

Minutes of the meeting of the Board of Governors held on Tuesday 18 May 2021 at 4pm

Present: Simon Perryman (Chair)
 Nick Bowen (Vice Chair)
 Helen Jaggar (Vice Chair)
 Chelle Charlesworth (Staff Governor)
 Gavin Day (Governor)
 Andrew Denniff (Governor)
 Kay Dickinson (Governor)
 Bethanie Jacobs (Student Governor)
 Sharon Jandu (Governor)
 Tracey Johnson (Governor)
 Yiannis Koursis (Principal and CEO)
 Marie Lang (Governor)
 Conor Moss (Governor)
 Simon Taylor (Governor)
 Ben Sigsworth (Student Governor)
 Helen Weatherston (Staff Governor)

In attendance: David Akeroyd (Deputy Principal – Development & Productivity)
 Gavin Batty (Vice Principal Technical & Professional)
 Heather Jackson (Director of Governance and Clerk to the Board)
 Tony Johnson (Vice Principal – Corporate Services)
 Laila Lawton (Vice Principal – Finance)
 Liz Leek (Deputy Principal – Culture, Place & Communities)
 Ken Merry (Vice Principal Quality & Access to Learning)

PART I – For Publication

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PROCEDURAL MATTERS	
B21/082	Agenda Item No. 1: Quorum The meeting was quorate. Governors welcomed the new
B21/083	Agenda Item No. 2: Apologies for Absence Apologies were received from David Shepherd and James Russell.

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B21/084	<p>Agenda Item No. 3 - Declaration of Interests</p> <p>Tracey Johnson declared her interests as an employee of Barnsley Metropolitan District Council and noted that Wellspring Trust and ITS were both tenants of the Digital Media Centre which she managed. Kay Dickinson declared her interest as a Chair of NOCN, ITS, Smartstyle, BCDC and Think. Helen Jaggar declared her interest as a Director of ITS and Smartstyle. Yiannis Koursis declared his interest as a Director of ITS, Smartstyle, BCDC and Think and as a Trustee of Wellspring Trust. Heather Jackson declared her interest as Company Secretary of ITS, BCDC and Think. Helen Jaggar declared an interest in Agenda Item No. 9 Board Appointments</p>
B21/085	<p>Agenda Item No. 4: Minutes of the last meetings held on 23 March 2021</p> <p>The Minutes were approved as a correct record.</p> <p>It was RESOLVED to approve the Minutes of the meeting held on 23 March 2021.</p> <p>The Chair signed the Minutes.</p>
B21/086	<p>Agenda Item No. 5: Matters arising from the last meetings</p> <p>There were no matters arising.</p>
B21/087	<p>Agenda Item No. 6: Rolling action list</p> <p>It was RESOLVED to note the Rolling action list.</p>
B21/088	<p>Agenda Item No. 7: Governance Based Assurance</p> <p>It was RESOLVED to note the update on Governance Based Assurance and note the assurance that it provides.</p>
B21/089	<p>Agenda Item No. 8: Notification of any other business</p> <p>The Clerk noted that no questions had been raised before the meeting and therefore the starred items would be considered approved.</p>

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	There were no other items of business.
B21/090	<p>Agenda Item No. 9: Board Appointments</p> <p>Helen Jaggar left the meeting.</p> <p>The Clerk presented the Board Appointment report and the recommendation to appoint Lucy Bartholomew as the new Student Governor for Further Education and the reappointment of Helen Jaggar for a further four years.</p> <p>It was RESOLVED to approve the appointment of Lucy Bartholomew as the new Student Governor for Further Education and the reappointment of Helen Jaggar for an additional four year term.</p> <p>It was also noted that Bethanie Jacobs would remain as Student Governor for Higher Education for an additional year.</p> <p>Helen Jaggar re-joined the meeting.</p>
B21/091	<p>Agenda Item No. 10: Principal's Report</p> <p>The Principal presented his report and noted that the College was still waiting for confirmation of the AEB contract for 2021-22.</p> <p>Governors noted that the College will proceed to round two of the IoT competition and that the College was working closely with Barnsley and Rotherham, Doncaster and Sheffield Chambers of Commerce to submit a bid for the Skills Accelerator programme.</p> <p>It was RESOLVED to note the Principal's Report.</p>
B21/092	<p>Agenda Item No. 11: Regulatory Update</p> <p>The Principal presented a new agenda item which provided an update on key governance items and updates from the sector. Governors noted the updates on the FE White Paper, Post-16 Audit Code of Practice, the updated EIF handbook, Ofsted phased return and the AoC consultation on Good Governance.</p> <p>In relation to the White Paper, Governors noted their concern about the potential costs of a three year external review and considered the potential support that could be offered through the NLG.</p>

