

Barnet and Southgate College Corporation

Special Board of Governors Meeting 20 September 2018

Minutes

Time	19.30 – 22.15	
Venue	Southgate Campus (Dentistry Meeting Room 008A/B)	
Present (governors)	Ann Zinkin David Byrne Mervin Archer Sue Baldwin Fiona Bulmer Sheila Dawson Grahm Duncan Seb Karaasanov Christalla Tsattala	Chair Principal Student Governor (<i>Part A only</i>) Staff Governor
In attendance	Toni Beck Lizzie Jones Tracy McIntosh Ian Rule Rose Turner Melissa Drayson	Dir Quality and Learner Experience Dir of Organisational Development Dir of Employer Partnerships Interim Dir Finance Interim Dir of Curriculum (<i>All Part A only</i>) Clerk to the Corporation
Apologies	Pooja Patel	Student Governor
Vacancies	External Governor x 3	
Quorum (6)	The meeting was quorate	

The meeting was preceded by a Governor training session on Ofsted. The presentation was circulated to governors by email.

PART A - OPEN MEETING

Items considered to be confidential on the grounds of commercial sensitivity have been redacted from the Minutes

Item	Action lead
1. Election of the Chair and Vice Chair of the Board <i>Ann Zinkin and Graham Duncan withdrew from the meeting</i>	

The Clerk reported that, following an open invitation to governors, there had been one nomination for each position:

Chair of the Board of Governors: Ann Zinkin

Vice-Chair of the Board of Governors: Graham Duncan

The Clerk confirmed that the term of office for each post was for two years. The Board was mindful that several governor terms of office would be finishing in 2019-20, so plans for succession would need to be put in place.

RESOLVED (by unanimous vote)

That Ann Zinkin be appointed Chair of the Board

That Graham Duncan be appointed Vice Chair of the Board

AGREED: that the Search Committee meet to put in place a succession plan for the Chair

Ann Zinkin and Graham Duncan rejoined the meeting and were congratulated on their reappointment. Ann Zinkin resumed the Chair.

2. Preliminary Items

2.1 Chair's welcome

The Chair thanked the senior team on behalf of the Board for their work during recent challenges.

2.2 Apologies for absence

Apologies were noted from the Student Governor, Pooja Patel

2.3 Confirmation of eligibility, quorum and declarations of interests

2.4 Requests for urgent business

The Chair raised an item relating to the appointment of new governors.

3. Principal's Report

Supporting paper by David Byrne

Governors noted and discussed the following headlines from the report:

Student recruitment: 16-18 recruitment was ongoing but was currently under target. The picture at course level was mixed, with some areas recruiting better than expected, including construction,

electrical and plumbing. The challenge for the College was finding sufficient numbers of qualified staff to teach these subjects. The picture across London suggested a similar pattern and the general expectation was that 16-18 participation rates would be lower overall.

Governors requested more detailed data on 16-18 numbers for the last 3-4 years to identify possible past and future trends.

It was confirmed that the biggest source of competition for 16-18 was schools and academies rather than other colleges.

Adult learner recruitment was strong and would be reported in October.

2017-18 Results: A full report on all learner outcomes would be brought to the Board when the validation process had been completed. Governors noted that they had received the breakdown of A Level and GCSE results by email several weeks previously.

Of particular note was that the College had achieved the best high grades for English GCSE of any FE provider delivering the Pearson curriculum.

New partnerships: The partnership with NFL was nearing final agreement. Governors asked for more information about how this would work in practice. The scheme would centre around the delivery of a Level 3 sporting qualification, with the College as the teaching provider. NFL would contribute their coaching and branding. The project linked well to the strategy for the sports department. It was part of a NFL worldwide strategy to use sports education as a gateway out of social disadvantage and crime. The London franchise was the next step toward a Northern European presence.

Governors asked for further feedback following the visit by a delegation of Department of International Trade officials from various countries on 25 September on the scope to offer vocational products overseas.

Sector news: Governors were aware of recent news reports about the sector campaign against the funding crisis in Further Education. The financial position of many colleges had deteriorated to the extent that an estimated 60% of colleges were now in a weak financial position.

AGREED: That governors be provided with more detail of the following at future meetings: Principal

- **16-18 recruitment trends for the previous 3-4 years**
- **Learner outcomes 2017-18**
- **Feedback from the DIT visit on 25 September**

4. Capital Projects – STEM Hub Funding Bid

The Board considered two proposals:

- To approve the submission of an expression of interest for capital funding [redacted] to the LEAP Skills Capital Fund, with the intention of resubmitting the STEM Hub project proposal
- To approve progressing to Stage 4 design, [redacted], subject to final approval once the outcome of the detailed funding bid is known in Spring 2019.

It was noted that the design would include the Atrium build, and the demolition of the theatre and refectory blocks as part of the work. The costs were estimated at [redacted] for the STEM Hub and [redacted] for the Atrium. The Capital Funding would cover a third of the total cost and keep the project within the budget envelope.

It was confirmed that 1 October was the deadline for expressions of interest. The Board was assured that it would not be firmly committed to this scheme at this point. It was agreed that governors required the opportunity to discuss and develop both the detailed scheme and the overarching property strategy further. The proposed Capital Projects Task and Finish Group would have an important role to play in overseeing the detailed work and reporting back to the full Board.

Governors commented that they wished to see the revenue and curriculum development implications of going ahead with the project, versus not going ahead. The staffing and other resource implications would also need to be considered.

RESOLVED:

- i) That an expression of interest to the LEAP for [redacted] Skills Capital Funding be submitted by the 1 October deadline**
- ii) That the Stage 4 design be [redacted], including development of the atrium design and tendering of the contract, subject to final approval when the outcome of the detailed funding bid is known in Spring 2019**
- iii) That the Capital Projects TFG be convened, with terms of reference and membership approved at the 16 October Board meeting**

5. Other Business

The Chair reported that the Search Committee had met that afternoon to interview prospective governor candidates. The Committee

recommended that two of the four candidates seen should be offered the opportunity to become governors, subject to the usual checks.

The Clerk gave a summary of the backgrounds of both candidates.

AGREED: that two candidates should be offered the position of governor, with a final resolution to appoint being made at the October Board meeting.

Signed:(Chair)

There was then a Confidential Part B session, for which a separate minute was taken.