Oaks (Clerk)
	S Perryman (Chair of Board)
	Y Kouris (Deputy Principal)
	T Johnson (VP Corporate Services)
	L Lawton (VP Finance)
	D Harding (VP Curriculum)
	V Dalton (VP Funding, Data & Compliance)
	J Miccoli (VP Teaching, Learning and Student Support)
P Skelland (Director of Estates)	
P Briscoe (VP Quality)	

APOLOGIES

16.108 Apologies were received from S Brian and P Jagger.

DECLARATIONS OF INTEREST

16.109 The Chair reminded members of the requirement to declare any financial or personal interests in any agenda items. Members reserved the right to declare any interests should any arise during the course of the meeting.

MINUTES

16.110 The minutes of the meeting held on 28 June 2016 (Part I) were agreed as a true and accurate record and were signed by the Chair.

MATTERS ARISING

16.111 The Committee received a list of actions arising from previous meetings which were noted with no further action to take forward.

EVALUATION OF COMMITTEE EFFECTIVENESS

16.112 The Chair referred to the outcomes of the survey which had been circulated prior to the meeting. Issues identified were minor, and related to the skills of members, diversity and accessibility of papers. Inviting comments, members present disagreed that the committee was over reliant on the member with financial expertise, and whilst accepting the point regarding the **complexity of the reports, members believed that whilst they didn't have an** issue, newcomers to the committee may find it more challenging. The Principal commented that members of the F&R Committee required a good level of understanding to be able to challenge management on complex financial reports and that he believed that it was key to ensure new members were provided with robust induction and development, which members agreed was appropriate. In respect to the length of reports, S Perryman commented that whilst he would like to see Board papers as succinct as possible, it was accepted that financial information provided to Committee members needed to be more detailed to allow for proper scrutiny.

TERMS OF REFERENCE

16.113 The Clerk had undertaken a review of the Terms of Reference of the Committee to ensure they reflected the SFA revised Financial memorandum and best practice. Some minor amendments were proposed to ensure the Committee were able to advise the Board on value for money and financial regularity and probity. Additional clauses had been added to define the role of the Committee in discharging its duty. The Chair referred to the need to advise on value for money and invited the Committee to consider how best it might discharge this duty to help shock proof the College.

RESOLVED 16.113 to recommend the revisions to the Terms of Reference of the Committee be approved.

MODERN SLAVERY ACT 2015

16.114 The Committee received a report from the VP Finance seeking **approval of the College's** statement in relation to the Modern Slavery Act 2015. Advice had been taken from both **legal firms and the College's external auditors on the matter. In an effort to prevent slavery** and trafficking in its supply chain, the College had produced a Statement that would be **published in the Annual Financial Statements and on the College's website. The VP** commented that should any existing suppliers be suspected of being involved in slavery, human trafficking or other illegal act, they would be suspended as a supplier until charges were cleared.

RESOLVED 16.114 **To recommend the Board approve the College's Statement in** compliance with the Modern Slavery Act 2015.

SUBCONTRACTING ARRANGEMENTS

16.115 The Committee received a report seeking approval of the current level of sub-contracting. The VP FD&C explained that the College planned to subcontract £932k of activity in 2016/17 which represented 2.5% of all college income and 3.6% of core income. Details were provided. Following questions from Governors regarding due diligence, the VP FDC provided full details of the process undertaken to ensure all partners met the high quality standards required by the College.

RESOLVED 16.115 To recommend the level of subcontracting be approved.

LEARNERS NUMBERS AND FUNDING

16.116 The Committee received a report highlighting the final position for 2015/16 across all main FE and HE student recruitment and related income. The report also summarised an initial forecast for 2016/17 provision. The VP FD&C summarised the data in the report, stating that for 16-24 EFA the college expected this to be 4160, 35 below the contract allocation for 16/17 but would receive funding for 4160 places in 2017/18, 60 places above the three year financial plan generating additional income of £246k. Discussion took place with regard to the reasons for the difference in headcount, the Chair stating that the outcome was encouraging. SFA income had been exceeded, with details provided to members. The College predicted meeting all its income lines for 16/17, putting it in a strong position along with WBL.

16.117 HE funding was more of a concern with the outturn representing a lower than planned initial enrolment combined with a lower completion rate impacting on final payments from the Student Loan Company. The forecast for 2016/17 reflected the lower than planned numbers and an assumption that completion would be similar to 15/16. Members asked questions of management to understand what actions were being take to address high level skills in the borough, noting that whilst growth continued, it had been slow. The Principal explained that the strategic action plan had been updated to take account of the current position and drive the college towards achieving its strategic aims. The VP Curriculum also commented on the position explaining that the College had been optimistic at the outset, rather than realistic, and withdrawals had been greater than expected. This had been compounded by the fact that no national figures had been available to the

College to compare from the outset. Much work was now being undertaken to bring about the actions needed to improve, which were reiterated by the Deputy Principal, who stated further modelling was required to ensure learners completed the programmes with a high quality learner experience to bring about a positive impact. The Committee noted that currently the college was competing for learners due to other HEIs making unconditional offers to students. The Chair thanked the VP for a frank appraisal of the position, noting that management would address the issues through the business planning process. The Deputy Principal added that the strategic action plan now incorporated completion, high level skills and outcomes of recruitment, which would need to be agreed with the governors leading on this particular strategic priority. The Chairman felt assured by the actions being taken by management, believing there to be sufficient visibility.

The Report was noted and received.

HUMAN RESOURCES

16.118 The Committee received a report updating it on various HR issues. The VP CS was pleased to report that following the recent restructure no compulsory redundancies had been made. New recognition agreements had been signed by ATL and UCU with a joint statement recently published to staff. The VP CS referred to the recent staff survey, the results of which had been provided in summary to the Committee and spoke in some detail regarding the analysis. The Chair noted the results were very strong and acknowledged where there was opportunity for improvements. Following a question on the departmental scores for Work Based learning, the VP CS said this was possibly due to the Head of the Department leaving in-year, but that they would explore the reasons at the next PR meeting. The Principal commented on the positive improvements in health and safety, particularly the reduction in number of accidents in Construction compared to the previous year. The improvements had been recognised by P Jagger in a recent link governor visit, the report from which had been extremely complimentary. **The Committee endorsed the Principal's comments.**

The Report was noted and received.

16.119 The Chair referred to Items 11 to 20 which had been provided for information, and invited comments. G McSkimming referred to the Report on International which showed no significant change in forecast since the previous report, and asked if management were able to show the total investment in international projects to date. It was agreed that a report would be provided to the next meeting.

16.120 The Deputy Principal provided a brief overview of the AMRC project, explaining how the budget line would change as a result of funding conditions, moving to the Apprenticeship line. The Committee noted that this would be reflected in the monthly management accounts in the income line.

16.121 The Chairman commented positively on the Tenders report, stating that it was evident that procurement processes were delivering excellent value for money outcomes.

The Reports were noted and received.

There being no further business, the Chair declared Part I of the meeting closed.

The VP T&L and VP Quality left the meeting.

Signed _____ Chair

Date _____