

BOSTON COLLEGE**MINUTES OF THE MEETING OF THE CORPORATION ON 9 MAY 2018**

1. PRESENT

Mr P Cropley (Chair), Mr A Atkins, Mr S Crozier, Mr M Gallagher, Mr D Hanson, Mr G Harrison, Ms J Maher, Ms H Mather, Mr C Pett, Mr B Webb, Mr G Tawton, Ms A Savage and Mr N Worth

Also in attendance: Mrs J Hemmant (Clerk to the Corporation), Mrs V Locke (Vice Principal: Curriculum and Quality) and Ms D Telford (Head of Learner Services).

Meeting attendance: 72%

Apologies for absence were received from Mr S Brown, Mr D Earnshaw, Mr H Smith and Mr S McCracken.

The Chair welcomed Ann Savage to her first meeting of the Corporation.

2. MEMBERSHIP

A discussion took place about committee membership. It was agreed that Helen Wright should transfer from the Audit Committee to the Standards Committee and that Ann Savage should be appointed to the Search and Governance Committee and Audit Committee. It was noted that Harley Smith as a student governor was a member of the Standards Committee.

3. ACTION LOG

Members reviewed progress made against items identified on the Action Log.

4. MINUTES AND MATTERS ARISINGa) Corporation – 2 March 2018

The Minutes of the meeting held on 2 March 2018 were reviewed and approved as a correct record.

b) Standards Committee – 18 April 2018

The Minutes of the meeting held on 18 April 2018 were reviewed.

c) Finance and Resources Committee – 16 April 2018

The Minutes of the meeting held on 16 April 2018 were reviewed.

e) Audit Committee – 15 March 2018

The Minutes of the meeting held on 15 March 2018 were reviewed

f) Remuneration Committee – 16 April 2018

The minutes of the meeting held on 16 April were reviewed and the recommendation was accepted. Staff and student governors did not participate in this part of the meeting.

5. REPORTS

a) Principal's

Members received a report from the Principal on a number of strategic and College matters.

Jo Maher highlighted gender pay reporting and reminded members that the College had a policy of equal pay for the same jobs and was conscious of gender pay issues.

In terms of planning for next year, Jo reported that she was cautiously optimistic about recruitment. She advised members that a number of HE developments were being reviewed and that a change of strategic direction was likely.

Nick Worth asked about the extension to the Ofsted inspection periods. Jo explained that the College had ways of keeping momentum in the interim which could include peer review, consultancy and entry into National Awards.

David Hanson advised that he had had excellent feedback on the College's employer breakfasts from his business contacts. Nick Worth commented on the Modern Slavery project and how topical this was.

b) Finance

Members received a report from the Vice-Principal: Corporate Services on the College's financial performance, funding for 2018-19 and risk management. Gerry Tawton commented about the new format of accounts which had been looked at by the Finance and Resources committee and on which a decision was due to be taken at the next meeting.

Jo Maher told members that she was planning a briefing on the budget to staff since transparency with staff about funding and the budget was needed. Gerry Tawton and Andy Atkins concurred with this.

Peter Cropley commented that it was good to see that the College's Outstanding financial health had been confirmed by the Agency. Jo advised that the College was working on the 2018-19 budget and it would be challenging to be comfortable and Outstanding.

Chris Pett asked about an increase in debtors. Janet Hemmant advised that this was largely due to billing of Lincolnshire County Council in the current period for a large contract and an increase in longer term debts was due to more students being funded through loans.

c) Property

Members received a report from the Vice-Principal: Corporate Services on property matters.

Janet Hemmant showed members a number of slides on the planned EMAT centre and some comments were noted about details of the design. George Harrison asked about car parking and members were advised that there was likely to be some reduction in car parking spaces available but this was being managed to mitigate any adverse effects. The possibility of sponsorship for some of the EMAT equipment is being reviewed and, once the grant funding is confirmed, Jo Maher advised that she would be inviting Ann Milton to launch the project. ●

Janet Hemmant advised that the costs of the construction extension had now been subject to tender and as a result a decision had been taken to omit the new boundary wall which was too expensive at this time.

Members were informed about concerns with the roof at the Sam Newsom Centre which would have to be dealt with imminently. Mick Gallagher suggested that some Arts Council Funding money might be available to assist with this. •

Members noted the latest position with regard to the proposed tenant for the former restaurant in the Spalding premises.

d) College Leadership Business Plan

Members received a report from the Principal with the latest update to the Business Plan. It was noted that progress had been assessed as green against 3 of the priorities and amber against the other 3. Members noted that on the plan items which had been the responsibility of Fiona Grady now rested with Vicki Locke other than HE related items for which the HE Manager Gill Bush was responsible. It was noted that there was likely to be a slight restructuring for next year.

