

**Tuesday 18<sup>th</sup> June 2024 at 5.30pm  
Remote Online Meeting**

**Part Two Minutes (Unrestricted as of 1<sup>st</sup> October 2024)**

**Present:**

Michael Belfourd – Chair of the Committee/Foundation Governor  
Sarah Medicoff - Foundation Governor  
Nader Sheta – Chair of Governors/ Foundation Governor  
Graham Thompson – Principal

**In attendance:**

Clare Baskott - Clerk to Governors  
Ciaran Graham – Associate Principal (Observer)  
Anna Mason – Support Staff Governor  
Margaret Searle - Director of Finance & Resources  
David Wright – National Leader of Governance

The meeting was quorate.

The reports had been circulated prior to the meeting.

**Confidential item 1 - IT**

The Principal explained that the college was currently exploring the option of an outsourced IT service for the forthcoming academic year. An external review had taken place.

Ten expressions of interest had been received and the Principal and Chair of Governors had met with six of the representatives. Governors were invited to attend the tendering process, where five companies will be invited to present.

The Principal explained that outsourcing of IT had been discussed by the Governing Body previously, but had been put on hold due to the Covid-19 pandemic.

The Principal outlined the on-going issues in the IT department.

The current IT team were aware that the service may be put out to tender.

The Principal had been liaising with other colleges who had been through a similar process and an external consultant was also assisting with the process.

A robust discussion took place about the potential risks if the service was inferior to the current IT offer. The Principal reported that the annual staff survey always reported the college's IT service as being poor. Another risk was to the college's cyber security if the current arrangements continued.

**Governor question: Have you asked for a like for like replacement, or for a cloud system?**

**Response: Several of the companies have recommended a cloud-based system to make improvements to our IT infrastructure.**

**Governor question: Will the college be entitled to penalty payments if they do not meet their requirements?**

**Response: Yes, and these will be discussed in the weekly and monthly SLT meeting.**

It was noted that the Principal will email the Committee a summary of the recommendations, following the presentations on Friday 21<sup>st</sup> June 2024, for consideration. It was expected that the college will transfer to the preferred supplier on 1<sup>st</sup> August 2024.

A discussion took place about the importance of taking up references for any potential suppliers.

**Signed: \_\_\_\_\_ Date: \_\_\_\_\_**  
**Chair of the Committee**