

BOSTON COLLEGE**MINUTES OF THE MEETING OF THE CORPORATION HELD ON 3 MARCH 2017**

1. PRESENT

Mr P Croyley (Chair), Mr S Brown, Mr R Dalton, Mr M Gallagher, Mr D Hanson, Mr G Harrison, Mrs H Mather, Prof J Mitchell, Mr S McCracken, Mrs A Mosek, Mr C Pett, Mr P Scarlett, Mr G Tawton, Mr B Webb and Mr N Worth

Also in attendance: Mrs J Hemmant (Clerk to the Corporation), Mr R Chambers (Head of Curriculum), Mr P Collins (Director of Business Development), Mrs F Grady (Vice Principal: Curriculum & Quality), Mrs V Locke (Head of Quality), Ms D Telford and Mrs J Webb (Minute Taker),

Meeting attendance: 88%

Apologies for absence were received from: Mr A Atkins and Mrs H Wright

2. MEMBERSHIP

Janet Hemmant drew Members' attention to the continued ill health of a nominated staff governor. It was agreed following discussion that the appointment continue to be deferred.

Steve McCracken informed Members that he would not be seeking re-election when his term of office comes to an end in November 2017 and that there were a number of points he wished to highlight.

- He was hopeful that Gerry Tawton, currently Deputy Chair of Finance and Resources Committee would take over as Chair. ●
- He reminded Members that he attends the Regional Governor Network meetings on a regular basis. He would be happy to give a thorough insight into the Network to a fellow governor who would like to take over as representative of the College. For continuity Steve suggested that the same Governor attends each meeting. Any Governors who were interested in this role were advised to speak with Steve McCracken or Janet Hemmant. ●
- A replacement for the role of Prevent/Safeguarding Governor link would need to be identified. Helen Mather said that she would be interested in the Prevent/Safeguarding role as she is already familiar with the legalities and complexities of it. Members agreed that she would take over this role and Peter Croyley suggested that she speak with Steve McCracken outside of the meeting. ●

3. ACTION LOG

Members reviewed the Action Log from the previous meeting

4. MINUTES

- Corporation – 14 December 2016

The Minutes of the Meeting held on 14 December 2016 were reviewed and approved as a correct record.

- Corporation – 8 February 2017

The Minutes of the Special Meeting held on 8 February 2017 were reviewed and approved as a correct record.

The following points were noted under Matters Arising.

- Peter Cropley clarified the position relating to recommendation 9 following the recent Area Review. As far as Boston College was concerned it would remain as an independent college with continued collaboration with Grantham College and New College Stamford. The full report should be published around mid-May.
- Amanda Mosek informed Members that representatives from the Skills Funding Agency/Local Enterprise Partnerships and Lincolnshire County Council would attend future Federation of Colleges' meetings to follow up the Area Review recommendations.

- Finance & Resources Committee – 16 January 2017

The Minutes of the Meeting held on 16 January 2017 were reviewed and noted.

- Standards Committee – 18 January 2017

The Minutes of the Meeting held on 18 January 2017 were reviewed and noted.

- Audit Committee – 24 November 2016

The Minutes of the Meeting held on 24 November 2016 were reviewed and noted.

- Search & Governance Committee – 16 January 2017

The Minutes of the Meeting held on 16 January 2017 were reviewed and noted.

Janet Hemmant gave an update on the current position with regards to potential governors. One application is being progressed.

5. REPORTS

a) Principal's

Members received a report from the Principal.

Amanda Mosek gave a short presentation drawing Members' attention to the salient points within her report pertaining to Brexit:

- College dependence on EU National students & EU Domiciled students.
- Programme Areas most at risk.
- Differences in Modes of Study – there will be significant impact in both adult and 16-18 classroom learning with limited impact in Apprenticeships and Higher Education apart from the business and travel and tourism curriculum areas.
- Options open to the College are to lobby government, seek new growth opportunities, work closely with employers, closely monitor the situation and be prepared to adapt.

Amanda expanded on issues raised saying that nobody knows what will happen post Brexit. It has been noted that local employers have said that the migrant workforce is diminishing with a number of workers either moving back to their home country or to other areas within the EU. Employers have said there are concerns as to where they will get their future workforce from and there is a distinct lack of skills in the area. She said that it was very disappointing that the proposed College EMAT Centre (Education, Manufacturing and Technology) has not come to fruition due to lack of funding. Members agreed that it is obvious that there is a huge gap in the skills market which the College could address if it had the facilities to do so and other funding opportunities would be explored.

