

WEYMOUTH COLLEGE CORPORATION
Minutes of the Board Meeting held on 09 November 2021 in Room L104,
Weymouth College and Via MS Teams

| Members Present: | | In attendance: | |
|-------------------------|-------------------|-----------------------|--------------------------------------|
| Richard Noah | Chair | Sue Ratcliffe | Clerk to the Corporation |
| Julia Howe | Principal | Jenny Stiling | Associate Member |
| Jacqui Gerrard | Vice Chair | Louise Matthews | Associate Member via Teams |
| Andy Matthews | Vice Chair | Rob Cole | Vice Principal |
| Jane Nicklen | | Phil Templeton | Vice Principal |
| Steve Webb | | Kelly Bush | Vice Principal |
| Ian Bates | | Natalie Merry | Assistant Principal via Teams |
| Ian Girling | | Jason Vaughan | Associate Member Apologies |
| Rod Davis | | Karen Sherrell | Admin Officer |
| Jack Dickson | | | |
| Angela Neuberger | Via Teams | | |
| Peter Vowles | | | |
| Megan Barnes | | | |
| Jade House | Via Teams | | |

The Chair welcomed everyone to the meeting

Membership Matters

81/2021 Members received the recommendation from the Search & Governance Committee to appoint Karen Dyke as a full member of the Board and also received a copy of her application form and CV. Members noted that Karen's skills and experience in the FE Sector were welcomed and fulfilled some of the comments and recommendations made by the FEC Team in their latest report. Karen joined the meeting, was welcomed by the Chair and introductions were made.

RESOLVED to confirm the appointment of Karen Dyke as a full member of the Board for a four-year term from 9 November 2021 to 8 November 2025. Vote unanimous.

Apologies for Absence

82/2021 Apologies for absence were received from Jason Vaughan (Associate Member).

Declarations of interest

83/2021 Members had nothing to declare.

Notification of Any Other Business

84/2021. No Other Business was notified.

Minutes of the Meetings held 12 October 2021

85/2021 The minutes of the meeting held on 12 October 2021, copies previously circulated, were confirmed as a correct record and signed by the Chair after correcting minor typos and clarity on the following items:

- a) Minute 78/2021 records the item on the appointment of Chair and Vice Chair:
78/2021 e) Appointment of Chair and Vice Chair – The Clerk outlined the process to be followed and reminded members that full information will be circulated in the near future.

- b) T Levels, as reported at the last meeting and following proposals from the Curriculum and Quality Committee, The Vice Principal Curriculum will provide a diagram explaining T Levels and then report on the College's implementation plans in the New Year.

Principal's Update

86/2021 The Principal presented a written report, in addition to her monthly newsletter, previously circulated and available on the GVO. The following items were highlighted, discussed and noted:

- Update on Funding and Growth Opportunities - a successful bid with Bournemouth and Poole College to develop 5G Technologies.
- Environment Week – Details of activities throughout College during the week 8 – 12 November 2021. It was agreed to add the AoC Roadmap link to on a new Environment Section on the GVO and contact the FE Climate Commissioner.
- Visit to Arts University Bournemouth – Interesting and positive visit with thanks to Angela Neuberger.
- Appointment of Director of HR and organisational Development – Alison Knight starts in the post in the New Year.

Student Governor Update

87/2021 Jade reported some positive feedback received from a parent, which praised staff and the emphasis on mental health and wellbeing in College. Louise Matthews, as a parent as well as a Board Member endorsed Jade's feedback sharing that the College provided a nurturing and supportive environment for students.

Members noted that plans were in place for the next Student Rep meeting to elect the second student governor. Candidates have been asked to provide a short personal statement and it was hoped the election would be completed so the new student governor would attend the December Board meeting.

KPI Monitoring

88/2021 The Board received the KPI Report showing outcomes for the current year and suggested targets for 2021-2022. After consideration and review, the proposed targets were agreed on the understanding that they can be changed if required. The areas fit well with the Committee structure and those relating to HR will be included in an Annual Report to the Board. Members also welcomed the RAG rating to enable risk areas to be highlighted.

When sector benchmarks are available they will be included. Members noted that the College is looking to obtain data from 5 similar sized colleges and benchmark against financial records in the new year in the aim to develop trend data.

It was agreed that the URL Link to the live Dashboard would be provided on the agenda for both Finance and Resources and Curriculum and Quality Committees so members can review the live data prior to each meeting.

Business and Operational Plan

89/2021 The Business and Operational Plan is available on the GVO. The Principal explained it is a large document for SLT and operational managers. Members agreed it was an important working document which does not require detailed scrutiny by the Board. However, members felt regular extracted, exception reporting with the story behind the outcome would be useful. To ensure members are made aware of where the issues are. Members do not want a summary but a report at every other meeting that highlights the important points.

Weyco Services

90/2021 Confidential Minute

Any Other Business

91/2021 a) Schedule of Regular Business the Board received the Schedule of Regular Business, a working document used by the Clerk, regularly updated and forming the basis for developing Board and Committee agendas.

b) FEC Final Report – September 2021

Members received the Report from the FE Commissioner following their follow-up visit in September 2021 and noted generally positive outcomes as expected from the verbal feedback received. There were three ongoing recommendations following the March 2021 visit, recommendations 2, 3 and 4 remain ongoing. The Principal confirmed she would continue monitoring progress using the Action Plan. Members were pleased to note there were no new recommendations and the FEC team would undertake a lighter touch visit in the spring term 2022 to review the progress of the Implementation of the three ongoing recommendations. It was also noted the report stated that this will not take the format of a formal DA follow up visit, but more of a strategic visit with a targeted scope.

The Principal reported that she expected to engage in a “Strategic Conversation” in May with both the ESFA and the FEC Teams. It is understood this is a new supportive approach by both agencies and she would report back in due course.

The Board also noted that Shelagh Legrave, the new FE Commissioner appointed in October 2021, was the former chief executive of Chichester College.

Date of Next Meeting

92/2021 The next meeting was confirmed as 14 December 2021

Signed _____ Chair

14 December 2021