

Minutes of the meeting of the Board of Governors held on Wednesday 25 January 2023
at 5pm at Oulton Hall Hotel

Present: Simon Perryman (Governor and Chair of Board)
Helen Jaggar (Vice Chair)
Chelle Charlesworth (Staff Governor)
Carol Cooper-Smith (Governor)
Kay Dickinson (Vice Chair)
Gavin Day (Governor)
George Graham (Governor)
Donavan Hutchinson (Governor)
Bethanie Jacobs (Student Governor)
Yiannis Koursis (Principal and CEO)
Marie Lang (Governor)
Kalam Neale (Governor)
Helen Weatherston (Staff Governor)

In attendance: David Akeroyd (Deputy Principal – Development & Productivity)
Gavin Batty (Vice Principal Technical & Professional)
Sarah Fox (Executive Assistant) 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

Minute	
PROCEDURAL MATTERS	
B23/001	Agenda Item No. 1: Quoracy The meeting was quorate.
B23/002	Agenda Item No. 2: Apologies for absence Apologies were received from Heather Jackson, Andrew Denniff, Mark Fogarty and Lucy Clark
B23/003	Agenda Item No. 3: Declarations of interest

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	Helen Jaggard declared her interest as a Director of ITS and Smartstyle. Kay Dickinson declared her interest as a Director of ITS, Smartstyle, BCDC and Think. Yiannis Koursis declared his interest as a Director of ITS, Smartstyle, BCDC, ITrust and Think. David Akeroyd declared his interest as a Director of Think.
B23/004	<p>Agenda Item No. 4 – Board Appointment</p> <p>Claire Huddart left the meeting.</p> <p>The Chair presented the Board appointment paper and proposed that Claire Huddart be appointed as a new member with immediate effect.</p> <p>It was RESOLVED to appoint Claire Huddart to the Board.</p> <p>Claire Huddart re-joined the meeting and was welcomed to the Board.</p>
B23/005	<p>Agenda Item No. 5 – Minutes of the meeting held on 12 December 2022</p> <p>It was RESOLVED to approve the minutes of the meeting held on 12 December 2022.</p>
B23/006	<p>Agenda Item No. 6: Matters arising from the last meeting</p> <p>It was agreed to amend the minutes to clarify that there had been a weakness of control and not a regularity breach around the securing of the energy contract.</p>
B23/007	<p>Agenda Item No. 7: Rolling Action List</p> <p>It was RESOLVED to note the Rolling Action List.</p> <ul style="list-style-type: none"> • Keep the Board updated on progress of CSTEM and Quality Improvement Plan – a meeting was scheduled for the beginning of February and a report would be presented at the next board meeting. • Produce a revised property strategy – will be refreshed soon. • Invite Governors to attend future PR/BP of ITS – close this action but not the invite. • VPQ to share new 10 minute SAR – actioned. To be discussed in today's meeting. • English and maths deep dive – to be rescheduled.

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B23/008	<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>
B23/009	<p>Agenda Item No. 9: Any other business</p> <p>There was no other business.</p>
B23/010	<p>Agenda Item No. 10: Principal's report</p> <p>The Principal presented his report. Governors noted the positive meeting with the DfE Capital Team and that the CFA was expected to be signed in February. The Principal explained that the DfE have announced today that they may create their own loan. Favourable terms and conditions were expected and will not need refinancing. The Vice Principal Finance noted that the position with exiting lenders would be clarified if a new loan was created.</p> <p>Governors also noted that the College would be attending the AoC Beacon awards in February to celebrate the achievement of two winning students from Barnsley College; Victoria Prendergast (Higher Education Student of the Year) and Safaa Shreef (Student Green Commitment) and to hear the outcome of the AoC Beacon awards.</p> <p>It was RESOLVED to note the Principal's report</p>
B23/011	<p>Agenda Item No. 11: Management Accounts</p> <p>The Vice Principal Finance presented the Management Accounts.</p> <p>The College is currently on track to exceed its key financial targets set in the budget and financial plan. Income is significantly greater than budget due to additional AEB, SDF and capital grants.</p> <p>It was RESOLVED to approve an increase to the annual capital budget by £404k for the energy capital grant cost and £399k for the SDF capital spend.</p> <p>It was RESOLVED to note the Management Accounts.</p>