A question was asked about the percentages and percentiles on achievement rates and Jo Maher provided an explanation for these with Vicki Locke providing information on published achievement rates.

Nick Worth asked if the Business Plan could be RAG rated in future and Jo advised that it could be for the coming year.

e) Strategic Objectives

Members received a report from the Principal on strategic objectives which had been discussed at the Corporation CPD event.

Jo Maher explained the process which had been undertaken to produce the strategic objectives and members agreed that these were very good and should be adopted.

f) Governance

Members received a report from the Clerk to the Corporation on GDPR and proposed meeting dates for 2018-19. The meeting dates were confirmed and members noted the requirement for GDPR consent with some members returning their consent forms at the meeting.

g) Careers Strategy and Guidance

Members received a report from the Head of Learner Services about the new Careers Strategy and Guidance.

Dawn Telford advised that the government had released a new Careers Strategy in 2017. The College has new responsibilities to meet Gatsby Benchmarks in full by 2020.

Dawn explained how the project for compliance was being managed by a steering group supported by a number of working groups. This is a large piece of work and Ofsted have to review the College performance in this.

Peter Copley asked what was meant by meaningful encounters with employers and Dawn explained that the impetus behind this was to get learners to understand about the world of work. A number of strategies would be adopted to deliver this including meeting with employers who attended business breakfasts and it was noted that many areas already have employers in on a regular basis.

A discussion took place about Work Experience and Ann Savage asked if it needed to be with local employers. It was noted that there was a lot of pressure on employers for work placement and support and that this was a particular area of focus.

Gerry Tawton asked about the workload associated to the implementation of the plan. Dawn advised that it is being managed to make it as simple as possible for tutors. She advised that the college's Matrix accreditation would be in line with the Gatsby Benchmarks which is a requirement. Jo Maher advised members that the College would be training an additional careers advisor up to Level 6. Nick Worth asked where the careers hubs to be set up were likely to be. Jo Maher advised that it was most likely that these would be in deprived urban conurbations.

Members accepted the action plan as presented.

h) Gender Pay Gap

Members received a report from the Head of Human Resources which was presented by the Principal.

The information contained within the report was noted.

i) International Activity

Members received a report from the Director of Business Development on the College's international activity.

Paul Collins outlined the ways in which the College engages in international activity and the financial impact it has. He advised members that there was a more positive climate for international recruitment at a national level with a tangible change through the Office for Students.

Jo Maher advised members that the link with Anglophiles is being used to assist recruitment. There is a plan to increase the work with China and Peter Cropley is to be the link governor for International work. Jo told members that the reported Mexican memorandum of understanding could open up new opportunities.

David Hanson asked about Italian opportunities. Paul advised that there were some government funded opportunities. In response to a question about whether this would be affected by Brexit, Paul told members that this was not necessarily the case as there was some local funding involved.

Paul explained to members that short course provision has proved to be quite popular and he was pleased to see this resulting in more use of the Halls of Residence.

j) Modern Slavery

The Head of Learner Services explained to members that the project which the college was working on about Modern Slavery.

Dawn Telford explained that there had been an approach from the Gangmasters and Labour Abuse Authority to work on this project to make young people aware of modern slavery and worker exploitation. The GLAA had been keen to work with the College and it was planned to deliver some training to staff in the staff development period. There is a live brief for media and art to produce a short film or digital leaflet and the possibility of roadshows around the County is being looked at. The project is to be evaluated next June and materials will become available for other providers to use.

Ann Savage suggested that students could help spot exploitation and Dawn sited an example of where this had happened.

Helen Mather pointed out that large organisations have to confirm the absence of Modern Slavery in their supply chain. It was noted that the MP for Horncastle and Louth was coming to the launch of the project. Nick Worth asked if a briefing on this could be provided for the Local Government Association. ●

6. STAFF AWARDS

Jo Maher advised members that they would be getting an invitation to the Staff Awards event on 29 June. ●

7. QUALITY

Vicki Locke reminded members that a VITAL demonstration could be provided for any members who had missed it at the development event if they contacted her. She also advised that the selection for Head of Quality had been completed and that Craig Gosling had been appointed to commence in the post from 1 June.

8. ACRONYMS

At the request of members it was agreed that the Acronyms list should be updated and reissued. ●

9. NEXT MEETING

It was noted that the next meeting of the Corporation would take place on 4 July 2018.