A query was raised on whether funds would be available to set up an IT Digital Centre as has been developed in another local college. Members were unsure as to its potential but agreed that it may be something worth exploring.

Peter Cropley informed Members that he had written to Ben Hide (student) and Rachel Hunn (Access Programme Area Manager) on behalf of the Board to express their congratulations on Ben's success in winning a national award for outstanding academic achievement.

Fiona Grady gave a short update on the current position relating to the Key Performance Indicators.

b) Finance

Members received a report from the Vice Principal: Corporate Services. Janet Hemmant drew Members' attention to the set of accounts to 31 December 2016 and the revised year end forecast. She said that these

were more recent than the accounts reviewed by the Finance and Resources Committee but the overall picture remained unchanged.

Janet had provided an additional set of data showing performance against funding allocations/targets and sought Members' opinions as to whether the format and content was useful to them. Following discussion it was agreed that this should be produced in a revised format at the front of the accounts at future meetings. Members noted that additional AEB funds had had to be allocated for delivery through partners.

Janet informed Members of the future reporting arrangements for Trio Training and risk management.

c) College Leadership Business Plan

Members received a report from the Principal.

Amanda Mosek reminded Members that the College's Strategic Plan is implemented through the Leadership Business Plan which is a working document that is monitored and updated regularly throughout the year. Members had sight of the full document at their December meeting and the report was the first update since then. She said that at the present time progress against three of the six strategic priorities had been assessed as green and the remaining three were assessed as amber.

She said that Strategic Priority number four was flagged as amber due to both a shortfall in 16-18 learner numbers and potential shortfall in the AEB.

The assessment of amber for Strategic Priority number five was because of the uncertainty being caused by the restructuring process.

Amanda said that Strategic Priority number six was also showing for the first time as amber due to the potential risk of not reappointing an Equality, Diversity and Inclusion Manager. She confirmed that the Equality and Diversity Action Plan would continue to be monitored but was aware that there would probably not be so many events organised for this academic year.

A discussion took place about the decline in the standard of behaviour being displayed by students this year. Dawn Telford gave details of incidents and reasons which had contributed to the situation and said that the position is being carefully monitored. Student Governors were asked for their thoughts as to why student behaviour had worsened over recent months. George Harrison felt that in many cases students were showing off to their peers.

Dawn then went on to explain the changes made under the SEND review and the complexities of the EHCP system which had resulted in delays in paperwork and decisions made by the local authority. She said that the timing of the EHCP is paramount in ensuring that support and equipment is in place in a timely manner for the most vulnerable of learners.

d) Inspection of College Residential Care

Members received a report from the Director of Business Development.

Paul Collins informed Members of the provisional outcome of the recent Ofsted inspection of the College's residential provision which was good. He said that it had been disappointing to note that some points which had been acceptable at the last inspection had not been this time. He gave details of how the points raised had been addressed to date and said that an Action Plan will be drawn up to address all points. The information will be shared with Governors.

e) Governance

Members received a report from the Clerk to the Corporation presenting the Search and Governance Committee's annual report for 2015-16.

6. **APPOINTMENT OF PRINCIPAL**

Following discussion about the process for appointing a new Principal and Chief Executive, Members agreed to appoint a panel to manage the recruitment process, interview applicants and, if appropriate, recommend an appointment.

Peter Cropley and Janet Hemmant advised the Board that any governor was eligible to sit on the Appointments Panel but that Eversheds advised caution in respect of the inclusion of staff and student governors. Governors were asked to put themselves forward for appointment.

Ben Webb, staff governor, felt strongly that he would like to be involved. He was asked to leave the room so that the remaining governors could discuss whether they felt his inclusion was appropriate. A number of governors, including the Principal, spoke in favour of appointing him as he would add an important different dimension to the discussions and that they were confident he could be relied upon to give an honest and fair view. Accordingly the Board decided to appoint Ben Webb as a member of the Panel and he was recalled and advised that this was the case. Five other governors Stephen Brown, Peter Cropley, Mick Gallagher, Helen Mather and Chris Pett, were also appointed to the Panel.

The Corporation Chair was authorised to co-opt a replacement member of the Board to the Panel in the event of a Panel member being unable to be present for the whole of the interview process.

It was noted that other Corporation Members would have an opportunity to meet the candidates during the selection process.

7. **DIARY DATES**

Corporation	10 May 2017	4.00 pm	RLQ, Spalding
Governor Dinner	18 May 2017	7.00 pm	Lime Restaurant
Corporation	05 July 2017	4.00 pm	BCUC, Medlock