

Minutes of a meeting of the Corporation held on Thursday, 15th May 2025 at 5.30pm in Room FO26 with some participation by Teams

Present: Nigel Holliday (Chair); Yvonne Bannister; Claire Dunn; Peter Ellwood; Elizabeth Hull (excepting Min Nos 28-33); Phil Jardine; Jacob Leach; Michael Priestley; Chris Nattress; Val Pallister Michael Proudman (from Min No 23/25)

Online: Elaine Clinton (Vice Chair); Elaine Jordan; Alistair Mason; Professor Jill Stewart

Apologies: Robert Milburn; Denise Rollo; Sophie Kelly

Also present: Karen Wilson (Deputy Principal); Iain Glendinning (Vice Principal); Jane Murray (Clerk)
Sue Thompson, DfE until Minute No34/35

22/25 Minutes

Resolved – that the minutes of the meeting held in open session on 20th March 2025 be approved and signed as a correct record.

23/25 Governor Appointment

Resolved – that Michael Proudman be appointed as teaching staff governor from 15th May 2025, until 14th May 2026, renewable for a further three years by mutual agreement.

This followed the resignation of Andrew Ward announced at the confidential meeting of 28th April 2025.

24/25 Declarations of Interest

None received.

25/25 KPIs

The Deputy Principal noted that by this time of the year, there was unlikely to be significant change but rather a concerted effort to get people through their exams or EPAs.

It was asked about unfunded apprenticeships and whether there was greater confidence of reducing the numbers. While it was the case that we were not at target, there was a lot of work taking place to get the learners to gateway. A number of measures would take time to show the impact. It

was asked how much 'the unfunded learners' were costing the college and an undertaking made to do this analysis and share.

In response to questioning on study programme learners, it was noted that there needed to be greater differentiation in defining at risk learners. In reality, at risk learners were around 17%, which would be expected and were being supported.

Agreed – that a cost analysis of unfunded apprentices be undertaken and brought back to the Board.

26/25 Curriculum Update

The Vice Principal noted that there had been significant change over the past 18 months.

He noted the work of the EDI Committee, who had not seen much in the way of achievement gaps except in the category of Free School Meals who were underperforming on several measures. Deprivation would become an area of focus for the Committee and feature in continuous improvement plans. The increase in ethnic minority learners was noted and welcomed, and it was asked whether ESOL provision should be considered.

In-year retention for apprenticeships is currently 75% against a 53.8% outturn for 2023-24, with Education and Training retention at 91.5%, marginally up on the previous year.

On adult skills, a further Multiply contract of £39,000 has been awarded following the successful completion of the previous contract. A further bid has been submitted to get unemployed people into work and still waiting for a decision.

Some concern was expressed at the lack of an EPA organisation following the withdrawal of the University of Cumbria. It was felt that this was not a huge risk, but nevertheless felt that there was the potential there for a bigger risk if it was not addressed. It was suggested that the College may wish to rejoin NSAN and use their services for EPA.

On English and maths, it was noted that the Vice Principal had been speaking to a number of other Colleges and their practice including things that have been tried here, like timing of lessons. It was noted that staff were working as hard as possible in addressing issues, with a focus on attendance.

It was asked about the impact of the CPD which was taking place, whether there had been a demonstrable improvement in the activity taking place and further requested that a more in-depth look be presented to the Board.

It was asked about the results of mechanical and electrical apprentices, which were largely passes with not as many merits or distinctions (noting that there were 9 more to follow, which could change the picture). It was explained that these were apprentices who had been transferred over with the SL contract at the end of their apprenticeship and had been behind on some elements of their courses. Some had still to go through their EPA, which may alter the balance.

It was noted in this respect that the re-accreditation of ISO4001 had been successful.

Agreed – that an analysis of the impact of CPD be returned to the Board.

27/25 Confidential Session and Minutes

Resolved –

- 1) To move into confidential session
- 2) that the minutes of the meeting held in confidential session of 20th March 2025 be approved and signed as a correct record;
- 3) that the minutes of the special meeting held in confidential session of 28th April be approved and signed as a correct record.

Elizabeth Hull left the meeting

28/25 Financial Update – Confidential

The Deputy Principal updated the Board in respect of the financial position.

29/25 HR Update - Confidential

The Deputy Principal discussed staffing matters.

30/25 Open Meeting

Resolved – to re-open the meeting

31/25 Facilities Update

It was felt that the new facilities manager was proving effective in raising awareness, and standards of practice, for health and safety. After many years of no RIDDOR reportable incidents, there had been a riddor reportable incident in 2023/24 and 3 riddor report events in 2024/25. The HSE had visited in respect of the riddor reportable in 2023/4 and had been satisfied with progress being made, although some actions are remain outstanding pending their review. The 3 Riddor reportable events this year had been subject to investigations and improvement plans.

There has been an Internal Audit of Health and Safety with two low, two medium and one advisory recommendations, which were being implemented.

In response to questioning, assurance was offered that awareness raising and ownership of Health and Safety was on the increase in line with good practice. Health and Safety meeting was now being better attended. ISO4001 had been secured again.

It was asked about consistency across the Board and that there seemed to be a surprising number of incidents to do with a particular contract. It was noted that it tended to be the craft learners and that the learners did not all start their apprenticeship with Lakes College. The college was working with SL on any issues.

There had been a procurement exercise in respect of lift replacement using existing grant funding. It was verified that it was not only on the basis of price and the Clerk was able to confirm that she held the evaluation.

It was noted that the College was set to receive £610,000 in grant funding in June.

Resolved – that lift replacement proceed as outlined in the report.

32/25 Governance

Resolved – that the Board Calendar for 2025-26 be approved.

33/25 Confidential Session

Resolved – to return to confidential session

Elizabeth Hull rejoined the meeting

34/25 Structure and Prospects Appraisal - confidential

The Principal updated the Board following a meeting earlier that day and verified that the Board remained content to pursue other opportunities in the county.

The meeting closed at 1930h.