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B23/012	<p data-bbox="395 439 895 472">Agenda Item No. 12: Capital Updates</p> <p data-bbox="395 508 1257 542">The Vice Principal presented an update on major capital projects.</p> <p data-bbox="395 577 1386 645">Governors noted that the motor vehicle project remains within budget and is expected to complete in June 2023.</p> <p data-bbox="395 680 1386 1025">Governors noted that the Principal had written to the Minister for Skills, Apprenticeships and HE requesting a decision on funding for the IoT project as soon as possible, there had also been a meeting with the Deputy Director Provider Transformation to discuss the IoT position and assurance had been given that the funding issue would be resolved. Confirmation was also given that the College could use an alternative framework. The IoT steering group had approved a procurement route and Morgan Sindall had been appointed through a direct award on the YOR build framework. Ground works would start in February. It was noted that DfE team were aware of the decision.</p> <p data-bbox="395 1061 1386 1200">The College is still awaiting clarification of the ONS position but expects to sign the capital funding agreement and the rest of the paperwork in the next few weeks. Two Board signatures (Principal and Chair of Governors recommended) are needed along with the application of the College seal.</p> <p data-bbox="395 1236 1386 1480">The Vice Principal Finance updated the Board on the Eastgate building which is being leased to Trinity School until September 2024. A new roof is being funded by the DfE at a cost of £111k. A full procurement process had been undertaken and the College would manage the works. It was noted that further clarification was needed on any right incurred or potential clawback by the DfE following the works. It was also noted that service departments may move in during IoT and Church Street works.</p> <p data-bbox="395 1516 1386 1722">The Vice Principal Finance presented a proposal to create a professional centre for health and business. Governors noted the proposal will support local skills demand in key priority areas and improve overall estate condition. Governors also noted the College will match fund the cost of the project with some of its additional capital allocation released in December 2022.</p> <p data-bbox="395 1758 1386 1825">Governors discussed the ongoing challenges and the various scenarios presented in the paper.</p> <p data-bbox="395 1861 1123 1895">Governors also noted the increased costs of borrowing.</p> <p data-bbox="395 1930 1386 2031">It was RESOLVED to approve the submission of the Business and Health T-Levels capital funding bid at a total estimated cost of circa £3m enabling the creation of the Health Ward and the Business School.</p>

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	<p>It was RESOLVED to approve the Principal and Chair of Governors to sign the capital funding agreement on behalf of the Board.</p> <p>It was RESOLVED to approve the funding of works to Eastgate subject to clarification of any clauses</p> <p>It was RESOLVED to note the Capital Updates.</p>
B23/013	<p>Agenda Item No. 13: External Audit Tender</p> <p>The Vice Principal Finance presented a report updating the Board on the proposed appointment of new external auditors following a recent invitation to tender.</p> <p>Governors noted the challenges faced by the sector in recruiting external auditors. The proposal from Haines Watts and Fortus is consistent with the College needs and has also been reviewed by the Chair of the Audit Committee.</p> <p>It was RESOLVED to approve the appointment of Haines Watt and Fortus for a period of two years with the option to extend for further periods.</p>
B23/014	<p>Agenda Item No. 14: Higher Education Annual Monitoring Report</p> <p>The Vice Principal Quality presented the Higher Education Annual Monitoring Report.</p> <p>Governors noted that last year had been another successful year of activity for Higher Education at the College. Relationships with partners continues to mature and overall student satisfaction has increased significantly from 84% in 2021 to 92% in 2022 as per previous report and communication. This is significantly above sector average.</p> <p>Governors noted that the Higher Education offer continues to be developed with a number of new programmes starting this academic year and more planned.</p> <p>Governors noted it had been a successful year for higher education provision along with a very good level of student satisfaction.</p> <p>Governors noted that the Teaching Excellence Framework (TEF) application had been submitted and a provisional result was expected in the late Spring.</p>

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	<p>Governors noted the significant improvements in the quality of teaching and learning in higher education at the College over the last four years and commended the college for its TEF application at silver level.</p> <p>It was RESOLVED to note the Higher Education Annual Monitoring Report.</p>
B23/015	<p>Agenda Item No. 15: Regulatory Update</p> <p>It was RESOLVED to note the regulatory update.</p>
B23/016	<p>Agenda Item No. 16: Good News Report</p> <p>It was RESOLVED to note the Good News Report.</p>
B23/017	<p>Agenda Item No. 17: Link Reports</p> <p>Governors noted the assurance provided via the link visits and were briefed on a recent visit relating to Equality and Diversity.</p> <p>It was RESOLVED to note the Link Report for Equality and Diversity and the assurance that it provided.</p>
B23/018	<p>Agenda Item No.31: Date and time of next meetings of the Board</p> <p>4pm 21 March 2023 – Monitoring and Quality 4pm 25 April 2023 – Creative Session 4pm 16 May 2023 – Policies 4pm 20 June 2023– Creative Session 4pm 11 July 2023 – Budget Approval</p>

The meeting closed at 17.45

Signed (Chair): **Dated:**