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| **WEYMOUTH COLLEGE CORPORATION****Minutes of the Board Meeting held on 27 Sept 2023 in Room L104, Weymouth College and Via MS Teams** |
| ***Members Present:***  | ***In attendance:*** |
| Steve Webb | ***Chair***  | Alison Lydon | Head of Governance |
| Julia Howe | ***Principal***  | Jenny Stiling  | Associate Member  |
| Ian Bates | ***Vice Chair***  | Rob Cole  | Vice Principal Finance an HR |
| Jacqui Gerrard |  | Phil Templeton | Vice Principal - ***Apologies***   |
| Jane Nicklen |  | Kelly Bush | Vice Principal Curriculum and Quality, |
| Ian Girling | ***Apologies*** |  |  |
| Rod Davis |  |  |  |
| Angela Neuberger |  |  |  |
| Karen Dyke |  |  |  |
| Andy Matthews |  |  |  |
| Peter Vowles |  |  |  |
| Anne Munro |  |  |  |
| Chris Evans | ***Apologies*** |  |  |
| Geoff Channon |  |  |  |
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**Introduction and Welcome**

49/2023 The Chair, welcomed everyone to the meeting. Apologies were noted as above.

**Declarations of interest**

50/2023 Members had nothing to declare.

**Membership**

51/2023 a one year extension to the term of Andy Mathews, as recommended by members of Search and Governance Committee and proposed on the agenda, was unanimously approved.

**Notification of Any Other Business**

52/2023 Consideration to be given to the role of safeguarding governor, explanation regarding GVO updates and a request regarding link visits.

**Minutes of the Meetings held on 11 July 2023**

53/2023 The minutes of the meeting held on 11 July 2023 copies having been previously circulated, were confirmed as a correct record and signed by the Chair.

**Meeting Action Points**

54/2023 The actions sheet was considered.

**Principal’s Update**

55/2023 The Board received a verbal update in addition to the principal’s latest newsletter, available on the GVO. The following items were noted:

1. Enrolment Figures - The figures as of last week were explained including an explanation of lag funding. There are more L1 and L2 students as exam grades realign to pre-Covid levels and the affects were explained. A number of questions were responded to regarding:

\* The effects of grading and whether students had struggled last year.

\* Lag funding and potential for in-year uplift.

\* Whether additional maths and English had been required.

\* Adult education and the fact that this builds throughout the year with enrolments continuing all the way through the year

\* Any potential claw-back and the process of monitoring this in-year

1. Outcomes – final achievements return date is 23rd October. Expected results were explained including improvements in apprenticeship achievement which should be well above the national average. Agreed a press campaign will be prepared when all results are confirmed.
2. Tyneham Building – launch 7th November which governors will be invited to attend. Following a question it was confirmed that there were a few changes to specification which could take it £40-50k above budget but some additional funding may be accessed. Questions were responded to and it was confirmed that students and staff love the building and behaviours have seen improvements. Employer engagement has been excellent.
3. JCC – 89 colleges, including Weymouth, were voting on strike action. The likely proposed pay award had been explained and seemed well received. A number of questions were responded to. A formal recommendation would be made to governors via GVO once student numbers are confirmed.
4. LSIF - KB gave further information on the submission. A number of questions were responded to. The potential for apprenticeships was explained.

*KD joined the meeting at this time (16.32)*

**Update from Student Members**

56/2023 PV explained that the process for election of new student governors had begun with a request for nominations taking place earlier in the day and voting due early in November. Shadowing role to be considered.

Action: PV/AL

**Annual Safeguarding Report**

57/2023 The annual safeguarding report, available on GVO, was considered. RC explained that he had taken over the role of DSL at the beginning of this academic year. Concern was raised regarding the issue of suicide and unexpected deaths and the work that has taken place in this area was outlined. A number of questions were responded to and support provided and available for both students and staff was outlined. Staff governors reiterated how good the support is. Further information on the T group would be shared.

Action: JH

**Committee and Subsidiary Reports**

58/2023 i) Audit Meeting 25th September – AM explained that

* Internal audit plan had been considered and proposals were explained.
* Internal audit reports were explained.
* The tender for auditors was explained. The proposal to look to potentially extend the external auditors by a further year was unanimously approved.

59/2023 ii) WeyCo Meeting 27th September 2023

The Chair reported on the meeting held earlier in the day. Members noted:

* The outturn is in line with expectations though costs were higher than budget which had been evident throughout the year
* Rebranding of the canteen to “the Kitchen”
* Development of Cranford sports which assists with curriculum and wellbeing of both students and staff as well as an improving offer to the community.

**P12 Finance Report**

60/2023 Members received the P12 finance report, available on the GVO and RC gave an update. Key points considered were

* EBITDA was £1.2m which is around £200k higher than reforecast with Good Financial Health at 210 points
* Cash is around £1.1m
* Income targets have been exceeded, partly through SDF money.
* Debt now at £2.6m which continues to reduce.
* Capital spend programme.

Following a question it was confirmed there are no concerns regarding provisions or late items. Potential risks were reviewed and it was noted that energy costs are due to reduce further. An application had been made for an AoC sustainability Beacon award.

The proposed pay award, which is linked to student numbers, was considered. It was confirmed the Remuneration committee would consider the award for senior postholders.

**Any Other Business**

61/2023 (i) Safeguarding Governor. A request was made for a volunteer as safeguarding governor, which IB had previously agreed to cover as an interim measure. All to consider. IB will continue and agreed to update training. Training to be organised.

Action:AL

(ii) GVO Updates. AL explained the new “Updates to Read” folder within GVO and the proposed changes to organisation. Updates folder to be moved to top level.

Action: AL

All to read documents and tick “Approval” to show this has been done, with emphasis on KCSIE as and urgent action.

Action: Governors

(iii) Link Visits. Heads of school will contact governors to go through self assessments shortly. Visit information to be shared with Head of Governance as well as feeding back to the Head of School.

**Date of Next Meeting**

62/2023 The Calendar of Meetings for 2023-2024 had been shared on GVO. The next meeting was

confirmed as 7 November 2023.

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Chair