

1. PRESENT

David Earnshaw (Chair), Daran Bland, Gavin Booth, David Fannin, Claire Foster, Nick Hodgkiss, Jurate Matulioniene, Sandra Williamson, Nick Worth and Fiona Wrisberg.

Also in attendance: Janet Hemmant (Clerk to the Corporation), Jen Durrant (Executive Director: People), Debbie Holland (Chief Operating Officer), Abid Hussain (Assistant Principal: Student Experience) and Matt Smith (Deputy Principal).

Apologies for absence were received from Daniel Elkington, Heather Lee and David Parnell.

Meeting attendance: 71%

2. PRESENTATION: REVIEW OF RECRUITMENT, FUNDING AND CHANGES IN CURRICULUM OFFER

Debbie Holland and Fiona Wrisberg gave a presentation on recruitment, funding and changes in the college's curriculum offer.

Nick Worth commented that it was good to see growth in key areas for business and a discussion took place about timescales for devolution. Daran Bland asked about plans for progression from entry level in health and social care and Fiona gave an explanation of this. Claire Foster advised that the plans reflected demographics and what learners need. Abid Hussain outlined some issues which had been dealt with regarding mental health and it was explained that a different approach was being taken to courses at level 1 and below. Discussion took place about the English and maths requirements where anticipated growth in demand for English and maths had been exacerbated by grading issues. Fiona commented that there was a high demand for resits this academic year.

David Fannin asked about the choice of courses for T level rollout and Matt Smith explained that, since this predated curriculum planning, the focus was on national priorities. This focus may change following curriculum planning. David Earnshaw asked whether it was possible to identify which shifts were trends and which were one-off movements since this had implications for space and other resources. Matt explained that the curriculum plan is informed by market intelligence and feeds into cross college planning and that the governors' view of this is key to determining the colleges strategy. Claire commented that it is very difficult to predict trends but this will be one of the issues discussed at the planned Strategy Day.

Gavin Booth asked how much earning growth was due to shifts in funding levels as opposed to a general funding increase. It was confirmed that funding levels for some provision was up and some reduced. Claire commented that a strategic approach is taken to which provision is to be offered and Fiona commented that the Learning Leads' understanding of their industries helps with the planning.

3. MEMBERSHIP

Members reviewed an application from Mike Gildersleeves which was recommended by the Search and Governance committee. It was agreed that he should be appointed as a member of the Corporation for a four-year term commencing at the December 2024 meeting. It was noted that elections for student governor nominees had taken place and appointments would be confirmed in December.

4. MINUTES AND MATTERS ARISING

a) Corporation - 3 July 2024

The Minutes of the meeting held on 3 July 2024 were reviewed and approved as a correct record.

b) Search and Governance Committee - 23 September 2024

The Minutes of the meeting held on 23 September 2024 were reviewed.

c) Finance and Resources Committee - 23 September 2024

The Minutes of the meeting held on 23 September 2024 were reviewed.

Gavin Booth commented on the committee's focus on the adult education budget. He highlighted the committee's proposed performance targets which reflect its priorities. David Earnshaw commented on the need to look at any issues relating to pay levels when considering the Corporation's priorities and targets.

d) Standards Committee – 25 September 2024

The minutes of the meeting held on 25 September 2024 were reviewed.

Daran Bland advised that the committee had received a good report on apprenticeship provision. Reports received by the committee had been data rich providing information on achievements and a range of KPIs. The committee had noted a downturn in the number of complaints received which reflects the college's systems and processes. The committee had also received a briefing on TLA processes. Scrutiny of apprenticeship delivery including compliance is to be a focus for this year.

David Earnshaw asked how outcomes compared with national figures and Matt Smith advised that they were in line regionally but slightly behind nationally. Daran commented that the Standards committee gets a very clear picture of performance.

5. REPORTS

a) Principal's

Members received a report from the Principal on sector and college issues.

Claire Foster gave members an update on the AOC pay recommendations and it was noted that the college hopes to be in a position to review this midyear. Movement of FE teachers into schools is being seen.

A discussion took place about devolution and some concern was noted about the choice of the base year for adult funding. The strategic plan will be reviewed at the governors' Strategy Day at the end of October.

