



Part 1 Non-Confidential Minutes

Corporation

Monday 26th April 2021

via Microsoft Teams

Present:

| | | | |
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| Carole Thorogood (Chair) | (CT) |) | |
| Anja Beriro | (AB) |) | |
| Mary Carswell | (MC) |) | |
| Andrew Dickinson | (AD) |) | |
| Richard Donovan | (RD) |) | |
| Andy Griffin | (AG) |) | |
| Patricia Harman | (PH) |) | |
| John Hawley | (JH) |) | External governors |
| Mike Green | (MG) |) | |
| Allen Motsi | (AM) |) | |
| Sharon Townes | (ST) |) | |
| Andrew Unitt | (AU) |) | |
| Michael Wisher | (MW) |) | |
| Nick Proverbs | (NP) |) | Staff governor |
| Liam Sewell | (LS) |) | Staff governor |
| Henry Icke | (HI) |) | Student governor |

In attendance:

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| Richard Allanach | (RA) | Interim Chief Finance Officer |
| Andrew Comyn | (AC) | CFO/Deputy CEO Designate |
| Karen Sanders | (KS) | Director of OD/HR |
| Jo Welham | (JW) | Governance and Support Services Manager |
| Robert Griffiths | (RG) | Transformation Director |
| Lynne Craig | (LC) | Interim Vice Principal |
| Lisa Wilson | (LW) | Group Director for Apprenticeships & Employer Services |
| Rachel Wadsworth | (RW) | Director of Curriculum Operations |
| Ruth Perry | (RP) | Director of Quality & Performance |
| Rachel Robson | (RR) | Clerk |
| Mike Firth | (MF) | ESFA |

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| 1 | <p>APOLOGIES</p> <p>333 The Chair welcomed all to the meeting. Apologies were received from John van de Laarschot, Claire Brooks, Neghat Khan, Andrew Simpson and Simon Kirby.</p> |
| 2 | <p>DECLARATIONS OF INTEREST</p> <p>334 Interests declared:</p> <ul style="list-style-type: none"> • ST - relatives who are students at the College. |

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| | <p>335 No other declarations of interest were received in relation to matters on this agenda</p> |
| 3 | <p>MINUTES OF THE PREVIOUS MEETING</p> <p>3.1 Minutes</p> <p>336 The Board reviewed the minutes from the previous meeting (distributed as CORP.260421.002). The Board resolved that the minutes of the meeting held on 29th March 2021 be approved as a true record and signed by the Chair.</p> <p>3.2 Actions and Matters Arising</p> <p>337 Governors reviewed the Open Action Tracker (distributed as CORP.260321.003), it was noted that no actions were scheduled to be progressed at this meeting. There were no matters arising.</p> |
| 4 | <p>TEACHING, LEARNING AND QUALITY</p> <p>338 LC took the Board through the key points of the Quality Improvement Plan Update Report (distributed as CORP.260421.004). She highlighted the initial activities and impact of those that had taken place since she started in post in February.</p> <p>339 A governor queried when the next Ofsted monitoring visit would be likely to happen. LC suggested that the visit would probably not happen until October at the earliest. Governors were pleased to note the greater emphasis being placed on the impact of actions taken, the need to focus the use of resources was highlighted as it was noted that not all areas would require the same resource to develop as needed.</p> <p>340 A governor noted the digital upskilling for staff that had taken place and questioned the position with progress in improving IT and the student experience. LC confirmed that now the staff training had been completed the plan to improve the infrastructure was now being discussed at ELT and would come to the Board.</p> |
| 5 | <p>AUDIT COMMITTEE FEEDBACK</p> <p>341 AD (Chair of Audit Committee) explained the background behind the paper requesting reappointment of the internal auditors (distributed as CORP.260421.005). He noted the priority had been to a tender process this year for external audit, the importance of confirming the internal audit service for 21/22 without delay to ensure that work commenced on the Internal Audit Plan for approval in the current term and stability for the College. The recommendation of the Audit Committee is to re-appointment KMPG for the 21/22 year and to conduct a tender process for 22/23 onwards.</p> <p>The Board resolved to approve the recommendation of the Audit Committee that the College internal audit contract remains with KPMG for the 21/22 academic year and that a tender process is undertaken during 21/22 for 22/23 onwards</p> |
| 6 | <p>AOB</p> <p>342 None</p> |
| 7 | <p>DATE OF THE NEXT MEETING</p> <p>343 The date of the next meeting confirmed as Monday 24th May 2021</p> |