

NOTTINGHAM COLLEGE

CORPORATION MEETING

Minutes of the meeting held on 27 April 2020

Present:	Carole Thorogood (Chair))	
	Anja Beriro)	
	Mary Carswell)	
	Philip Crompton)	
	Andrew Dickinson)	
	Richard Donovan)	External governors
	Mike Green)	
	Jonathan Hawley)	
	Patricia Harman)	
	Neghat Khan)	
	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
	Lauren Waters	Interim Executive Director Academic, Adult & Quality
	Karen Sanders	Interim Director of OD/HR
	Simon Kirby	Director of Marketing and Communications
	Drew Keavey	IT Director (minutes 215-218)
	Mike Firth	ESFA

PART 1

CONDUCT OF THE MEETING

198 In compliance with Government requirements during the Coronavirus pandemic, the meeting was held remotely, via Microsoft Teams.

WELCOME/APOLOGIES FOR ABSENCE

199 The Chair welcomed Patricia Harman to her first Board meeting. There were no apologies for absence.

DECLARATION OF INTERESTS

200 There were no declarations of interest.

MINUTES

201 **Resolved** that the minutes (Part 1) of the meeting held on 30 March 2020 be approved as a correct record and signed by the Chair (actual signature would be delayed until the next normal meeting)

CLERK TO THE CORPORATION

202 The Board received a report setting out proposals for the future of the clerkship following the retirement of the current postholder on 31 July 2020. It was intended to strengthen the support for the clerkship and the overall governance arrangements of the College by introducing a new role of Governance and Corporate Support Services Manager which would be filled from within existing staffing. To cover the interim period between 31 July and the commencement of a permanent appointee, a suitable individual had been identified to provide a short-term clerkship service.

203 **Resolved** that Rachel Robson be appointed interim Clerk to the Corporation with effect from 1 August 2020 and that the revised structure embedding the role of Governance and Corporate Support Services Manager be approved.

APPOINTMENT OF EXTERNAL AUDITOR

204 The Board was advised that the tendering process for the external audit of the College had only produced one bid and this was from the current auditors, Mazars. Although there had been interest from other firms, no other bids had been received due to the distraction of the current pandemic. Consequently, it was proposed to appoint Mazars for a further one year period.

205 **Resolved** that Mazars be appointed as external auditors for 2019/20

REPORTS FOR INFORMATION

206 Although not due for submission to this meeting, the governors received a series of reports for information to keep them advised of developments in the College. It was acknowledged that progress with the development work arising from the Ofsted inspection and FE Commissioner review was affected by the Coronavirus lockdown.

CEO's Report (including Scorecard and KPI's)

207 The CEO commented on the remarkable commitment shown by the staff during the current difficulties and the speed and flexibility with which the delivery of the curriculum had been switched to online learning. A governor commented that the Appendix to the CEO's report was very useful to the Board for overseeing progress.

Finance

208 The Board received the period 8 management accounts noting that a detailed report on the College's financial position would follow later in the meeting.

Curriculum & Quality Report

209 In answer to a question from a governor, the Principal (Curriculum & Education) confirmed that Additional Learning Support continued to be delivered as far as possible during the lockdown.

Ofsted Improvement Plan

210 Asked about the reaction of Ofsted to the issues caused by the Coronavirus, the Principal (Curriculum & Education) advised that no Ofsted inspections were taking place at present. This could afford the College more time to work on the Improvement Plan after the reopening of colleges and before the re-inspection.

211 Attention was drawn to the need for governors to see for themselves evidence confirming progress made with individual items in the Improvement Plan and the difficulties of undertaking

this level of scrutiny at present. The Board would return to this issue following the reopening of the College.

National Achievement Rate Tables

212 This paper was noted.

STUDENT VIDEO

213 If they had not done so already, the Chair encouraged governors to view an impressive video made by the students relating to the Coronavirus lockdown.

DATE OF NEXT MEETING

Monday, 1 June 2020

Chair

Date