Claire gave members information on the funding position relating to Haven Wharf and David Fannin asked if members could have a look at the site. It was agreed that this could be arranged when the time is appropriate. ●

b) Finance and Risk Management

Members received a report from the Chief Operating Officer which included the draft accounts position at 31 July 2024, the LGPS valuation and the risk register.

The draft Risk Management policy was provided for review prior to approval by the Audit committee. Members noted that there were likely to be some minor changes to the outturn position.

c) Governance

Members received a report from the Clerk to the Corporation.

Committee vacancies were noted.

Performance against Corporation and committee targets for 2023-24 was reviewed and the committee proposed targets for 2024-25 were agreed. Daran Bland suggested that the Standards committee would review how it sets and monitors college performance targets to ensure the Corporation has clear sight of how the college is performing against national benchmarks. ●

A discussion took place about the Corporation's 2024-25 targets and it was agreed that these should be:

- 80 % attendance
- Monitor the implementation and impact of the recommendations from the external governance review
- Develop a strategy for adult education which optimises opportunities created by devolution and the changing environment in which the college operates
- Develop and implement a new Strategic Plan
- Maintenance of £1.5m cash reserve

Members reviewed the Corporation's decision-making processes and confirmed that they remained appropriate.

d) Health and Safety

Members received the Health and Safety Annual Report from the Head of Health and Safety which was presented by the Chief Operating Officer.

It was noted that there were increasing numbers of first aid requests relating to incidents which had occurred outside of the college and members discussed the causes of this. The role of the Health and Safety Hub was noted as was the incidence of self-harm linked to mental health.

e) Safeguarding and Wellbeing

Members received a report from the Assistant Principal: Student Experience.

David Earnshaw asked about a reported increase in MACE referrals and noted that there had been a referral relating to a prospective student. Abid Hussain explained that this was part of the planning for transition into college. In response to a query from Sandra Williamson, it was confirmed that the data presented reflected the number of concerns raised since the beginning of the current academic year. Claire Foster proposed that keys to the data presented should be clarified and Gavin Booth suggested that it would be helpful for a note explaining what was being covered in each section. ●

Daran Bland asked about staff still not registered on MyConcern. Members were advised that this was only a small group of staff most of whom only came into college intermittently. Nick Worth commented that the new system appeared to be easier to use and Claire confirmed that it was an important step forward. Abid told members that

it provides a level of trust that action is being taken because incidents can be logged in front of learners.

f) AOC Equity, Diversity and Inclusion Charter

Members received a report from the Assistant Principal: Student Experience about the proposed adoption of the AOC Equity, Diversity and Inclusion Charter.

Claire Foster noted that the Charter included targets which must be reflected in college from Board level down. Members agreed to support adoption of the Charter and to create an action plan which could be monitored as part of the Corporation's action plan.

g) Learner Views

Members received a report from the Assistant Principal, Quality, Performance and Standards which was presented by the Assistant Principal: Student Experience.

Members noted that the start of year survey was underway and asked about response rates. It was reported that response levels for apprenticeships was not good. Survey responses are being chased with managers and success coaches have been asked to ensure that surveys are completed through tutorials.

h) OfS Reportable Events

Matt Smith confirmed that there was nothing to report.

i) Lincolnshire ICS and Education Strategic Partnership Agreement

Members received a report from the Principal on the proposed Lincolnshire Integrated Care System and Education Partnership.

David Fannin asked about the intended outcome of this and Claire Foster confirmed that it was a way of ensuring that the college would be supporting the right training opportunities for the care sector. Sandra Williamson commented that local training will save on travel and suits the needs of the local community. Members felt that the proposal aligned with the colleges strategy and was a significant opportunity. Jurate Matulioniene commented on the importance of mental health support for the local community.

Members agreed to support the college's involvement in this initiative and Claire confirmed that the Corporation and committees will be updated as it progresses ●

6. ACTION LOG

Members reviewed progress made against items in the action log. It was agreed that the action point on mental health reporting should be updated. ●

7. NEXT MEETING

It was noted that the next meeting of the Corporation will take place on 11 December 2024 and that a Strategy Day will take place on 30 October 2024.