

WEYMOUTH COLLEGE CORPORATION
Minutes of the Board Meeting held on 9 October 2018

Members Present:		In attendance:	
Richard Noah	Chair	Sue Ratcliffe	Clerk to the Corporation
Nigel Evans	Principal	Jenny Stiling	Associate Member
Rosie Darkin-Miller	Vice-Chair (Apologies)	Phil Templeton	Vice Principal
Jane Nicklen		Julia Rogerson	Vice Principal
Stephen Prewett		Kelly Bush	Vice Principal
Steve Webb	Apologies	Liz Hurst	Director of Finance
Andy Matthews		Louise Matthews	New Member /observer
Lyn Bourne	Apologies		
Rod Davis			
Peter Vowles			
Megan Barnes			
Joanne George			
Alex Wyatt			

Apologies for Absence

71/2018 Apologies for absence was received and accepted from Steve Webb, Rosie Darkin-Miller and Lyn Bourne

Declarations of interest

72/2018 Members had nothing to declare.

Notification of Any Other Business

73/2018 an item on the SAR as other business was notified and accepted.

Minutes of the meeting held on 18 September 2018

74/2018 the minutes of the meeting held on 18 September 2018 previously circulated, were confirmed as a correct record and signed by the Chair.

Principal's Report

75/2018 The Principal gave a verbal update on his regular weekly briefings.

Members noted that there had not been any feedback to date following the submission of the application to the Transaction Unit. Neither had there been any feedback from the LEP in respect of the Pipeline Project applications.

The Principal was pleased to report on a positive meeting with representatives from the new Dorset Council discussing provision for high needs students. It was noted that Nick Jarman has been confirmed as the Director of Children's Services but this post will disappear under forthcoming changes in the local government reorganisation plan, therefore an appointment process for Tier 2 posts, may mean the College will be dealing with someone else next year. Current staff are encouraging work with the College and are suggesting changes to plans to our working with Westfield School and working to reduce the number of children sent out of county, which is very expensive. The College expressed enthusiasm to develop these ideas for the future, discussing travel options and capital inputs to develop provisions in house.

Report from Student Governors

76/2018 The Student Governor reported on the current process taking place to appoint Student representatives and the process for filling the vacancy for the second student governor. It was agreed the Chair and Clerk would meet prospective Student candidates as last year, if required.

Safeguarding Annual Report

77/2018 This item was deferred from the last meeting. Members received the report via the GVO together with copies of recent updated guidance from the Department for Education. The Vice Principal (Performance and Delivery) explained the report format had changed to be more inclusive covering all areas of the College and will be developed to include reporting on the work of the Safeguarding Committee to enable more formal monitoring.

Members noted that the safeguarding team has met to review the new guidance and are working on an action plan, which will be available to Governors on the GVO. Lyn Bourne was confirmed as the Corporation link for Safeguarding and would be invited to future safeguarding committee meetings.

Members were pleased with the improved format of the report and asked about support available for mental health sufferers. The areas of help were explained and members were pleased to note there was a lot of support available, including a dedicated member of staff. Members were also pleased to note the support and outcomes for looked after children and the addition of the health and wellbeing area, as a governor link, to be launched in January.

Financial Report

78/2018 i) The Director of Finance presented the Financial Report and members noted that Auditors were currently working on the Redlands and Weyco accounts.

Discussion followed on the increase in pension costs. A surprising amount, previously unknown, it seems that our actuary takes a more pessimistic approach than others. In year costs are based on last year's figures, but the projection and final figure is unknown until the end of the year. Members asked about what work the AoC have done to oversee this or negotiate on behalf of colleges. The Director of Finance explained that it would be a difficult role for AoC to take on as each fund is separate, each having its own actuary. Each college has a different profile but small changes make huge differences.

