



**Minutes of the meeting of the Board of Governors held on 3 July 2025 at 1pm at
Barnsley College by Teams**

Present: Marie Lang (Vice Chair and Governor)
David Akeroyd (Principal and CEO)
Carol Cooper-Smith (Governor)
George Graham (Governor)
Donavan Hutchinson (Governor)
Helen Jaggard (Governor and Vice Chair)
Jo Mallows (Governor)
Carrie Sudbury (Governor)

In attendance: Hayley Allsopp (Vice Principal Students)
Gavin Batty (Deputy CEO)
Heather Jackson (Director of Governance)
Tony Johnson (Vice Principal Corporate Services)
Laila Lawton (Chief Financial Officer)
Sue Slassor (Vice Principal Quality)

Part I

Minute	
PROCEDURAL MATTERS	
B25/088	Agenda Item No. 1: Quoracy The meeting was quorate.
B25/089	Agenda Item No. 3: Apologies for absence Apologies were received from Simon Perryman, Matt Mills, Kalam Neale, Gavin Day, Carly Speechley, Tracey Johnson, Steven Burkinshaw and Kayleigh Bell.
B25/090	Agenda Item No. 4 & 5: Declarations of interests and Register

Minute	
	<p>Helen Jaggard declared her interest as a Director of ITS and Smartstyle. Carol Cooper-Smith declared her interest as a Director of ITS, Smartstyle, BCDC and Think. David Akeroyd declared his interest as a Director of ITS, Smartstyle, BCDC, iTrust and Think. Hayley Allsopp declared her interest as a Director of iTrust, Gavin Batty declared his interest as Director of Think. Heather Jackson declared her interest as Company Secretary of ITS, Smartstyle, BCDC, iTrust and Think.</p> <p>The Board noted the register of interests.</p>
B25/091	<p>Agenda Item No. 5: Minutes of the meeting held on 15 & 20 May 2025</p> <p>It was RESOLVED to approve the minutes of the meeting held on 15 and 20 May 2025.</p>
B25/092	<p>Agenda Item No. 6: Matters arising from the last meeting.</p> <p>There were no matters arising.</p>
B25/093	<p>Agenda Item No. 7: Rolling Action List</p> <p>It was RESOLVED to note the Rolling Action List.</p>
B25/094	<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>
B25/095	<p>Agenda Item No. 9: Written Resolution</p> <p>The Clerk noted that the recent Written Resolution permitting the College to begin formal discussions with representatives from Northern College and other stakeholders had been signed by all governors and was therefore formally approved.</p>

B25/096	<p>Agenda Item No. 10: Board Appointments</p> <p>The Board noted that a different approach had been taken with respect to student governor recruitment this year. Billy Cowley, Steven Burkinshaw and Heather Jackson had met with four potential candidates.</p> <p>It was proposed that an independent governor join the panel next year. The Board noted the issues that had been raised as part of the discussions and thanked Steven Burkinshaw for taking on the role of mentor.</p> <p>It was RESOLVED to appoint Megan Orrow and Leo Hibbard to the Board as Student Governors.</p>
B25/097	<p>Agenda Item No. 11: Any other business</p> <p>There was no other business.</p>
B25/098	<p>Agenda Item No. 12: Capital Update</p> <p>The Chief Financial Officer presented the Capital Update paper.</p> <p>Governors noted that the IoT project continued to face cost and progress challenges. It was noted that the District Network Operator works had been completed and the power was now on in the building.</p> <p>It was noted that the handover date was now set for 18 August 2025. The overall project is still expected to be within budget.</p> <p>The DfE have confirmed verbally they will extend the DfE capital loan until February 2026. The College is expecting a variation from the DfE. The Board noted the funding risk created by the spend delays has reduced.</p> <p>Governors discussed the Phase 2 project which was being conducted by existing contractors on a job basis and managed by the College capital team.</p> <p>Governors noted that the Eastgate project was progressing well but over budget. It was expected to be completed by 29 August 2025.</p> <p>Works on the Sports Academy reception had commenced and were expected to be completed on time and within budget.</p> <p>It was RESOLVED to approve the DfE loan variation letter, extending the period until February 2026.</p>

	<p>It was RESOLVED to approve the submission of an OfS funding application for Phase 2 of the IoT at a maximum value of £2.5m.</p> <p>It was RESOLVED to note the update.</p>
B25/099	<p>Agenda Item No. 13: Management Accounts</p> <p>The Chief Financial Officer presented the Management Accounts.</p> <p>It was noted that the College was predicted to meet its financial targets for the year. Total income was expected to exceed budget by £1,976k following increases in the Adult Skills Fund and in year growth funding for 16–18-year-olds from the DfE.</p> <p>It was noted that additional income to cover national insurance costs had been confirmed.</p> <p>It was RESOLVED to note the update.</p>
B25/100	<p>Agenda Item No. 14: Financial Approvals</p> <p>The Chief Financial Officer presented the Financial Approval report for financial transactions over £100k. These included:</p> <ul style="list-style-type: none"> • The IT Edge switches at an overall cost of £550k over 3 years. • Initial IT capital investment for IT is £800k. • Insurance costs of £200k. • The transactions contained in the report and appendix including departures from standard procurement. <p>It was RESOLVED to approve the purchases as outlined in the report above.</p> <p>It was RESOLVED to approve the transactions contained in the report and appendix including departures from standard procurement.</p>
B25/101	<p>Agenda Item No.15: Financial Regulations</p> <p>The Chief Financial Officer presented the updated Financial Regulations.</p> <p>Governors noted that they had been presented at the recent Risk and Audit Committee meeting and they had recommended them for approval.</p> <p>Governors noted that the main change was a re-write of the procurement policy to comply with the Procurement Act 2023. Governors noted that the</p>

