

3 July 2025 at 4.30pm

Bridgend Boardroom and via Google Meet



Mae'r ddogfen hon ar gael yn Gymraeg / This document is available in Welsh

PRESENT:

Emma Adamson - Chair
Viv Buckley - Principal/CEO
Joe Castle
Lisa Dobbs - Staff Governor
Marion Evans - Staff Governor
Ben Fisher - Student Governor
Tomos Owen
Lloyd Powell
Stephne Puddy
Susan Smith
Helen Verity
Shelley Wyatt-Williams

IN ATTENDANCE

Joe Baldwin - Deputy Principal (Future Generations)
Nicola Eyre - Clerk
Andrew Gibbs - Deputy Principal (Resources)
Catherine Luff - Director of People
Matthew Rees - Vice Principal (Work Based Learning and Commercial Activity)

The meeting opened at 4.30pm.

Generative AI (Google Gemini) was used to help draft these minutes.

1. CHAIR'S WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed everyone to the meeting.

Apologies for absence were noted from Charlize Cosker (Student Governor), Ceri Dixon, Hayden Llewellyn, Claire Marshall, Noah Murray (Student Governor) and Joanne Oak.

Ben Fisher and Tomos Owen agreed to feed back on the Values Checker at the end of the meeting.

2. DECLARATIONS OF INTEREST

None

The Chair thanked the Clerk and SLT for all of their hard work and for the quality of the papers this year.

3. MINUTES OF THE GOVERNING BODY MEETING HELD ON 15 MAY 2025

The minutes of the Governing Body meeting held on 15 May 2025 were approved as an accurate record of the meeting.

4. MATTERS ARISING

4.1 ACTION TRACKER

There were four actions on the Action Tracker:

- Action 1 - Redacted
- Action 2 - Presentation on Sustainability - not yet due.
- Action 3 - Sharing of the Anti-Racist Action Plan and presentation - completed.

The members noted the update.

5. PRINCIPAL'S UPDATE

The Principal thanked the members who had attended the Student Awards ceremony the previous week and also thanked the Deputy Principal (Future Generations) for his excellent compering of the event. The Principal commented that the Awards evening acts as a reminder of why staff and governors do what they do and how it is one of the highlights of the year celebrating learner success.

The following update was given:

- A USW Partnership Conference has been held recently which brought together like-minded educational providers.
- The College jointly ran an event with the Royal Welsh College of Music & Drama and National Youth Arts Wales to explore how arts training can be made more inclusive and accessible for young people.
- A Quality Day had been held earlier that week and a Professional Learning Day was taking place the day after the meeting focussing on "The Value of Values".
- The predicted successful completion rates are excellent:
 - Redacted
- The College has been ranked 9th in the United Nations Sustainable Development Goals Teach In pledge (out of 1,028 educators taking part). The College was given a special "shout out" for being newcomers and making the top 10 leaderboard.

The Chair thanked the Principal for the update and commented that it is highly commendable that the College was placed 9th in the Teach In pledge leaderboard, especially being amongst universities who have much larger budgets and resources.

The Chair thanked everyone involved for the consistency applied across all curriculum areas and learning groups which is resulting in a high quality experience for all learners.

6. PRESENTATION - VISIT TO SAN FRANCISCO

The Vice Principal (Work Based Learning and Commercial Activity) gave an overview of the visit that he and the Director of Data and Digital Infrastructure made to San Francisco to further develop links within AI:

- Redacted

- Redacted

- Visits were made to fantastic places such as Stanford University, Helios (Middle) School, the Google campus and intel where possibilities seem endless.
- The key takeaways from the visit were about being present in meetings, how young people can be involved in 'passion' projects, consideration of a 'Problem in a Box' idea, the need to be solutions focussed and overall, to be ambitious.

The Principal added that this trip, as well as the many other Taith-funded international visits this year, will make a real difference at the College. The Vice Principal (Work Based Learning and Commercial Activity) commented that one of the other main benefits of the visit was spending time with the Director of Data and Digital Infrastructure over the course of the week that they both wouldn't normally get to do.

The Student Governor said that he liked the 'Project in a Box' idea and that learners should be involved in these types of activities and initiatives.

One of the newer governors commented that he has been very impressed over the past six months with what the College is doing to 'Be All That You Can Be' and how there is always ambition to do more. He gave the example of visiting some of the best organisations in the world.

Redacted

The Chair thanked the Vice Principal (Work Based Learning and Commercial Activity) and said that his excitement and passion for innovation was very evident.

