Minutes of the meeting of the Board of Governors held on Tuesday 17 May 2022 at 4pm, Old Mill Lane, Barnsley College

Present:	Helen Jaggar (Chair)
	Nick Bowen (Vice Chair)
	Carol Cooper-Smith (Governor)
	Chelle Charlesworth (Staff Governor)
	Gavin Day (Governor)
	Kay Dickinson (Governor)
	Bethanie Jacobs (Student Governor)
	Yiannis Koursis (Principal and CEO)
	Marie Lang (Governor)
	David Shepherd (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)
	Suki Rai (Vice Principal – Funding, Performance & Technology)

Part I

Minute	
PROCEDURAL MATTERS	
B22/054	**Agenda Item No. 1: Quoracy** The meeting was quorate.
B22/055	**Agenda Item No. 2: Apologies for absence** Apologies were received from Simon Perryman, Sharon Jandu, Tracey Johnson, Lucy Bartholomew and Andrew Denniff.

B22/056	**Agenda Item No. 3: Declarations of interest** 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 Director of Wellspring Trust. Heather Jackson declared her interest as Company Secretary of ITS, Smartstyle, BCDC and Think.
B22/057	**Agenda Item No. 4 – Minutes of the meeting held on 22 March 2022.** It was **RESOLVED** to approve the minutes of the meeting held on 22 March 2022.
B22/058	**Agenda Item No. 5: Matters arising from the last meeting** There were no matters arising.
B22/059	**Agenda Item No. 6: Rolling Action List** It was **RESOLVED** to note the Rolling Action List.
B22/058	**Agenda Item No. 7: Assurance Based Governance** 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.
B22/059	**Agenda Item No. 8: Any other business** The Clerk noted that a late paper on a new telephony system had been circulated and would be covered at agenda item 17 and there would be a short update on the Ofsted Inspection at Agenda Item 18.
B22/060	**Agenda Item No.9: Principals Report** The Principal presented his report and noted that • Ken Merry had been appointed as Chair of the Secondary Heads Alliance Group. • The College held a 'day for Ukraine' with departments from across the college taking part.

	- There had been a data breach at the ESFA relating to the College's financial statements which had been shared with Sheffield College. A review at the ESFA had taken place and a full apology had been received by the College. - Indicative funding allocations from SYMCA for AEB had been received at the levels received in 2018/19. Governors noted their disappointed at the allocations. Levels from WYCA remained at the same levels as 2021/22. The Principal noted that since the report had been written the College had won in two categories at the Pearsons National Teaching Awards with Kalam Neale winning a Silver Award for Digital Innovator of the Year (esports) and the 2022 Award for FE Team of the Year, the Sport Team were also highly commended. Governors congratulated those involved and noted the ongoing success of the esports teams. Thanks were given again from the governors to all of the staff and students at the College for their work in helping the College achieve its outstanding Ofsted inspection grade. Governors also formally acknowledged the leadership of both the Chair and Principal. It was **RESOLVED** to note the Principal's report
B22/061	**Agenda Item No. 10: Management Accounts** The Vice Principal presented the Management Accounts. Governors noted that the College is currently on track to deliver two of its three key financial targets as set in the budget and financial plan. The ESFA financial health points are thirty lower than the budget due to the capital investment in motor vehicle. It was noted that this was still above the minimum target set by the Board. Governors discussed Apprenticeship income and the work that the College was doing to ensure targets were met. It was **RESOLVED** to approve the Management Accounts
B22/062	**Agenda Item No. 11: Financial Regulations** The Vice Principal Finance presented the Financial Regulations which had been revised and were recommended to the Board for approval by the Audit committee.

	It was **RESOLVED** to approve the proposed amendments to the financial regulations including authorising the Director of Finance as a signatory on the bank mandate.
B22/063	**Agenda Item No. 12: PART II – IoT Approval of Collaboration**
B22/064	**Agenda Item No. 13: PART II - Energy Contract Update**
B22/065	**Agenda Item No. 14: PART II Capital Update**
B22/066	**Agenda Item No. 15: PART II ESFA Financial Health**
B22/067	**Agenda Item No. 16: Subcontracting Arrangements** The Vice Principal Development and Productivity presented a proposed update to the subcontracting arrangements. Governors noted the increase was in line with demand from the South Yorkshire Mayoral Combined Authority Adult Education Budget and taking on the work would strengthen the evidence for ITS to procure business in the future. It was **RESOLVED** to approve the increase to the Adult Education Budget delivery subcontract to £750k.
B22/068	**Agenda Item No. 17: PART II Apprenticeship Software**
B22/069	**Agenda Item No. 17a: PART II Telephony System** **Laila Lawton left the meeting at 17:17**
B22/070	**Agenda Item No. 18: Curriculum Strategy** The Vice Principal Technical and Professional Education presented an update on the College's Curriculum Strategy. The strategy had been developed to recognise, anticipate and respond to influences which will determine and shape the future educational and economic landscape. It was designed to flex to ensure that it continually meets the interests, needs and priorities of stakeholders, community and local and regional economy. Governors noted the positive and ambitious language and approach of the strategy and discussed the capacity and budget to support the plans.

