

Minutes of the meeting of the Board of Governors held on Tuesday 18 October 2022 at 4.00pm at Barnsley College and Virtually

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Present: Helen Jaggar (Chair)  
 Chelle Charlesworth (Staff Governor)  
 Carol Cooper-Smith (Governor)  
 Kay Dickinson (Vice Chair) (by Teams)  
 Gavin Day (Governor)  
 Mark Fogarty (Governor) (by Teams)  
 George Graham (Governor)  
 Sharon Jandu (Governor)  
 Bethanie Jacobs (Student Governor)  
 Yiannis Kouris (Principal and CEO)  
 Marie Lang (Governor)  
 Kalam Neale (Governor)  
 David Shepherd (Governor)  
 Helen Weatherston (Staff Governor) (by Teams)

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)  
 Suki Rai (Vice Principal Funding & Performance)

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PROCEDURAL MATTERS	
B22/166	Agenda Item No. 1: Quoracy  The meeting was quorate.
B22/167	Agenda Item No. 2: Apologies for absence  Apologies were received from Simon Perryman, Donavan Hutchinson, Lucy Clark, Tracey Johnson and Andrew Denniff
B22/168	Agenda Item No. 3: Declarations of interest

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	George Graham declared his interest in the financial items of the agenda as a Director at South Yorkshire Pensions Authority.
B22/169	<p>Agenda Item No. 4: Minutes of the meetings held on 12 July 2022 and 27 September 2022.</p> <p>It was RESOLVED to approve the minutes of the meetings held on 12 July and 27 September 2022.</p>
B22/170	<p>Agenda Item No. 5: Matters arising from the last meeting</p> <p>There were no matters arising.</p>
B22/171	<p>Agenda Item No. 6: Rolling Action List</p> <p>It was RESOLVED to note the Rolling Action List.</p>
B22/172	<p>Agenda Item No. 7: Assurance Based Governance</p> <p>Governors noted the update to the Assurance Based Governance table and noted the assurance that it provided in relation to the instruments and articles of Government.</p>
B22/173	<p>Agenda Item No. 8: Any other business</p> <p>There were no other items of business.</p>
B22/174	<p>Agenda Item No. 9: <b>Principal's Report</b></p> <p>The Principal presented his report and noted in particular:</p> <ul style="list-style-type: none"> <li>• The minimal changes expected if there is a change to the ONS classification</li> <li>• The AoC Student of Year shortlist.</li> </ul> <p>Governors discussed the potential implications of the ONS reclassification and it was felt it would have no detrimental effect on the College.</p> <p>Governors discussed the party conferences and the main messages that the AoC and the College should be presenting to the government.</p>

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	<p>Governors also noted that the College was already involved in pilots and bids for a number of the initiatives mentioned in the annual strategic conversations letter from the DfE.</p> <p>It was RESOLVED to note the Principals report.</p>
B22/175	<p>Agenda Item No. 10: Capital Update</p> <p>The Vice Principal Finance updated the Board on major capital projects.</p> <p>The Board noted that the Motor Vehicle project remained within budget and planned completion dates. Governors noted the plans using College land to create a new STEM centre and that the College was planning an application to the Post-16 capacity fund. It was noted that this was likely to be for the majority of the funds and it was noted that although this may impact on the likelihood of funding it was also a prudent approach.</p> <p>The governors noted the update to the IoT project. The DfE Gateway meeting had taken place, feedback was positive and few other pieces of information were being provided to the DfE prior to the Capital Funding Agreement. Governors were pleased to note that the DfE had indicated a willingness to fund the sustainability elements of the project although the College would still apply for Salix funding. Governors also noted the designs and agreed that the project remained an exciting development.</p> <p>It was RESOLVED to note the update in respect of the IoT and motor vehicle project</p> <p>It was RESOLVED to approve the College to submit a funding application to the Post 16 Capacity Fund.</p>
B22/176	<p>Agenda Item No. 11: Draft Financial Outturn</p> <p>The Vice Principal Finance presented the draft financial outturn.</p> <p>Governors noted that the College financial performance for 2021/22 was good. The College had achieved its key financial targets and bank covenants. Group income and EBITDA was above budget. The financial health grade is good.</p> <p>It was noted that the College had not met its planned financial health score although it was still within the range for good.</p> <p>Governors discussed horizon scanning and potential issues and impacts on funding in the coming months and years including energy costs, the costs of living and pay pressures. The Principal noted that there was unlikely to</p>