7. SAFEGUARDING UPDATE

The Deputy Principal (Future Generations) gave a brief update and the Governing Body agreed to have a full review of the 2024/25 academic year in the October meeting when the Safeguarding Annual Report and Safeguarding Policy are presented.

The following was noted:

- Redacted

- There is a growing need amongst the learners and this is reflected in the data.

- Redacted

A member requested that the percentage of learners is included in future reports alongside the absolute numbers in order to gauge the demand for services.

Redacted

The Chair requested that the Governing Body receives further information about the trauma informed approaches adopted by the College (**ACTION - JB/CL**).

The Chair highlighted and thanked the Independent Living Skills learners and staff from Clwb Coffi for operating Big Bocs Bwyd. It was noted the equivalent of nearly 9,000 meals had been provided free or on a pay-what-you-can basis this academic year for staff and learners which has been incredible. The Chair requested that the Governing Body also receive a presentation from the Clwb Coffi team to understand how the ILS learners are supported (**ACTION - JB**)

8. GOVERNANCE MATTERS

The Clerk presented the following:

Matters for Approval

- The Governing Body approved the use of the Corporate Seal for the Deed of Variation of the Easement with Wales & West Utilities. The Seal was applied at the end of the meeting and was signed by the Chair and Principal.

Matters for Noting

1. The Corporate Seal was applied to the lease with BCBC for the MSCP site on 6 June (approval received in the meeting held on 15 May).
2. The centenary celebrations/Festival of Horticulture/Open Day held on 7 June was a big success.

The Chair commented that the event was very well attended and inclusive. A special thank you was given to the Marketing and Welsh teams as they had been at the Urdd Eisteddfod just prior to this event. Susan Smith also gave her feedback on the open day and how much she had enjoyed it.

3. Student Governor Destinations Conference - Ben Fisher and the Clerk attended this event held in the Burberry HQ in London at the end of June and Ben received a certificate for being shortlisted for the Student Governor of the Year Award.

Ben told the Governing Body that it was his first time in London and that he had lots of fun. He commented that the panel discussion was brilliant and that he found the whole day inspirational. The Deputy Principal (Future Generations) informed the members that Shelagh Legrave, FE Commissioner in England, had sent him a message to say that she had met Ben on the day and how exceptional he was.

4. The Chair ran a workshop 'Ten years, one vision: Embedding board diversity to help everyone 'Be All That You Can Be' at Bridgend College' at the AoC Governor Summit and gave an overview of the session.

The Chair explained that she shared the College's approach of being values-led and the importance of new members being the right fit for the Governing Body and College.

5. Student Awards Ceremony - this had been discussed above.
6. Appointment of student governors for 2025/26 - this is ongoing.
7. ColegauCymru Training - Work Based Learning - the recording and slides have been uploaded onto Shared drive

The Chair thanked the Clerk for the update.

9. COLLEGE POLICIES - HEALTH & WELLBEING

The Director of People explained that this policy had been recommended for approval by the Resource Planning Committee.

The following were noted:

- This version of the policy is an iteration of the original policy but it now includes learners, staff and the community as well as staff.
- There are references throughout the policy to the Wellbeing of Future Generations Act, the seven wellbeing goals and the Welsh Government's (WG) Mental Health and Wellbeing Strategy.
- It is designed to be a high level document which is supported by documentation and signposting underneath it.

The Governing Body APPROVED the Health & Wellbeing Policy.

10. 2025-30 STRATEGIC PLAN

The Principal explained that all of the comments received during the feedback sessions and via email have been incorporated into this final draft.

It was noted that the Internal Auditors have audited the strategic planning process and have reported that there are high levels of assurances.

The Principal informed the members that the success measures for 2025/26 need to be agreed as there are only broad aims included in the Strategic Plan e.g. achievement of the Strategic Estates Plan. The Principal explained that the supporting documents will become public documents as they will be linked in the Strategic Plan and this will drive continuous improvement.

One of the members who joined the online feedback session said that it was a great session attended by a broad range of people from the College who really challenged and bought into the aims of the Strategic Plan. The Chair thanked the Principal for all of her work in formulating this plan which commits the College to the aims of a prosperous Wales and a fair and equal Wales for future generations.

The Governing Body APPROVED the final draft of the 2025-30 Strategic Plan and agreed that the publication draft will be reviewed before going live.

