

# MINUTES

## **BOLTON COLLEGE BOARD**

**Minutes for the meeting held on Tuesday 9 February 2021 – (PART A)**

**Time: 5.00pm**

**Venue: Via Zoom Conference Call**

**Members present:**

Dr Andrew Roberts (Chair)  
Mr Andrew Fawcett (Vice Chair)  
Dr Chris Ball  
Mrs Gulnaz Brennan  
Dr Adrian Brooks  
Ms Rebecca Davison  
Mrs Kate Flood  
Mr Dave Haslam  
Professor George Holmes DL  
Dr Kondal Reddy Kandadi  
Dr Sue Lomax  
Ms Stephanie Nixon  
Mr Tony Unsworth  
Dr Gill Waugh  
Mr Bill Webster (Principal)

**In Attendance:**

Mr Mark Burgoyne (Deputy Principal)  
Ms Joanne Green (Director of Quality)



## **1.7 (ii) Standards & Performance Committee of 20 January 2021**

Members had received the minutes of the meeting held 20 January 2021.

It was noted that overall achievement during 2019/20 was strong, taking into account the impact of the pandemic.

It was **RESOLVED** that the minutes be received as detailed.

## **2. SECTION B - COLLEGE MATTERS**

### **2.1 PRINCIPAL'S REPORT**

The Principal presented the eleventh report under th  
which provided an overview of key issues. He highlighted the following points:

#### **Coronavirus (COVID-19)**

Conditions remained challenging due to the ongoing impact of COVID-19 and the frequently changing guidance from DfE and other bod93.35 reW\* nBg.1(





**Governor Questions:**

What would the financial surplus look like ?

The non-pay improvements would be c. £300-£330k and potential growth would be c. £120k. This should bring the budget back in line with the original forecast. There may also be a significant receipt from the business interruption grant. COVID-19 was likely to impact as much in 2020/21 as it had in 2019/20 and there was no rationale to spend more than in the previous year.

Was there confidence that all the necessary controls were in place to address

Yes. Every purchase order over £5k required the approval of the Executive Director of Finance.

What was the percentage of the non-pay cost savings (of c. £300-£330k) in relation to the annual non-pay costs?

This was around 10%.

**ACTION:** ADA demonstration to be included at the Governor Training Day on 20 April 2021 or at a future Special Meeting of the Board.

**Clerk**

It was **RESOLVED** that the Financial Update (including loan covenants) be noted.

**2.4 COLLEGE SELF-**

in all areas (not just curriculum areas), and also business engagement?  
It was agreed that these points would be included in the report.

**ACTION:** Report to be updated to make source and date of demographic more prominent within the report and to strengthen references to partnership and business engagement.

**DIR Q**

It was **RESOLVED** that the Self-Assessment Report (SAR) 2019/20 be further scrutinised by the Standards & Performance Committee.

## **2.5 SAFEGUARDING REPORT**

their training, with a further 25 staff members to be trained. The potential to roll this out into the curriculum as an income generating initiative would be further explored.

Was there any particular reason why there were clusters of safeguarding cases amongst Asian/Pakistani students?

This was largely a result of cultural issues and the College worked closely with students and their parents to mediate any issues.

What percentage of students were from a BAME background?

It was confirmed that around 52% of students were in this category.

**ACTION:** Further consideration to be given to embedding Mental Health First Aider Training into the curriculum as an income generating initiative, ensuring there was no conflict with Alliance Learning in terms of the delivery.

It was **RESOLVED** that the Safeguarding Report be noted and the actions therein endorsed.



**(i) ANNUAL MODERN SLAVERY STATEMENT**

Members had received and reviewed the Annual Modern Slavery Statement for

