

**WEYMOUTH COLLEGE CORPORATION**  
**Minutes of the Board Meeting held on 17 February 2022 in Room L104,**  
**Weymouth College and Via MS Teams**

<b>Members Present:</b>		<b>In attendance:</b>	
Steve Webb	<b>Chair</b>	Sue Ratcliffe	Clerk to the Corporation
Julia Howe	<b>Principal</b>	Jenny Stiling	Associate Member
Ian Bates	<b>Vice Chair via Teams</b>	Louise Matthews	Associate Member
Jacqui Gerrard		Rob Cole	Vice Principal <b>via Teams</b>
Jane Nicklen		Phil Templeton	Vice Principal <b>Apologies</b>
Ian Girling	<b>Apologies</b>	Jason Vaughan	Associate Member <b>Apologies</b>
Rod Davis		Kelly Bush	Vice Principal
Jack Dickson	<b>Via Teams</b>	Natalie Merry	Assistant Principal
Angela Neuberger		Jayne Barnes	<i>For first item only</i>
Peter Vowles			
Megan Barnes			
Karen Dyke			
Jade House			
Teagan Brissette			
Andy Matthews			

The Chair welcomed everyone to the meeting, his first as the newly elected Chair. He highlighted a change in focus going forward, a move from tactical actions to a more strategic and visionary approach. This to be explored in a session with Kirsti Lord from the AoC to be held prior to the Board meeting on 29 March 2022. He also encouraged everyone to reacquaint themselves with the Instrument and Articles, the AoC information and guidance and the new Code for English Colleges available on the GVO.

It was agreed to move the feedback from the Curriculum and Quality Committee meeting to earlier on the agenda.

**Presentation** by Natalie Merry and Jayne Barnes presented an Introduction to Apprenticeships, Adult Skills and Employer Services. The presentation and programme of activities is available on the GVO.

*Jayne Barnes left the meeting*

**Apologies for Absence**

01/2022 Apologies for absence were received from Ian Girling, Jason Vaughan and Phil Templeton.

**Declarations of interest**

02 2022 Members had nothing to declare.

**Notification of Any Other Business**

03/2022 Two items of other business were notified and accepted:

- i) Renewal of Electricity Contract
- ii) Report on Recent Link Visit.

### **Minutes of the Meetings held on 14 December 2021**

04/2022 the minutes of the meeting held on 14 December 2021, copies previously circulated, were confirmed as a correct record and signed by the Chair.

### **Curriculum and Quality Committee Meeting – 8 February 2022**

05/2022 The Minutes of the meeting are available on the GVO.

With apologies from the Committee Chair for late attendance, the Vice Principal Curriculum fed back to members on the recent meeting. He highlighted a review of the KPI's and members noted that activities were planned to enable the College to meet the enrolment target. In addition to general curriculum updates, the Committee also received an update on T Levels and were told which T Levels the College was planning to introduce from 2023-2024. Alongside this a capital bid is currently being developed.

The Committee:

- Were pleased that attendance rates were still high and they had not been dramatically impacted by the Covid-19 pandemic.
- Were introduced to Martin Oliver, Director of Curriculum who gave an overview of the Curriculum planning process and timetable. **The Board noted that the joint meeting of the Finance and Resources and Curriculum and Quality Committees would be held on 10 May 2022** to review the provision deemed to be below the 45% contribution factor and review the rationale for continuation or closure and receive feedback on the current year.
- Received an update on the Visioning Day in December 2021, held remotely due to the Covid-19 pandemic.
- Reviewed the QDIP monitoring point 1 and noted all is going to plan.
- Noted that the monitoring of EHCP students is being reviewed. There are currently 8 students per school with an EHCP.

Board members asked for an update on the future of BTEC qualifications and noted that despite an understanding that the Government in the new Skills Bill plans to make A Levels and the new T Level technical alternative the main qualifications at post 16, sitting alongside Apprenticeships, all waves of BTEC and other reform have been delayed with funding expected to be lost from 2024. The Vice Principal explained he saw a co-existence going forward where there is no overlap with T Levels.

Members also noted an increase in the core funding rate from 2022- 2023 also provides for an additional 40 hours study programme tied to the increase in funding per student. To gain this additional income, additional hours must be delivered. The Principal explained that alongside teaching requirements, the College is looking to increase our 1:1 hours in softer skills, core skills, interview skills and mental health programme etc. capturing our current effective individualised approach. As a result of the funding increase - UCU will be requesting a 10% pay award and have indicated a ballot will again take place. It was also noted, there will be costs against the additional input hours.