Members reviewed the report and:

- Highlighted their concerns regarding income targets that were not achieved, these are highlighted by bullet points on the first page of the report. It was noted that the ESFA Claw back the funding which was underspent.
- Noted that the College did not make the full £1million re-payment due on the BIS loan, £330k was not paid due to concerns over the cash flow as highlighted in the report.
- Noted the savings made on pay costs which are at 65% of income excluding the pension costs, this would increase to 69% if included.
- Noted the outcome of self-assessment on financial health which remains at unsatisfactory. However using the ESFA tool it would be Satisfactory as EBITDAR gives 80 points and 50 points because borrowing is reduced as we are paying loans off. However there is concern as we have just 4 cash-days in hand.
- Noted there is no provision made for the 3G Pitch, not a cash amount, but a paper transaction, which affects the consolidated accounts, the liability is with the College.

Auditors have been looking at intercompany indebtedness, ideas are being explored and options will be brought to Audit/Finance after discussion by the Company Directors.

- Noted the Audit of the College accounts would start at the end of the month.

Members expressed their concern about the variations, whilst accepting the reasons for each one members felt they should be aware of issues much earlier and the actions being taken. Members were told that Apprenticeships are complicated and the take up is not there. However, Dorset is holding up as a county, but it's a whole new environment and much work to do to engage companies. The College is engaged in capacity funding but not in any T Level pilots.

Members discussed how effective the AoC is in lobbying for funds for colleges, recent media articles talk about sixth form colleges and schools but not general FE Colleges. Members asked if not the AoC, who lobby's, where is the pressure for colleges? The Principal said the AoC but it's a membership organisation not an effective pressure group, but it is about understanding the sector and keeping the pressure on. The College continues to support AoC events, it is "Love your Colleges Week" next week.

ii) Transaction Unit Application - CONFIDENTIAL ITEM

2017 – 18 Achievement | Report

79/2018 The Vice Principal Curriculum gave a presentation showing the College achievement report for 2017/18. A Copy of the presentation is on the GVO. The following highlights were emphasised:

- 5 Schools graded 'Outstanding',
- 5 Schools graded 'Good with outstanding features'
- No school will be graded below good.
- **91% (All) / 92% (Long) College Achievement rate (1% and 3% increase from 16/17) exceeding National Average by 12% and 13%.**
- Further improvements in English & Maths qualifications where performance is now aligned with the very high proportion of students that complete/achieve their main vocational or academic courses.
- There are still 11 outstanding results which will be added to the consistent performance.
- Special note construction huge 4 yr improvement to reach a grade 1
- Apprenticeships will be graded a 3 requires improvement.

Members congratulated colleagues on a brilliant job with little resource.

KPI Report

80/2018 The Board received the KPI Report and noted that 16 – 18 apprentices shows the closing situation for 17/18. Enrolments 18/19 are currently about 50 short, but the final apprenticeship figures are still not known. We are recruiting in a smaller cohort. Members noted that the final report for 17-18 and 8-18 targets would be presented at the next meeting.

Governance Items

81/2018 i) Search and Governance Committee Meeting 9 October 2018

The Chair reported on the Search and Governance Committee meeting held before the Board meeting. *(Louise Matthews left the meeting for this item).*

The Committee reviewed current vacancies and the skills audit as well as the attendance report for 2017-18. It was agreed to use the Code of Governance as a tool for self-assessment, a draft document to be circulated for comment.

The Search Committee recommended to the Board the appointment of:

- i) Louise Matthews as an independent member for a four year term of office from 9 October 2018 – 8 October 2022.
- ii) Jacqui Gerrard as an Associate Member for a term of one year to be reviewed at that time. Jacqui is in the process of moving to live in Weymouth, the one year Associate appointment to give her the opportunity to finalise her personal arrangements.

The Board approved the two appointments. All in Favour. Members noted there were still two vacancies. New member applications, the skills audit and attendance report would be available to members on the GVO.

Louise Matthews re-joined the meeting and was informed her appointment had been confirmed. Louise was welcomed as a member of the Board.

Any Other Business

82/2018 SAR update

It was noted the draft SAR was nearing completion and would be available for the meeting of the Validation Panel on 13 November at 2.30 p.m. The Panel would consist of Rod Davis, Lyn Bourne, Richard Noah and Stephen Prewett.

Date of Next Meeting

83/2018 The next meeting was confirmed as Tuesday 13 November 2018.

Confidentiality

84/2018 It was agreed to keep the detail about the application to the TU confidential.

Signed _____ Chair

13 November 2018