	Governors discussed the labour market information that supports the plan and how the curriculum plan was developed to consider the needs of stakeholders. The intention was always to do things well and but not necessarily everything. It was **RESOLVED** to note the Curriculum Strategy.
B22/071	**Agenda Item No. 18a: Ofsted Update** The Vice Principal Quality presented the key verbal findings from the Ofsted inspection. The following points were noted: • Inspectors completely agreed with the self-assessment report (grades, narrative and explanation) • Feedback was overwhelmingly positive • The College is in the centre of Barnsley – both geographically and philosophically • Governors have strong mix of backgrounds from education, finance and culturally. They are well placed to challenge senior leaders over the on-going quality of education. They are well connected to students. Governors congratulated the senior leadership team and thanked them for all their work in achieving an Outstanding Grade. It was **RESOLVED** to note the Ofsted inspection.
B22/072	**Agenda Item No. 19: Balanced Scorecard 2021/22 Q2** The Deputy Principal Development and Productivity presented a review of the second quarter performance of the balanced scorecard. Governors noted that all strategic goals are on track to be achieved by the year end, although there were some specific performance measures where additional focus was required. It was **RESOLVED** to note the Balanced Scorecard Update for Quarter Two.
B22/073	**Agenda Item No. 20: Balanced Scorecard 2022/23** The Deputy Principal Development and Productivity presented the proposed measures for the Balanced Scorecard 2022/23. Governors discussed the measures and noted that they aligned to the College vision and values and provided a clear vision for future development of the College. It was agreed that the senior leadership team would reflect on the comments and final targets would be presented at the Board meeting in July.

	It was **RESOLVED** to approve the proposed measures for the Balanced Scorecard 2022/23.
B22/074	**Agenda Item No. 21: Board Assurance Framework Q3** The Vice Principal Corporate Services presented the Board Assurance Framework for quarter three. Governors noted the changes made and the introduction of a number of new risks and associated mitigations. It was **RESOLVED** to approve the Board Assurance Framework for quarter three.
B22/075	**Agenda Item No. 22: Analysis of Complaints** The Vice Principal Corporate Services presented a summary of the formal complaints received by the College between September 2021 and April 2022. Governors discussed the complaints and noted that there had been a small increase from the previous year. It was also noted that work on informal complaints was also being undertaken. It was **RESOLVED** to note the report and the assurance that it provided that complaints were being appropriately addressed and resolved.
B22/076	**Agenda Item No. 23: Single Equality Scheme** The Deputy Principal Culture, Place & Communities presented the refreshed Single Equality Scheme. Governors noted that it was a very comprehensive piece of work. It was **RESOLVED** to approve the Single Equality Scheme.
B22/077	**Agenda Item No. 24: SEND Policy** It was **RESOLVED** to approve the SEND policy
B22/078	**Agenda Item No. 25: HE Tuition Fees Policy** It was **RESOLVED** to approve the HE Tuition Fees Policy

B22/079	**Agenda Item No. 26: FE Tuition Fees Policy** It was **RESOLVED** to approve the FE Tuition Fees Policy
B22/080	**Agenda Item No. 27: Plagiarism Policy** It was **RESOLVED** to approve the Plagiarism Policy
B22/081	**Agenda Item No. 28: Data Protection Policy** It was **RESOLVED** to approve the Data Protection Policy
B22/082	**Agenda Item No. 29: Sub-contracting Policy** It was **RESOLVED** to approve the Sub-contracting Policy
B22/083	**Agenda Item No. 30: Minutes of the Audit Committee 5 April 2022** It was **RESOLVED** to note the minutes of the audit committee held on 5 April 2022.
B22/084	**Agenda Item No. 31: Minutes of the ITS Board meeting held on 25 March 2022.** It was **RESOLVED** to note the minutes of the ITS Board meeting held on 25 March 2022.
B22/085	**Agenda Item No. 32: ITS Risk Register** It was **RESOLVED** to note the ITS Risk Register.
B22/086	**Agenda Item No. 33: Minutes of the BCDC Meeting held on 25 March 2022** It was **RESOLVED** to note the minutes of the BCDC Meeting held on 25 March 2022.

B22/087	**Agenda Item No. 34: Minutes of the Think Meeting held on 25 March 2022** It was **RESOLVED** to minutes of the Think Meeting held on 25 March 2022.
B22/088	**Agenda Item No. 35: Board Calendar and Annual Work Plan** Governors noted the Clerk would be in touch to agree who would participate in Deep Dives next academic year. It was **RESOLVED** to approve the Board Calendar.
B22/089	**Agenda Item No. 36: Regulatory Report** It was **RESOLVED** to note the regulatory report.
B22/090	**Agenda Item No. 37: Good News Report** It was **RESOLVED** to note the Good News Report
B22/091	**Agenda Item No. 38: Reflection** Governors noted the challenges and risks around the Capital update and the actions in place to mitigate these. The curriculum strategy was commended and the ongoing excellent performance that was demonstrated through the Balanced Scorecard.
B22/092	**Agenda Item No.26:** Date and time of next meeting of the Board Tuesday 21 June – Creative – Environmental Sustainability Tuesday 12 July – Budget Approval

The meeting closed at 18:15

Signed (Chair): ……………………………………………………… Dated: ……………………………………………