

BOSTON COLLEGE**MINUTES OF THE MEETING OF THE CORPORATION ON 2 MARCH 2018**

1. PRESENT

Mr P Cropley (Chair), Mr A Atkins, Mr S Brown, Mr S Crozier, Mr D Earnshaw, Mr D Hanson, Ms J Maher, Mr S McCracken, Mr C Pett, Mr B Webb and Mr G Tawton.

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

Meeting attendance: 65%

Apologies for absence were received from: Mr M Gallagher, Mr G Harrison, Mrs H Mather, Mr H Smith, Mr N Worth and Mrs H Wright.

2. MEMBERSHIP

Members were advised that Professor Jayne Mitchell had resigned as a member of the Corporation and the Chair had confirmed that he had written thanking her for her contribution as a member.

Members considered recommendation from the Search and Governance Committee to appoint Ann Savage as a member of the Corporation. Her application was reviewed and it was agreed to appoint her as a member with effect from 9 May 2018 for a 4-year period.

Members were advised that Harley Smith was a student nominee for appointment to the Corporation and it was agreed to confirm his appointment to the end of the 2018-19 academic year.

Committee membership was considered and it was agreed that David Earnshaw should become a member of the Finance and Resources committee.

3. ACTION LOG

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

It was noted that desination data had not become available until January 2018 and will be submitted to the next Standard Committee meeting.

4. MINUTES AND MATTERS ARISING**a) Corporation – 6 December 2017**

The Minutes of the meeting held on 6 December 2017 were reviewed and approved as a correct record.

b) Standards Committee – 24 January 2018

The Minutes of the meeting held on 24 January 2018 were reviewed.

c) Finance and Resources Committee – 5 February 2018

The Minutes of the meeting held on 5 February 2018 were reviewed.

d) Search and Governance Committee – 5 February 2018

The Minutes of the meeting held on 5 February 2018 were reviewed.

e) Audit Committee – 23 November 2017

The Minutes of the meeting held on 23 November 2017 were reviewed.

5. REPORTS

a) Principal's

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

Particular note was taken of the staff reported to be striking nationally over pay negotiations. It is anticipated that further action will be taken in due course and it was noted that the pay awards are an issue when the College is not expecting any funding uplifts in the foreseeable future.

The implications of the new statutory careers guidance for the College were considered and members noted that succession planning was being reviewed in this team.

Corporation members were interested to hear of the Brazilian students being hosted by the College. Paul Collins was asked about the contribution delivered by this work and advised that a good margin was being earned. He confirmed to members that building international links in these ways helped with income generation.

David Earnshaw asked about whether there were any concerns about College performance at this stage. Jo Maher advised that there were no concerns at this point and this was supported by the Chair of the Standards Committee. Members noted that the snow days will be challenging for learners to recover from in respect of missed lessons and this will be addressed by the College.

b) Finance

Members received a report from the Vice-Principal: Corporate Services on College accounts, funding and risk management.

Concern about the performance against the Adult Education Budget was noted and David Hanson asked if this was a national issue which was confirmed. Jo Maher advised that turning in a surplus in 2017-18 is hugely challenging due to changes in the funding arrangements for the Adult Education Budget which decreased the College's ability to earn the funds. A discussion took place about whether this was related to a political driver to save on this budget. The College is monitoring this closely and sub-contractor performance is subject to specific reporting to the Finance and Resources Committee. It is anticipated that the Adult Education Budget could be moved to loan funding or learner accounts funding in the future.

Steve McCracken commented that the Finance and Resources committee is closely monitoring performance in this area and Jo Maher explained that sub-contracting would be a focus for next year's financial planning.

Steve McCracken pointed out that the accounts which were currently forecasting a small surplus did not include any assumptions of the impact arising from the pensions valuation which would not be known until the year end.

c) Property

Members received a report from the Vice-Principal: Corporate Services on the EMAT project and the developments in the Red Lion Quarter.

Members noted the progress being made in delivery of the EMAT project. Steve McCracken pointed out that there was concern about the Greater Lincolnshire LEP timing of meetings which may delay the confirmation of the grant funding. It was noted that this needed to be expedited as quickly as possible.

David Earnshaw and Chris Pett were thanked for their help in the employer consultations about the EMAT centre.

d) Institute of Technology

Members received a report from the Principal on the Institute of Technology proposal.

Jo Maher explained to members that the Finance and Resources committee had approved the College's outline bid and that there had been an increase in the amount of capital being bid for to £1 million to allow for refurbishment of the existing workshops alongside the EMAT development. It was noted that the College had not committed any existing funds to the proposal.

e) Governance

Members received a report from the Clerk to the Corporation submitting the Search and Governance Committee's Annual Report for 2016-17. The report was reviewed and accepted.

f) SEND

Members received a report from the Inclusive Learning Managers on SEND which was presented by the Head of Learner Services.

Dawn Telford advised that the fact that learners are doing well shows that support being offered to them is working. She referred to the cost pressures arising from EHCP's and that the actions identified within the report formed part of the Learner Services business plan.

David Hanson asked about the difficulties experienced by Apprentices in accessing support. Dawn advised that in part this was due to difficulties in engaging apprentices for their assessment and she advised that web based support was being reviewed as a possibility with the demonstration of an appropriate system having been arranged for the end of March.

Members were advised about proposals to change local specialist provider capacity and status and it was explained that this was intended to rationalise provision to improve the service. It was noted that the potential for changes in Boston might affect the viability of the College's provision. Steve McCracken commented that this

needed to be closely monitored and requested that developments should be reported to the Finance and Resources Committee.

6. VICE-PRINCIPAL RETIREMENT

Peter Cropley thanked Fiona Grady for the exceptionally good job that she had done as Vice Principal: Curriculum and Quality and wished her well for her retirement.

He congratulated Vicki Locke on her appointment to the vacant post.

7. USE OF ELECTRONIC PAPERS

The distribution of electronic papers was noted to be working and Jo Maher thanked members for bringing their own devices in to facilitate this.

8. NEXT MEETINGS OF THE CORPORATION

It was noted that the next meetings of the Corporation would take place on 9 May 2018 and 4 July 2018.

Stephen Brown asked for his apologies to be noted for the May meeting.