

NOTTINGHAM COLLEGE

CORPORATION MEETING

Minutes of the meeting held on 24 February 2020

Present:	Carole Thorogood (Chair))	
	Anja Beriro)	
	Mary Carswell)	
	Andrew Dickinson)	External governors
	Mike Green (by telephone))	
	Andrew Unitt)	
	Michael Wisher)	
	John van de Laarschot)	Chief Executive Officer
	Becki Pate)	Staff governor
	Liam Perkins)	Staff governor
Claire Brookes)	Student governor	

In attendance:	Ian James	Clerk to the Corporation
	Philip Briscoe	Principal (Curriculum & Education)
	Jo Clifford	Principal (Finance)
	James Whybrow	VP Partnerships, Apprenticeships & Enterprise
	Tom Dick	Executive Director Curriculum Delivery & Development
	Lauren Waters	Interim Executive Director Academic, Adult & Quality
	Zoe Butler	Director of Customer Experience
	Karen Sanders	Interim Director of OD/HR
	Simon Kirby	Director of Marketing and Communications
	Richard Williams	Director of Funding & MIS (for minutes 135/6)
Mike Firth	ESFA	

PART 1

APOLOGIES FOR ABSENCE

131 Apologies were received from Philip Crompton, Richard Donovan, Jonathan Hawley and Shauna Hipkiss.

DECLARATION OF INTERESTS

132 There were no declarations of interest.

MINUTES

133 **Resolved** that the minutes (Part 1) of the meeting held on 9 December 2019 be approved as a correct record and signed by the Chair

GOVERNANCE & SEARCH COMMITTEE

134 The Board received, for information, the minutes of the meeting of the Committee held on 14 October 2019. The Chair drew attention to the retirement of the current Clerk on 31 July and she advised that steps were in hand to identify a successor.

FEES POLICY

135 The Board received the proposed Fees Policy for 2020/21. Although the Policy had been rewritten to make it clearer for students, there were few changes to the fees. Fees for HE courses were under consideration by the HE Task & Finish Group.

136 **Resolved** that the Fees Policy be approved

OFSTED IMPROVEMENT PLAN

137 Following the Ofsted Inspection undertaken in January 2020, the Board received a report on the College's response to the outcome of the Inspection which was, as expected, 'Requires Improvement'. Appended to the report were the Inspection report itself together with the Action Plan arising from its findings and recommendations. The Chair praised the commitment and effort demonstrated by the staff during the Inspection and thanked them for their hard work during the Inspection week.

138 The Principal (Curriculum & Education) explained the key themes emerging from the Inspection and the plans and associated timescales in place to address the various issues identified. A monitoring visit would be undertaken by Ofsted at some point between 7 and 13 months after the Inspection and a full reinspection would take place between 13 and 30 months.

139 Particular attention was drawn to aspects of the Inspection report around governor involvement in the curriculum and quality processes and opportunities for governors to become more involved would be developed. The Board was encouraged to engage positively with these developments and the governors asked for specific activities to be notified to them with an expectation that governors would attend.

140 Governors discussed the report at length covering the following points:

- Specific impact measures, including student outcomes, should be developed to assess the effect of the action plan
- Whether the action plan was on track and realistic – governors were assured that this was the case
- What monitoring information the governors would receive – this was confirmed as updates at every Board meeting
- Whether there would be a peer assessment in advance of the reinspection – this suggestion would be taken up

141 Asked specifically about the issue of short term sickness, the Director of OD/HR advised that a revised process was now in place which involved staff being spoken to earlier and there was evidence that this was having a positive effect.

142 The teaching staff governor asked what attention was being given to staff well-being following the Inspection and was assured that a good deal of effort was being made to consult and communicate with staff. Asked about the mood across the College amongst staff, the Principal (Curriculum & Education) felt that staff were united in their drive to improve and move forward from the Inspection.

GENDER PAY GAP REPORTING

143 The Board received the Gender Pay Gap report for the year ending 31 March 2019 which the College was required to publish by 30 March 2020. Comparisons with other local colleges indicated that the College was not out of line and the governors noted and supported several ways in which the pay gap was being addressed. The Director of OD/HR commented that the position reflected the fact that proportionately more women were employed at more junior levels in the College.

144 **Resolved** that the Statement to accompany the published data, as set out in the Appendix to the report, be approved

FEC LETTER & ANNUAL REPORT TO PRINCIPALS & CHAIRS

145 The governors received and noted a letter to all FE colleges from the FE Commissioner dated 6 February 2020 together with his Annual Report for 2018/19.

TIMETABLE OF MEETINGS FOR 2020/21

146 The timetable of meetings for 2020/21 was received.

RESIGNATION OF TOM DICK EXECUTIVE DIRECTOR CURRICULUM DELIVERY & DEVELOPMENT

147 The Chair referred to the imminent departure from the College of Tom Dick following his appointment to the post of Deputy Principal at North Warwickshire and South Leicestershire College. On behalf of the Board, the Chair thanked Tom for his contribution to the work of the College and wished him well for the future.

DATE OF NEXT MEETING

4.30pm on Monday, 30 March 2020

Chair

Date