	<p>act should allow the college to support small and local business subject to tender and value for money considerations.</p> <p>Governors noted that the financial regulations had also been revised to reflect current roles and responsibilities along with minor language changes to remove reference to the ESFA and Post 16 Audit Code of Practice and to aid understanding and clarity.</p> <p>Governors noted that the level of authorisation required by the Board had been considered as part of the review. The existing Board approval limit for items over £100k is standard for a college of comparable size to Barnsley College and no change is recommended.</p> <p>It was RESOLVED to approve the updated financial regulations.</p>
B25/102	<p>Agenda Item No. 16: Subsidiary Performance 2023/24</p> <p>The Chief Financial Officer presented a paper on Subsidiary Performance.</p> <p>Governors noted that ITS were the only subsidiary who were actively trading. They were now expected to achieve all three financial KPI's.</p> <p>It was RESOLVED to note the Subsidiary performance.</p>
B25/103	<p>Agenda Item No. 17: Subsidiary Memorandums of Understanding</p> <p>The Chief Financial Officer presented the Subsidiary Memorandums of Understanding. The existing memorandums were considered fit for purpose and no changes were recommended.</p> <p>It was RESOLVED to approve the Subsidiary Memorandums of Understanding.</p>
B25/104	<p>Agenda Item No. 18: FE Tuition Fees Policy</p> <p>It was RESOLVED to approve the FE Tuition Fees Policy.</p>
B25/105	<p>Agenda Item No. 19: SEND Policy</p> <p>It was RESOLVED to approve the SEND Policy.</p> <p>Governors noted that the Safeguarding Policy would be updated once the KCSIE guidance was published.</p>

B25/106	<p>Agenda Item No. 20: Plagiarism Policy</p> <p>The Vice Principal Quality noted the changes the college was making to support the use of AI. The Policy had included best practice from the Joint Council for Qualifications (JCQ) and awarding bodies. Governors noted that staff at the College were keen to engage with AI and there had been a variety of sessions at the staff development week including on ethics and maladministration.</p> <p>Governors discussed how staff and students were using AI and the ethics and support available. It was noted that assessment methodologies would change in the future.</p> <p>It was agreed that there should be a creative session for Governors on the use of AI at the college in the Autumn.</p> <p>It was RESOLVED to approve the Plagiarism Policy.</p>
B25/107	<p>Agenda Item No. 21: Free Speech Statement</p> <p>The Vice Principal Quality noted that although the statement was focused on meeting Office for Student requirements, it applies to the college as a whole.</p> <p>It was RESOLVED to approve the Free Speech Statement.</p>
B25/108	<p>Agenda Item No. 22: Risk and Audit Committee Meeting Minutes 10 June 2025.</p> <p>It was RESOLVED to note the minutes of the Risk and Audit Committee meeting held on 10 June 2025.</p>
B25/109	<p>Agenda Item No. 23: Weston College</p> <p>It was RESOLVED to note the Weston College report.</p>
B25/110	<p>Agenda Item No. 24: External Audit Strategy</p> <p>It was RESOLVED to approve the external Audit Strategy.</p>
B25/111	<p>Agenda Item No. 25: Audit Engagement Letters</p>

	It was RESOLVED to approve the Audit Engagement Letters.
B25/112	<p>Agenda Item No. 26: 3 Year Internal Audit Plan</p> <p>The Deputy Chief Executive noted that the internal audits on curriculum and digital transformation will look at how the college was integrating and embedding AI.</p> <p>It was RESOLVED to approve the 3 Year Internal Audit Plan.</p>
B25/113	<p>Agenda Item No. 27: Governance & Search Committee Minutes 11 June 2025</p> <p>The Clerk and Carol Cooper-Smith noted that they would meet next week to review proposals for the next external board review.</p> <p>It was RESOLVED to approve the minutes of the Governance and Search Committee held on 11 June 2025.</p>
B25/114	<p>Agenda Item No. 28: Review of Policies and Procedures</p> <p>It was RESOLVED to approve changes to the following policies and procedures:</p> <ul style="list-style-type: none"> • Code of Conduct • The Instrument and Articles of government • Standing Orders • Terms of reference – governance and search • Terms of reference – remuneration committee • Terms of reference – audit & risk committee • Policy on attendance and access • Recruitment and selection of board members.
B25/115	<p>Agenda Item No. 29: Link Governor Reports.</p> <p>Governors noted the link governor reports for HE, Sixth Form, Health and Safety and 16-19 and Careers.</p> <p>Jo Mallows noted that the HE team were excited about the IoT and the opportunities it would present to HE students at Barnsley College.</p> <p>It was noted that Link Governor reports would now also be presented to the Audit & Risk Committee to provide additional triangulation on risk.</p>

	It was RESOLVED to note the link governor reports.
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B25/116	Agenda Item No. 30: Regulatory Update It was RESOLVED to note the regulatory update.
B25/117	Agenda Item No. 31: Good News Report The Chair noted the depth and breadth of information available in the Good News Report and Governors commended the success of the Project Search graduation event and the Student Excellence Awards. Governors asked that their thanks and congratulations be passed on the staff and students involved in both events. It was RESOLVED to note the Good News Report.
B25/118	Agenda Item No. 32: Reflection Governors agreed that the pace of the meeting had been appropriate and noted the need to attend the online meeting to ensure quoracy.
B25/119	Agenda Item No. 33: Date and time of next meetings of the Board 4pm Tuesday 7 October 2025 – Results

The meeting closed at 13:41