

Minutes of a meeting of the Corporation held on Thursday, 26th June 2025 at 1730h in Room FO84, with some online participation.

Present: Nigel Holliday (Chair); Yvonne Bannister; Elaine Clinton (Vice Chair); Claire Dunn; Peter Ellwood; Elizabeth Hull; Phil Jardine; Elaine Jordan; Michael Priestley; Alistair Mason; Robert Milburn; Chris Nattress; Val Pallister; Michael Proudman
Online: Professor Jill Stewart

Apologies: Denise Rollo; Jacob Leach; Sophie Kelly

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

38/25 Chair's Address

The Chair opened the meeting by congratulating the Principal on his lifetime achievement award by Pearson. This was very well deserved and the whole Board joined the Chair in recognising his success.

39/25 Minutes

Resolved – that the minutes of the meeting held in open session on 15th May 2025 be approved and signed as a correct record.

40/25 Declarations of Interest

The Principal, Deputy Principal and Clerk respectively in their performance reviews and remuneration. They would withdraw.

41/25 Confidential Session & Minutes

Resolved –

- 1) To move into confidential session
- 2) That the minutes of the meeting held in confidential session of 15th May 2025 be approved and signed as a correct record.
- 3) That the minutes of the meeting held in confidential session of 11th May be approved and signed as a correct record.

42/25 Potential Merger – confidential session

The Principal updated the Board in respect of a recent business opportunity.

43/25 Finance Update – confidential session

The Deputy Principal updated the Board on financial matters.

44/25 Risk Register – confidential session

The Deputy Principal presented the risk register to the Board (noting that the Audit committee continued to monitor risks throughout the year). The risk on governance and partnership was reduced down following the college exit from intervention. There is outstanding work to be done on Health and Safety (in hand) which is keeping that indicator down.

The Board commented that Risk 2 in respect of growth and financial sustainability was one where the Board needed to focus attention. It was felt that a second failure was not an option.

45/25 Open Session

Resolved – to re-open the session.

46/25 Accountability Agreement

The Principal reminded the Board that the accountability agreement formed part of the funding agreement. He noted some peculiarities of the area and a need to ensure that employer demand is met, while mitigating risks. It was asked about skills passports and the Vice Principal noted that work was underway to record this and that many employers or organisations had their own versions. Such a passport would be welcomed by the Board, particularly for high needs learners.

Resolved – that the accountability agreement be approved for submission.

47/25 KPIs

It was noted that attendance would feature as part of the SAR process. Regular reviews (as previously discussed) continued in respect of unfunded apprenticeships.

Of particular concern was the turnover in staff recruitment which was felt to be too high. Innovative ways of recruiting continued to be explored, however, work was particularly going on in respect of retention in terms of showing staff their career path, working through a career framework. The

college was not alone in its challenges with a similar picture in the south of the county. This was a further area for reflection on a strategy day.

48/25 Curriculum Update

The Vice Principal presented an overview of performance noting that FE retention rates continued to be strong. Apprenticeship retention had declined slightly but achievement was improving, currently at 55.4%.

Governors welcomed further analysis of CPD activity and staff costs to income ratios. It was noted that employer feedback had declined slightly and asked what it was felt was behind that. It was acknowledged that the way in which we were recruiting apprentices had changed and that we had had less input, but that there were plans to strengthen engagement and input.

49/25 Governance

The Clerk tabled for approval the committee memberships for 2025-26 with thanks to Governors for their continued commitment.

The letter formally acknowledging that the College was out of intervention was tabled and warmly received.

The Clerk noted changes to Freedom of Speech and that the Code of Practice would be revised and sent out for approval by written resolution.

The renewal of staff governor's Elizabeth Hull's appointment for a further three years was approved.

To note the end of term of office of the student Governors as of 31st July 2025 with thanks from the Board.

Resolved -

- 1) To approve Committee Memberships
- 2) To note end to financial intervention
- 3) To note changes to Freedom of Speech
- 4) To re-appoint Elizabeth Hull from 26th September 2025-31st July 2028.
- 5) To record the end of term of office of student governors Jacob Leach and Sophie Kelly as 31st July 2025, the end of the academic year.

50/25 Confidential session

Resolved - to move into confidential session.

The Principal and Staff withdrew

51/25 Remuneration and Performance Reviews - Confidential

Resolved – to receive and note

- 1) the Remuneration Committee's Annual Report (confidential)
- 2) the minutes of the meeting of the Remuneration Committee held on 22nd May 2025. (confidential)

The Chair and Clerk discussed the forthcoming retirement of the Principal with the Board and noted the plans being put in place for the recruitment process.

Resolved –

- 3) that the Remuneration Committee, with the addition of the Vice Chair, form a selection panel (with any variations to be approved by the Board).

The performance review of the Principal was received and discussed, noting the difficult 12 months that had taken place.

The clerk withdrew

The performance review and succession planning for the Clerk was discussed.