



MINUTES

BOLTON COLLEGE BOARD

Monday 7 February 2023 – (P/A)

5.00pm

Booth

M

- Dr Andrew Roberts (Chair)
- Mr Andrew Fawcett (Vice Chair)
- Dr Adrian Brooks
- Mrs Kate Flood
- Dr Sue Lomax
- Mr Tom Martin
- Mr Tony Unsworth
- Mr Michael Walker
- Ms Sharon White
- Dr G Mr Mark Burgoyne (Deputy Principal)
- Ms Deborah Bradburn (Clerk)
- Mr Garry Westwater (Executive Director of Finance)
- Ms

1.3 DECARTE'S IDEAS

It was ~~RED~~ that the minutes be received as detailed.

2. ~~SCINB - CIEGE M AEB~~

2.1 ~~NIASR~~

The Principal presented the nineteenth report under the 'Designated Institution' Bolton College, which provided an overview of key issues. The following points were highlighted:

External Environment:

- The sector continued to face a challenging environment with financial pressures in the form of high inflation, energy costs and staff pay.
- There had been a strong push from the Greater Manchester Mayor's office for greater devolution, with a focus on the technical skills agenda and the 16-18 budget.
- The College had received confirmation of its annual strategic conversation meeting with the DfE and the office of the FE Commissioner that would have a focus on the skills agenda.

ONS:

- The reclassification of colleges into the public sector was announced on 29 November 2022 and would take immediate effect. ei0.005w (d) (3) 6/22 (0) T-0.1E00CTE (1) Body (4) G-10 28 510 0.433 20 101512
- The DfE recognised that the circumstances of 'designated institutions' required further review. The College awaited the outcome of the review. Tc 020 Tde Cogn Id tabiipotions

What are the risks following the Greater Manchester Mayor's press release?

GMCA would have greater control over the budget with a potential risk if they decided not to ring fence monies for colleges and diverted it to independent training providers. We could find that funding is distributed to those areas of greater need. Strong relationships have been built and continue to ensure that discussions continue.

Will the College banking arrangements change following the ONS reclassification?

We are not expecting that existing arrangements will change. The Executive Director of Finance is part of the consultation on the financial monetary handbook.

What impact will the reclassification have on future staff pay?

We should not assume that the College will go into the national pay band.

Has the staffing situation changed since the self-assessment reports were produced?

We have secured a permanent appointment for a curriculum leader. Health and construction are more stable than before with new appointments made, although they still remain fragile. In some subject areas agency staff do not want to become permanent members of staff as they can earn more under agency arrangements. Other colleges, that pay more than we do, are still experiencing the same recruitment issues that we are.

The Board noted that it was good to see the 'grow your own' route was in place and that the recruitment of trainee teachers in FE had increased. DfE had announced that teacher training for FES would match the QTS programme bursary figures.

ACIN

Contribution to Skills Network 2023 diagram to include the Chamber of Commerce.

It was RED that the Principal's Report be noted.

2.2 FINANCIAL STATEMENTS

The Executive Director of Finance presented the Financial Update and Loan Covenants, the following key points were highlighted:

- The College had moved towards a deficit position of -£500k. This would mean that the College would not pass the loan covenants and would alter the current ESFA financial health grade to 'Good'.
- £488k AEB funding clawback for 2021/22 was profiled for repayment from December 2022 to March 2023 and would be accounted for with a prior year adjustment in the 2022/23 financial statements.
- To mitigate the deficit position, expenditure had been restricted to essential spend only with discussions held on partial closure of buildings over the half term periods and scrutiny on any teaching staff requests.
- Continued Government support on energy costs beyond April 2023 was announced, extending but reducing support until March 2023.
- The pay award for this year had been budgeted for in the forecast whilst the College retained a strong cash position. A revised forecast would be shared with the Resources Committee and Board following LEO2.

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Was there a chance that the ESFA could relax the financial health criteria?

The measure may be moved as all colleges were in the same position. The College was at the high end of 'Good' on the cusp of 'Outstanding'. The current grade was disappointing after all of the hard work completed with colleges operating in a difficult environment.

- The document provided an overview of the College mission, values and data on the overall learner profile in addition to the curriculum SAR.
- Learners with additional support needs benefited from high expectations and were able to make progress.
- Learners with profound learning difficulties had aspirational targets.

The SAR process ratified that three departments were self-assessing as 1 – ‘Outstanding’:

- Community Regeneration
- Early Years, Education and Social Science
- Hairdressing and Beauty

Two departments were ratified as self-assessing as 3 – ‘Requires Improvement’:

- Health and Social Care
- Skills Technical

Policies and processes continued to be applied consistently and fairly. The College had a welcoming atmosphere that enabled learners to feel safe and learn.

There was a strong tutorial programme which enabled development and delivered employability skills. A key focus was to increase attendance across all areas, both vocational and English and maths. There were still concerns in roofing, particularly in terms of where the end point assessment could take place and, in some instances, employers had not wanted to release employees to undertake them. Awarding organisations were looking to remove the qualification from the standard as learners were leaving when they achieved the qualification and had not continued to complete the end point assessment.

The key change from the previous update was the change from 'Red' to 'Amber' for English and maths.

It was noted that some Board Members did not fully understand the reporting aspects of T Levels with a request for further information to be brought to the next Board meeting with the data reported separately to the 16-18 study programmes.

ACTIN :

- Clerk /Board Agenda
- T Level data to be shown as a separate reporting item.

It was RED that the College KPI Dashboard be noted.

2.6 M

The Assistant Principal of Curriculum, Stakeholder and Student Services presented the Maths and English Update. The following key points were highlighted:

- The College focused on a one grade improvement that was a large step for learners. Grade improvement was the measure of progression with some learners that had a starting point of a Grade 1 or 2.
- Attendance had improved since last academic year but was not aligned to that of the vocational areas. New curriculum leaders for English and maths were in place and would hold attendance and progress monitoring meetings with Heads and curriculum leaders to ensure interventions and actions were robust and had the intended impact.
- Documents for English and maths were used to inform curriculum areas of the key themes and topics to be covered each term to ensure that vocational teachers could contextualise the topics in lessons.
- In the November resits, 55% of learners achieved a Grade 4 or above in maths and 33.3% achieved a Grade 4 or above in English.

It was RED that the English and Maths Update be noted.

2.7* RD IE M S

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Members had received and reviewed the Annual Modern Slavery Statement for publication on the College's website.

The report provided an update on key areas of HR activity, including data on disciplinary and grievance cases, performance management and mental health first-aid training.

It was RES that the Mid-Year Human Resources Report be noted.

(j) GENDER PAY ANNUAL REPORT

Members had received and reviewed the Gender Pay Annual Report.

The report provided the following key information:

The College pay gap for 2022 was 10.04% (mean), this was a slight deterioration from the previous year (8.55%), but remained significantly below the national average for the same period which was 14.9%. The College median figure had moved to 11.73% from 7.90%, indicating that the overall gender pay gap between men and women had increased. This was due to the natural ebb and flow of the staff turnover and reflected the mix of staff leaving and joining the organisation.

It was RES that the Gender Pay Annual Report be noted.

(iv) HE SELF EVALUATION DOCUMENT

Members had received and reviewed the HE Self Evaluation document.

The document provided an update on the 0.004 Tw 00oTw 14.902 0 Td5Tw -31.522 -2 (hat)TJ0 hat

The Clerk put forward a recommendation for the re-appointment of Mr Chris Ball for a second and final period of tenure from 3 April 2023.

It was RSD on the recommendation of the Search & Governance Committee that approval be given to the re-