*Jade House joined the meeting.*

### **Principal's Update – Confidential Item**

06/2022 The Principal presented a Confidential written report, in addition to her monthly newsletter, previously circulated and available on the GVO.

### **Student Governor Update**

07/2022 The Student Governors reported on recent student rep meetings which were extended to all students as there were wider topics for discussion. The Sustainability Day was a successful day looking at how to further develop the Green Agenda. Similarly, there were interesting and successful Industry Days for example BA Systems visited the College. Students appreciated the communication and information provided. It was also a positive experience for those joining the Equality and Diversity meeting.

Generally, students were pleased for a “return to more normal” but accepted the ongoing risks from Covid 19, some still preferred to wear face masks. The impact on mental health has been significant and students are trying to recover what they have lost and also dealing with issues outside of College.

The Students members highlighted that some students may not be familiar with Student Services and the available support. It was noted A levels workshops for those not passing exams, were in place but there is a waiting list for counsellors. Currently we have 1 councillor and 11 volunteers and there is huge demand. Although other services are available, students felt going off campus increases their stress issues, College services are more accessible and approachable. The Principal explained that Student Services will be moving and re-launching to improve accessibility. Natalie, the SLT Lead for health and wellbeing – will focus on staff and students and it was agreed to carry on outside the meeting.

*Kelly Bush left the meeting*

### **Weyco Service – Redlands**

08/2022 Confidential Item.

### **Weyco Services - Appointment of Director**

09/2022 Members noted the need to fill a vacancy on the Board of Directors and after discussion it was agreed to put together some further information to provide some background to the Company so Members could consider this role.

### **Finance and Resources Committee Meeting – 26 January 2022**

10/2022 The Minutes of the meeting are available on the GVO.

The Committee Chair highlighted a favourable and improved financial position, cemented by the recently published P6 report, showing the College is continuing in the right direction and reporting better than the TU Target. She highlighted this positive news, however the outcome of Redlands proposals will affect the overall position. It was noted if this becomes the second year of good we may be looking at coming out of financial intervention. ESFA Discussions have already started and Cash-flow shows good news in that the College would not go under the TU requirement of £300k at any time during the year.

Members noted and discussed:

- Bank Covenants - Members noted what the covenants were and the fact that the College is not in breach of two. However, one we are, and will continue to breach due to the Pension deficit position. Members also noted the move to Allica Bank was in progress.
- Increased revenue from International/previously home EU Student. The College were cautious in moving to full cost, and highlighted the need to do develop international provision, taking a strategic approach.

- A vacancy on the Committee following the appointment of Steve Webb as Chair of the Board. Terms of Reference required membership of 5, whereas currently there were four. She asked if any Board Members wished to fill this vacancy. There were no volunteers at this time. The Clerk explained that the Search Committee were aware of the vacancy and various avenues to recruit someone with financial skills were being explored, unfortunately to no avail at the present time.

### **Remuneration Committee Meeting – 1 February 2022**

11/2022 The Minutes of the meeting are available on the GVO.

The Committee Chair presented a draft revised Terms of Reference for approval by the Board. Explaining the background to the amendments, and highlighting the changes, she explained there were anomalies that were no longer required, some proposed changes to committee membership and appraisal panels.

The Committee had identified the need to review the policies for senior post holders and would look to do that at their next meeting, which would be planned to coincide with a final probation review for the Principal in May 2022. **RESOLVED the revised Terms of reference be approved. Vote: unanimous.**

**Membership** – Expressions of Interest to join the Committee had been received from Karen Dyke, Angela Neuberger and Rod Davis. **RESOLVED the appointment of these three members be approved. Vote: unanimous.**

### **Any Other Business**

12/2021

- i) Renewal of Electricity Contract - The Vice Principal Finance and HR updated members on the forthcoming renewal of the Electricity Contract. It was agreed a full report would be placed on the GVO for comment and progressed through the Finance and Resources Committee Meeting on 16 March 2022. Members requested that we explore further solar energy opportunities.
- ii) Louise Matthews gave a verbal update on:
  - Her recent Link visit to the Art Department. She explained she had a very positive experience during her attendance at the mid-term review where T Levels were explored and the need for permanent gallery space was highlighted as was the need to develop a pool of guest speakers.
  - In addition Louise fed back on her visit to the STARS Exhibition, a very powerful photographic display highlighting awareness of victim support and sexual abuse.
  - It was agreed to put feedback from Link Visits on each agenda for future meetings. In addition reports can also be recorded on report forms stored on the GVO.

### **Date of Next Meeting**

13/2021 The next meeting was provisionally confirmed as 29 March 2022.