A short comfort break was held

11. REDACTED

12. REDACTED

13. MANAGEMENT ACCOUNTS, QUARTERLY UPDATE AND FINANCIAL KPIS

Redacted

It was requested that the Governing Body/Resource Planning Committee receives further information on the initiatives that the College uses to support learners (**ACTION - JB**).

A discussion was held about the intercompany loan with Engage which has been fully provided as it is not expected to be repaid in the foreseeable future.

The Chair thanked the Deputy Principal (Resources) for the update **redacted**

The Governing Body APPROVED the following:

1. The Management Accounts, May Forecast and Financial KPIS

2. **Redacted**

14. COLLEGE BUDGET FOR 2025/26

The Resource Planning Committee (RPC) had reviewed the draft budget for 2025/26 in its meeting held on 19 June 2025 and recommended it for approval. **Redacted**

The Deputy Principal (Resources) presented the following information:

Redacted

Redacted

Redacted

The Chair thanked the Head of Finance and his team for their efforts in compiling this budget.

The Governing Body APPROVED an operating budget of **redacted**

15. INTERNAL AUDIT PLAN FOR 2025/26 AND THE INTERNAL AUDIT CHARTER

The Deputy Principal (Resources) presented the Internal Audit Plan for 2025/26 and Internal Audit Charter that had been recommended for approval by the Audit Committee.

It was noted that there is a three-year rolling programme for internal audits in place and the plan is flexible to meet the changing needs of the College. **Redacted**

The Governing Body APPROVED the Internal Audit Plan and Internal Audit Charter for 2025/26.

16. EXTERNAL AUDIT PLAN FOR 2024/25

The Deputy Principal (Resources) presented the External Audit Plan for 2024/25 that had been recommended for approval by the Audit Committee. It was noted that the timeline has been agreed for the fieldwork and meetings.

The Governing Body APPROVED the External Audit Plan for 2024/25.

17. TOWN CENTRE CAMPUS UPDATE

The latest drone footage of the town centre campus was shown to the members. This has also been shared internally and externally on the College's social media channels.

The Deputy Principal (Resources) presented the following information:

- The project is now in week 69 of a 126-week programme.
- Construction of the concrete frame is at full height in three-quarters of the site.
- The ground investigations work has started on the site of the former multi-storey car park; this will take 10 weeks.
- The cladding is starting to be applied to the side of the building.
- **Redacted**
- Staff site visits are planned in July and August and members are invited to attend one of these. (**ACTION** - the Clerk is to circulate the dates).
- **Redacted**

The Staff Governors were asked for their feedback on the project and it was noted that there is a lot of excitement, some apprehension and also some concerns around car parking. The Student Governor said that his younger sister is looking to apply to start in September and is very excited by the new town centre campus and the STEAM Academy. He added that the town centre campus is in a great location for public transport links.

The Governing Body noted the update.

18. CORPORATE KPIS AND BALANCED SCORECARD

The Governing Body noted the Corporate KPIS and Balanced Scorecard which were both very positive and had improved throughout the year.

It was also noted that discussions will need to take place early in the next academic year about what the KPI measures will be for 2025/26 onwards.

19. MEDR CONSULTATION - NEW REGULATORY SYSTEM

The Principal presented the following information about the Medr Consultation:

- The aim of Medr is to bring the regulation of all post-16 education under one umbrella.

Redacted

The Chair requested that if any members have any comments that they'd like included in the College's consultation response, to send them to herself and the Clerk by close of play on 10 July.

20. COMMITTEE MINUTES

20.1 Audit - 2 June 2025

The Governing Body RECEIVED the minutes of the Audit Committee meeting held on 2 June 2025.

20.2 Curriculum & Quality - 12 June 2025

The Governing Body RECEIVED the minutes of the Curriculum & Quality Committee meeting held on 12 June 2025.

20.3 Resource Planning - 19 June 2025

The Governing Body RECEIVED the minutes of the Resource Planning Committee meeting held on 19 June 2025.

21. ANY OTHER BUSINESS

Ben Fisher was presented with a Certificate of Achievement and gift voucher for his role as a Student Governor this year. The Chair thanked Ben for his exceptional attendance, his outstanding leadership with other learners and his contributions at meetings.

22. VALUES CHECKER

- There were excellent contributions at the meeting and the College's values of being passionate, inspirational, innovative, inclusive and a team player were very evident. There was a strong focus on the College's people and their communities in all discussions.

The Chair thanked everyone for attending and the meeting closed at 6.53pm.