

Minutes of a Meeting of the Corporation held on Thursday, 8th February 2024 at 1730h in room FO27 and by team

Present: Michael Priestley (Chair); Claire Dunn; Phil Jardine; Sophie Kelly (Until Min No 08/24); Emily-Rose Lane; Robert Milburn; Chris Nattress; Jill Stewart; Lee Todd; Val Pallister

By Teams: Elaine Clinton; Alison Hampson; Denise Rollo; Kirsten Williamson; Peter Ellwood

Apologies: Nigel Holliday

Leave of absence: Paul Hardon

Also present: Karen Wilson (Deputy Principal); Jane Murray (Clerk)

Apologies: Iain Glendinning (Vice Principal)

01/24 Minutes

Resolved – that the minutes of the meeting held in open session of 14th December 2023 be approved and signed as a correct record.

02/24 Declarations of Interest

None received

03/24 Ofsted Feedback

The Chair opened the session by thanking all staff for their support of the Ofsted process, including the Executive and in particular the Vice Principal as nominee in the first four weeks of his time at Lakes College. It had been an impressive team effort. He continued to thank fellow governors for supporting the governor sessions, noting that it was the combined effort of all governors in the Boardroom that meant that those governors in with inspectors had such a broad knowledge and understanding.

The Principal turned to specific feedback noting strengths in many areas and a few areas for improvement. The report would be published in due course, but in the interim, this was confidential information not for publication before Ofsted's due process had been completed.

Peter Ellwood joined the meeting

04/24 Key Performance Indicators

The Deputy Principal reported on performance to date in this academic year. As Governors were aware, the adult provision remained under contract acknowledging that some of the demand was not able to be funded. It was noted that there was potential growth under the reskilling agenda.

Apprenticeship growth was noted, but the length of time for completing formalities continued to be a cause for concern and, in response to questioning, it was noted that peer support had been sought to consider the sign up process.

January intake for HE (a good part of which was higher apprenticeship provision) was looking strong. Progress measures were looking good for apprenticeships and study programmes, and HE progress review was below target after one progress review, but expected to rise.

It was noted that GCSE English resits had seen a pass rate of 40% and that maths resits had been stronger than in the summer term and green shoots were recognised.

Looking at the forward-looking KPIs, it was noted how the funding was being impacted by the apprenticeship sign-up process and that apprenticeship resourcing was being impacted by the staff turnover.

05/24 Strategy and Accountability

The Principal gave an overview of progress against the Accountability Agreement, an annual process setting out key commitments to the ESFA and other stakeholders.

Asked about the green skills agenda, it was taking time to get off the ground, but formed a key strand of the Learning and Skills Improvement Fund project. Bays were being fitted out for retrofit with a full-cost commercial offer being developed for September.

Update guidance from DfE in respect of the accountability agreements was received and noted.

It was asked about progress in respect of the employability passport (from an action in the previous year's review of local needs, and it was acknowledged that while the promotion of employability skills was evident in the offer, it was yet to be formalised in a passport. There was a need to define the key employability skills that all employers wanted and an acknowledgement that this would be progressed in the coming year.

Agreed –

- 1) That the Board notes the need to either review or extend the strategic plan before the end of the academic year;
- 2) That the Board notes progress against the accountability agreement;
- 3) That guidance is noted in respect of a change of reporting requirements for the review of local needs;
- 4) That progress against the recommendations from the review of local needs is received and noted.
- 5) That the notes from the meeting held with the CEO of the Chamber of the Commerce are received and noted.

06/24 Facilities Update

The Deputy Principal noted that after a long period of no Riddor Reportable incidents, there had been two the previous term. These had been comparatively minor, but nevertheless concerning and remedial action had been swiftly taken.

It was noted that health and safety incidents overall should be taken in the context of an increase in the number of students attending college and further trend analysis was provided for consideration.

It was noted that Lockdown procedures had been updated and that this would be rolled out to all staff and students with a view to a practice session. It was asked about medivac procedures and assurance given that there were risk assessments which covered this and personal evacuation plans.

It was asked whether there were any concerns about big ticket items in terms of maintenance and estate management. There was nothing anticipated at this moment, but the team had been made aware of the tightness of cash and requested to show restraint. It was, however, anticipated that the lifts would have to be replaced before too long.

It was noted that Activzone was doing well, a good community resource and increases in membership encouraging.

The cleaning and catering services were discussed and it was noted that both were operating well, with the main challenge being lunchtime queues. It was also noted that the interns were providing an offer at National College for Nuclear which had been well received.

07/24 Confidential Session

Resolved –

- 1) That the Board continue in confidential session
- 2) That the minutes of the meeting held in confidential session of the 14th December 2023 be approved and signed as a correct record.

08/24 Finance Update- Confidential

Sophie Kelly left the meeting

The Deputy Principal updated the Board on various confidential matters.

09/24 FE Commissioner – Confidential

The Principal briefed the Board on various matters relating to the FE Commissioner activity.

10/24 Open Session

The meeting was re-opened.

11/24 Governance

In line with commitments under the AoC Code of Good Governance the Board approved the Senior Pay Statement for publication on the college website.

The Board received and noted the written resolution extending the terms of office for the Chair and Vice Chair to the end of the academic year.

The minutes of the January Quality Working Group were received and noted.

The meeting closed at 1930h.