



Non-Confidential Minutes

Corporation

Monday 15th May 2023

At City Hub, Nottingham, NG1 7HB and via Microsoft Teams

Present:	Carole Thorogood (Chair) (CT))	
	Sarah Akhtar (SA))	
	Simon Bedford (SB))	
	Anja Beriro (AB))	
	Mary Carswell (MC))	
	Andy Griffin (AG))	
	Patricia Harman (PH))	External governors
	Andrew Simpson (AS))	
	Helen Smurthwaite (HS))	
	Sharon Townes (ST))	
	Andrew Unitt (AU))	
	Steve Wooler (SW))	
	Janet Smith (JS)		CEO/Principal
	Kirsty Bailey (KB)		Staff governor
	Liam Sewell (LS)		Staff governor
In attendance:	Andrew Comyn (AC)		CFO/Deputy CEO
	Mohammed Ramzan (MR)		Deputy Principal
	Lisa Wilson (LW)		Executive Director Employer Services
	Rachel Robson (RR)		Director of Governance
	Jo Welham (JW)		Governance and Corporate Support Manager

1	WELCOME AND APOLOGIES 152 The Chair welcomed all to the meeting. Apologies were received from Caitlin Duffield, Jon Hawley, Henry Icke, Angela Kandola and Liz Mossop.
2	DECLARATIONS OF INTEREST 153 Interests declared: <ul style="list-style-type: none"> ▪ JS - CEO/Principal Nottingham College <ul style="list-style-type: none"> - Trustee and Board Member of Skills and Education Group (SEG), awarding organisation and charity - Ofsted Inspector - Member of D2N2 LEP Principals' Group • RR – governance consultant Stone King • AB – law firm acts for a college subcontractor <p>No other declarations of interest were received in relation to matters on this agenda.</p>
3	MINUTES OF THE PREVIOUS MEETING 3.1 Minutes

	<p>154 The Board reviewed the non-confidential minutes from the previous meeting on 27th March 2023 (distributed as CORP.150523.002). The Board resolved that the minutes be approved as a true record.</p>
4	<p>ACTIONS AND MATTERS ARISING</p> <p>4.1 Action tracker</p> <p>155 Governors reviewed the Open Action Tracker (distributed as CORP.150523.003):</p> <p>27.03.23 Action 1 – not yet due</p> <p>27.03.23 Action 2 - To further progress the review in line with any recommendations flowing from the development session – action complete</p> <p>27.03.23 Action 3 – Chair collaboration meeting – action ongoing</p> <p>27.03.23 Action 4 – Draft accountability agreement, review report and action plan – on this agenda, action complete</p> <p>27.03.23 Action 5 – update to L and Q committee on the draft accountability agreement and action plan – action complete</p> <p>27.03.23 Action 6 – final proposed review report and accountability agreement – cannot be completed until collaboration activity (action 3, above) has taken place – action partially complete</p> <p>27.03.23 Action 7 – updated gender pay gap information – attached to action tracker, action complete</p> <p>4.2 Matters arising</p> <p>156 There were no matters arising.</p>
5	<p>LSIP, DUTY TO REVIEW AND ACCOUNTABILITY AGREEMENT</p> <p>157 Governors reviewed the draft review report and Accountability Agreement (distributed as CORP.150523.004). The board has a statutory duty to review regularly how well the education and training the college provides meets local skills need, as discussed at the board development session on 27th March. Governors noted the duty to review report and that the final version will be presented for approval following the release of the full LSIP in July 2023.</p> <p>158 The Chair of the Learning and Quality Committee reported that governors had debated who the college should be liaising with over the duty to review at its last meeting and that the college should be as co-operative as possible with other local providers, especially where there is overlap in provision. JS reported that the college is attempting to collaborate but there is a lack of readiness within the sector locally at present.</p> <p>Action: LW to ensure a glossary of acronyms is added to the accountability plan.</p> <p>Governors resolved to approve the Accountability Agreement for submission to the DfE by the deadline of 31st May 2023.</p>
6	<p>MEETING DATES</p> <p>159 Governors received the proposed meeting dates for the 2023-24 academic year (distributed as CORP.150523.005). The membership of each committee will be confirmed at the board meeting in July.</p> <p>160 The Board resolved to approve the meeting dates as presented in the paper.</p>
7	<p>AOB</p> <p>161 There were no items of AOB.</p>

8	DATE OF NEXT MEETING 162 The next Board meeting will take place on 3 rd July 2023.