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	It was RESOLVED to note the Regulatory Update.
B21/093	<p>Agenda Item No. 12: Management Accounts</p> <p>The Vice Principal Finance presented the Management Accounts and the financial position of the College for 2020/21. Governors noted that the College financial performance is good and that the College is on track to meet the budget set. The financial health is projected as Good and the College remains on track to meet its key financial targets as set in the budget and financial plan.</p> <p>Governors discussed the recovery of the apprenticeship market and new business opportunities and noted the increased interest through the small business market.</p> <p>The Principal assured Governors that the College had the capacity to meet demand and noted the importance of ensuring the apprentices had an outstanding experience with the College. Recruitment was ongoing in some areas of the College to support this.</p> <p>Governors discussed the importance of gaining capital funding to the overall College achievement of budget and congratulated the senior leadership team on the successful management of the budget in the last year.</p> <p>As part of the previously agreement estates project at Wigfield farm, the Vice Principal Finance asked the Governors to approve the total project costs of £211k, noting that £142k was funded via the Salix bid.</p> <p>It was RESOLVED to note the financial position of the College. And approve the total project costs for Wigfield Farm.</p>
B21/094	<p>Agenda Item No. 13: ESFA Audit Changes</p> <p>The Vice Principal Finance updated the Board on developments on external audit. It was noted that the scope of the external audit will increase as a result of the changes announced by the ESFA in their Post 16 Audit Code of Practice. The auditors will need to conduct their own grant funding testing to obtain independent assurance over the College's grant income. As ESFA grant income accounts for 90% of the 2020/21 income this will add to the level of resources for the audit in terms of staff time and cost and may also lead to a reduction in the number of firms operating in the FE audit market.</p>

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	<p>Governors noted their surprise that this data wasn't already checked thoroughly as part of the external audit process. It was noted that any additional costs would be reported initially through the audit committee before being agreed by the Board.</p> <p>It was RESOLVED to note the report and the challenges and increased costs that the ESFA Audit changes would bring.</p>
B21/095	<p>Agenda Item No. 14: Plagiarism Policy</p> <p>It was noted that there were no significant changes to the policy</p> <p>It was RESOLVED to approve the Plagiarism Policy</p>
B21/096	<p>Agenda Item No. 15: HE Refund and Compensation Policy</p> <p>It was noted that there were no significant changes to the policy</p> <p>It was RESOLVED to approve the HE Refund and Compensation Policy</p>
B21/097	<p>Agenda Item No.16: Data Protection Policy</p> <p>It was noted that there were no significant changes to the policy</p> <p>It was RESOLVED to approve the Data Protection Policy. .</p>
B21/098	<p>Agenda Item No. 17: Governance and Search Committee</p> <p>The Chair updated the Board on the recent Governance and Search Committee.</p> <p>It was RESOLVED to note the update and the minutes of the Governance and Search Committee and the assurance that they provided.</p>
B21/099	<p>Agenda Item No. 18: Board Calendar and Cycle of Business</p> <p>The Clerk presented the draft Board Calendar and Cycle of Business for 2021/22 which reflected minor amendments to scheduling following this year's cycle of business and the introduction of the assurance based governance model. The Clerk noted that the model would be further</p>

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	<p>reviewed during the summer and Governors views would be sought through the annual review of Board effectiveness.</p> <p>Meeting invitations would be sent out shortly to relevant Board members.</p> <p>It was RESOLVED to approve the proposed cycle of business and Board calendar.</p>
B21/100	<p>Agenda Item No. 19: Good News Report</p> <p>It was RESOLVED to note the Good News Report.</p>
B21/101	<p>Agenda Item No. 20: Link Visit Report</p> <p>It was RESOLVED to note the link visit reports for SEND and the Sixth Form College.</p>
B21/102	<p>Agenda Item No. 21: Board Assurance Framework</p> <p>This item was discussed on 19 May 2021 as part of the Strategic Seminar between 9:10am and 9:31am.</p> <p>Apologies were received from James Russell, David Shepherd, Andrew Denniff, Simon Taylor and Tracey Johnson.</p> <p>The Vice Principal Corporate Services presented two specific items of risk from the Board Assurance Framework.</p> <p>It was agreed that the full Board Assurance Framework would be sent to all governors and any additional comments should be sent to the Clerk.</p> <p>It was RESOLVED to note the update to risks in the Board Assurance Framework.</p>
B21/103	<p>Date and Time of the next meeting:</p> <p>4pm Tuesday 13 July 2021 – Budget Approval</p>

The meeting closed at 17:55



Signed (Chair): Dated:
