

PUBLIC MINUTES – Approved

Meeting of the Corporation

Held on: Thursday 26 May 2022

Members: Peter Thomas (Chair); Sam Best (Vice Chair); Kevin Athersuch; Becky Bevins; Julian Bisset (Staff Teaching); Mark Bolton (Principal); Paul Clowes; Ellimae Dunn (Student FE); Jack Gibbs (Student HE); Lee Harwood; Jo Howarth; Rebecca Marshall; Jag Ner; Gayle Pogson (Staff Business); Emma Read; Jo Roundell Greene; Scott Roy; James Scott: David Woan

Clerk: Gillian Keogh

In attendance:

Items 3-16 Emma Cox (Vice Principal Finance & Resources)

BOLD indicates attendance

Item	Detail	Owner
1 & 2 SC	<p>CLOSED SESSION The minutes for these items are recorded separately in a set of Strictly Confidential minutes.</p> <p>17:00 Jack Gibbs, Emma Cox, Gayle Pogson and Ellimae Dunn joined the meeting.</p>	
3	<p>MEETING PRELIMINARIES Apologies were received from Kevin Athersuch, Becky Bevins and Jo Howarth. The meeting remained quorate throughout. There were no declarations of interest to note.</p>	
4	<p>EQUALITY AND DIVERSITY The Board noted a verbal update from the Principal. The EDI group will reconvene in the Autumn after a review.</p>	
5	<p>MINUTES OF THE MEETING HELD ON: The Board unanimously Approved the public, confidential and strictly confidential minutes as true and accurate records of the meeting held on 24 March 22. Website publication of the public minutes was unanimously Approved. 17:22 Julian Bisset joined the meeting.</p>	
6	<p>MATTERS ARISING (MA) The Action and Query sheets were noted and accepted. Actions were either complete, included elsewhere on today's agenda or being appropriately tracked and carried forward.</p>	
7	<p>CHAIR'S REPORT The Corporation noted the Chair's verbal report.</p> <p>The Chair gave a summary of the <u>June Strategy Meeting</u> agenda. It was agreed to cancel the 16 June 22 Corporation meeting and take the recommendations from the Strategy meeting to the next Corporation meeting, 07 July 22</p> <p>The <u>NEET project</u> has increased by £15k due to staff costs and was approved by the Chair with delegated powers, this is not a cost to the college.</p>	

	<p>Meeting paper <u>Protocols</u>, which had been distributed to the Board and senior management, is now in place.</p> <p>The Chair thanked Ellimae Dunn, the FE Student, who was leaving, for her commitment to the Board and he wished her well. A leaving card and a gift of engraved pen will be given to her.</p>	
8	<p>CLERK'S REPORT</p> <p>The Corporation noted the Clerks intention to have a detailed record of training and a development plan for the Board from the Autumn.</p> <p>All members should now be using their college email address and accessing the shared drive. IT are available to assist in a 121 to assist Governors.</p>	
9	<p>PRINCIPAL'S REPORT</p> <p>The Board noted the Principal's Report, with particular emphasis on the following:</p> <ul style="list-style-type: none"> - Skills Development Fund 2 (SDF2) - Ofsted Pilot Inspection - Item 3 is recorded in a separate set of confidential minutes - ESFA and FEC Annual Review - DFE Big Build - Office for Student Capital Bidding Round - GCSE English and Maths Attendance at Exams - Head of Estates Replacement - CMT Away Day Planning Session - Honeywell Apprenticeship Evening - Rolling list of headline risks <p>The Board noted the snapshot of the Strategic aim 1 from the Operating Statement. Strategic aim 2 will be discussed in more detail at the Strategy meeting. 11 actions points from the Ofsted Pilot will also be included in the Operating Statement.</p> <p>An update on Sustainability and Climate Change was given by the Principal and was noted by the Board.</p>	
10	<p>FINANCIAL UPDATE</p> <p>The minutes for this item are recorded separately in a set of Confidential minutes.</p>	
11	<p>TEACHING AND LEARNING Including Curriculum, Quality and Assurance Committee Business</p> <p>The Board noted the executive summaries as listed.</p> <ul style="list-style-type: none"> - The Observations Window Summary - Apprenticeships - Safeguarding Update with a high level of assurance. - Applications Update - Progression of Existing Learners - Timetable Overview 2022-23 <p>There was no other business of the CQ&A Committee 12 May 2022 to note.</p>	
12	<p>GOVERNOR UPDATES</p> <p>Updates were noted from the Student and Staff Governors. Menal Health Awareness week has now been added to the College Calendar as part of the awareness days. Free sanitary products are now available in the toilets. £500 has been raised for Ukraine. A jubilee celebration was very successful, which had been organised by the Level 3 students. The quiet study area was a success with students in the HE area.</p>	

	ACTION: The Vice Chair would like to see more investment in external clinical supervision for staff giving 121 support. The Principal will action.	Principal
13	INFRASTRUCTURE COMMITTEE There has been no committee meeting since the previous Corporation meeting. The next meeting is planned for the 04 July 22. An update on the DfE, the Big Build, was given by the VP F&R and was noted by the Board including the extension of the project plan into the 2025-26 academic year. 18:50 Julian Bisset left the meeting.	
14	LEGAL, POLICY and REGULATORY MATTERS An <u>HE update</u> was given by the Principal and noted by the Board, noting in particular that the team are on target. There were no further updates from the Lead Governor on <u>Safeguarding</u> . The Principal gave a verbal update on <u>Equality and Diversity</u> earlier in the meeting. There were no <u>incidents of whistleblowing, RIDDORS, or fraud</u> since the last meeting to report The Board unanimously approved the <u>YCSU Constitution</u> . The <u>Code of Professional Standards</u> was deferred to the next meeting.	
15	RISK MANAGEMENT AND INTERNAL CONTROLS (including Audit Committee business) There were no risk and internal control matters arising from the meeting to note.	
16	ANY OTHER BUSINESS There was no any other business to note.	
	NEXT ORDINARY MEETING Thursday 07 July 22	
	The meeting closed at 19:15	