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	<p>be any changes to the funding model but the College would continue to improve efficiency.</p> <p>Governors discussed the impact on recent interest rate changes and it was noted that the majority of <b>the College's loans</b> were on fixed rates. An update on financing would be presented to the board in November.</p> <p>It was RESOLVED to note the report.</p>
B22/177	<p>Agenda Item No. 12: Regularity Self-Assessment Questionnaire</p> <p>It was RESOLVED to approve the Self-Assessment Questionnaire</p>
B22/178	<p>Agenda Item No. 13: Engagement Letters</p> <p>It was RESOLVED to approve the engagement letters for the College and its subsidiaries and approve the Principal to sign them on their behalf.</p>
B22/179	<p>Agenda Item No. 14: Strategic Seminar</p> <p>The Deputy Principal Development and Productivity presented the draft <b>Strategic Seminar agenda and speaker biography's</b></p> <p>Governors discussed the agenda including the use of the term levelling up, how the college could help the South Yorkshire Mayoral Authority deliver its agenda and the changing political landscape. Governors also noted that more time had been built in this year to allow governors time to digest, engage and participate in the strategic goal setting</p> <p>It was noted that all Governors were expected to attend the Strategic Seminar.</p> <p>It was RESOLVED to approve the Strategic Seminar Agenda.</p>
B22/180	<p>Agenda Item No. 15: Balanced Scorecard</p> <p>The Deputy Principal Development and Productivity presented the quarter <b>4 Balanced Scorecard and updated the Board on the College's performance</b> against strategic priorities for 2021/22. The report included a final RAG rating and reflected strong performance across all four pillars and the goals. It was noted that the stretch targets had not been met in all areas but governors commended the College for its hard work in the previous year and especially the OFSTED result.</p>

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	<p>Governors discussed how the College would set stretch targets and continue to motivate staff for the next year.</p> <p>Governors noted the action plans for items highlighted as red including deep dives.</p> <p>It was RESOLVED to note the report and the assurance that it provided.</p>
B22/181	<p>Agenda Item No. 16: Board Assurance Framework</p> <p>The Vice Principal Corporate Services presented the Board Assurance Framework.</p> <p>Governors noted that it provided an update to quarter four of 2021/22. It was noted that:</p> <ul style="list-style-type: none"> <li>• The leadership and management risk had reduced as the management team had remained stable. This would be reviewed at the end of the calendar year to see if it remained a top level risk.</li> <li>• Covid remained a risk because of the time of the year and the large number of new students. The college continued to take a cautious approach and was reinforcing measures with staff and students. The risk will continue to be reviewed and may take a different focus around legacy issues in the future.</li> <li>• English and Maths – more focus was being placed on this risk which had increased</li> <li>• A new risk on staff recruitment had been added in some critical areas.</li> <li>• High needs funding and the classroom element of AEB was being removed as there had been little manifestation of the risk in the last two to three years.</li> </ul> <p>It was RESOLVED to approve the Board Assurance Framework including the scoring and success criteria and note the assurance that it provides.</p>
B22/182	<p>Agenda Item No. 17: Student Surveys – Further Education</p> <p>The Vice Principal Quality presented a summary and analysis of the student surveys for 2021/22.</p> <p>Governors noted the year on year improvements. It was also noted that these surveys were not the only way that the College captured the student voice but the data was useful as it was benchmarked against 1 million others in the sector.</p> <p>It was RESOLVED to note the Student Survey Report and the assurance that it provides.</p>

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B22/183	<p>Agenda Item No. 18: Student Surveys – National Student Survey (NSS)</p> <p>The Vice Principal Quality presented the NSS results. Governors commended the high participation rates and noted that the College was the highest performing HE in FE provider in South Yorkshire and the highest ever results in the NSS.</p> <p>It was RESOLVED to note the National Student Survey Report and the assurance that it provides.</p>
B22/184	<p>Agenda Item No. 19: Graduate Outcomes</p> <p>The Vice Principal Quality presented the graduate outcomes survey results.</p> <p>It was RESOLVED to note the Graduate Outcome report.</p>
B22/185	<p>Agenda Item No. 20: Regulatory Update</p> <p>It was RESOLVED to note the regulatory update</p>
B22/186	<p>Agenda Item No. 21: ITS Board Meeting Minutes 5 October 2022</p> <p>Governors discussed the performance of ITS against the original criteria set out in the acquisition of ITS and it was agreed that a review would be presented at a forthcoming board meeting.</p> <p>It was RESOLVED to note the minutes of the ITS Board meeting held on 5 October 2022.</p>
B22/187	<p>Agenda Item No. 22: ITS Risk Report</p> <p>It was RESOLVED to note the ITS Risk Report.</p>
B22/188	<p>Agenda Item No. 23: BCDC Board Meeting Minutes 5 October 2022</p> <p>It was RESOLVED to note the minutes of the BCDC Board meeting held on 5 October 2022.</p>
B22/189	<p>Agenda Item No. 24: Good News Report</p>

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	It was RESOLVED to note the Good News Report
B22/190	<p>Agenda Item No. 25: Link Reports – Health and Safety</p> <p>This was the last meeting for David Shepherd who was also the Link Governor for Health and Safety. It was noted that the College had a robust approach to Health and Safety and visits had been made to a number of the key areas over the last six months. Sites were safe and inclusive and the accident forecast was less than the last full year in College.</p> <p>It was RESOLVED to note the Link reports for Health and Safety.</p>
B22/191	<p>Agenda Item No. 26: Reflection</p> <p>Governors noted that the meeting today and the papers presented had provided a high level of assurance and indicated that things were going well at the College this term.</p> <p>Governors also thanked David Shepherd for his eight years of service as a Governor. He noted that the Board was quite different from when he joined and had learnt, developed and improved significantly over the last eight years.</p>
B21/192	<p>Agenda Item No. 9: Date and time of next meeting of the Board</p> <p>Tuesday 22 November 2022 – 4.00pm</p>

The meeting closed at 17:32

Signed **(Chair):** ..... **Dated:** .....