

WEYMOUTH COLLEGE CORPORATION
Minutes of the Board Meeting held on 4 October 2022 in Room L104, Weymouth College and Via MS Teams

Members Present:		In attendance:	
Steve Webb	Chair	Sue Ratcliffe	Clerk to the Corporation
Julia Howe	Principal	Jenny Stiling	Associate Member
Ian Bates	Vice Chair	Rob Cole	Vice Principal
Jacqui Gerrard		Phil Templeton	Vice Principal Apologies
Jane Nicklen		Jason Vaughan	Associate Member
Ian Girling	Via Teams	Kelly Bush	Vice Principal
Rod Davis			
Jack Dickson	Via Teams		
Angela Neuberger			
Peter Vowles			
Karen Dyke			
Andy Matthews			
Chris Evans			
Teagan Brissette	<i>From 5 p.m.</i>		

The Chair welcomed Chris Evans to his first meeting. It was agreed to delay the Student Governor item to later on the agenda.

Apologies for Absence

46/2022 Apologies for absence were received from Phil Templeton and Jason Vaughan.

Declarations of interest

47/2022 Members had nothing to declare.

Notification of Any Other Business

48/2022 There was one item notified as per the agenda.

Minutes of the Meetings held on 12 July 2022

49/2022 the minutes of the meeting held on 12 July 2022 copies previously circulated, were confirmed as a correct record and signed by the Chair.

Principal's Update

50/2022 The Board received a written report previously circulated and available on the GVO. The Board were pleased to receive a copy of the letter taking the College out of Financial Intervention. Many congratulations were expressed to all, we should celebrate! It was noted this was published on the DfE Website on 26 August 2022.

Other items were deemed confidential.

Reports from Recent Committee Meetings

Finance and Resources Committee held on 28 September 2022

51/2022 The Committee Chair reported that following a review of the P12 Management Accounts and the verbal update, the 2021/22 budget out-turn EBITDA is £1,175k (8%) - an adverse change of £17k on the P12 Management Accounts. In addition:

- Financial Health for 2021/22 remains at **GOOD (190 points)**
- Cash flow at 31st July 2022 was £1.5m and is above budget cash flow projections £828k
Month end cash flow remained significantly above the TU minimum £300k throughout the financial year and the College repaid loans of £662,600 in 2021/22, which includes the late 2020/21 repayment of TU loans £100k (repayment made August 2021).

The Committee discussed ongoing risks with the increasing Gas and Electricity prices and uncertainty in the markets. The College will be eligible for help with the price cap being extended to businesses.

Curriculum and Quality Committee held on 27 September 2022

52/2022 The Committee Chair explained that members had received a helpful update on the Skills and Post 16 Education Act 2022 and how the College is approaching it. The presentation and details are linked for Board members on the GVO. Related to the responsibilities for Corporations in the new Act and measures introduced by Ofsted, it was agreed the Group of Governors to meet with Inspectors looking at Skills would fall to the members of this Committee. The SAR meetings coming up will include invites to link Governors and details of Skills needs in individual areas. Members also learned that Martin Oliver's role as Director of Curriculum has been enhanced to cover Skills, his role is now Director of Curriculum and Skills.

An update on projected student outcomes and enrolments were shared and members noted an approach from Agincare expressing interest in working with the College.

The Minute of the Committee Meeting will be available on the GVO.

Members noted:

- Student Outcomes – expected to be 7% higher than last year. 88% overall, looking to be a strong performance for the year. Apprenticeships 63%. But there are still some results to be finalised - a full report should be ready for the next meeting.
- T Levels – Although the College has been successful in the bid for Tb Level capital funding, we still await the appeal for a higher proportion of funding to alleviate the need for 50% match funding.
- Enrolment figures - 1294 against a contract of 1230. Day 42 cut-off is 19 October but there is the retention factor. HE Enrolment is above target. EHCP target is 175, current position 130.
- Work was continuing looking as to how we shape the Curriculum to meet Skills needs including looking at growth needs.

LSIP - Learning and Skills Improvement Plan

53/2022 Ian Girling reported that the Dorset Chamber had been successful in becoming the ERB Employer Representative Body for Dorset and would lead on the development of the LSIP and would be working with others to look at the future and current needs. The project would be led by Nicola Newman. A project plan has been submitted to the DfE and due to the amount of data required, a data analyst was also being recruited.

Members noted that consideration has been given regarding conflicts of interest of the Dorset Chamber staff and it is hoped that these can be managed so that the relationships and working together can successfully continue.

Teagan Brissette arrived

Remuneration Committee held on 28 September 2022

54/2022 The Committee Chair Reported that:

- The Committee had developed employment policies for Senior post Holders based on the AoC Model Policies. These policies were for Capability, Disciplinary and Grievance and subject to

correction of some minor typos, the final versions were submitted for the approval of the Board. These policies would be shown to Unions at the next local JCC meeting.

- The Committee had discussed and recommend to the Board that the Senior Post Holders should receive the 2.5% Pay Award as payable to all staff with effect from 1 September 2022.
- There is a further amendment to the Committee Terms of Reference. To read - *The Chair of the Board and at least two members of the Committee will form the Appraisal Panel for the Principal.*

Resolved that the three recommendations from the Remuneration Committee above are approved.

Vote Unanimous

The Committee Chair also reported that the Appraisal Panel proposed to introduce, in line with the Committee Terms of Reference, a consultation with Members and other staff to add value to the senior post holders' performance review. With the forthcoming review for the Principal it was suggested a Survey Monkey questionnaire be prepared and circulated with questions based on competencies and tasks. The proposals were accepted.

Weyco Directors – Redlands Update

55/2022 Confidential Minute

Student Governor Update

56/2022 Teagan Brissette apologised for her arriving late and explained that it was hopeful through the Student Council and student reps system to get more students involved by giving feedback and also becoming more involved in activities including trying to develop more opportunities for clubs and other activities. *Teagan Brissette left the meeting*

Any Other Business

57/2022 i) Futures Focus Group

The Chair introduced this item by explaining his wish to develop a longer term vision for the future. After a lengthy discussion, it was agreed to have a "Discussion Zone" item on the GVO so members can share thoughts and ideas and links to papers. It was also agreed to look to put a facilitated Strategy Day in the diary for the near future.

The discussion on this item was deemed confidential.

ii) Ransomware attack

Members were informed that the College had been the victim of a ransomware attack which occurred on Sunday 2 October 2022. This resulted in considerable disruption to IT services for the immediate 48 hours after and working with JISC (*JISC is a United Kingdom not-for-profit company that provides network and IT services and digital resources in support of further and higher education institutions and research as well as not-for-profits and the public sector*) the College is working to restore services and it was noted services were back to normal at the time of the meeting, but there would be further safeguards introduced for future use of remote desktop. After discussion, members were assured everything was being done and damage was averted. A full report would be prepared for the November meeting of the Audit Committee.

Date of Next Meeting

58/2022 The next meeting was confirmed as 1 November 2022.

Signed _____ Chair

01 November 2022