

**WEYMOUTH COLLEGE CORPORATION**  
**Minutes of the Board Meeting held on 28 March 2023 in Room L103, 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</b> | Rob Cole              | Vice Principal                    |
| Jacqui Gerrard          | <b>Via Teams</b>  | Phil Templeton        | Vice Principal                    |
| Jane Nicklen            |                   | Jason Vaughan         | Associate Member <b>Apologies</b> |
| Ian Girling             |                   | Kelly Bush            | Vice Principal                    |
| Rod Davis               |                   |                       |                                   |
| Angela Neuberger        |                   |                       |                                   |
| Karen Dyke              |                   |                       |                                   |
| Andy Matthews           |                   |                       |                                   |
| Peter Vowles            |                   |                       |                                   |
| Anne Munro              |                   |                       |                                   |
| Chris Evans             | <b>Via Teams</b>  |                       |                                   |
| Geoff Channon           | <b>Apologies</b>  |                       |                                   |
| Teagan Brissette        | <b>Apologies</b>  |                       |                                   |
| Sarah Limm              |                   |                       |                                   |
|                         |                   |                       |                                   |

**Introduction and Welcome**

14/2023 The Chair welcomed everyone to the meeting.

**Apologies for Absence**

15/2023 Apologies for absence were received from Geoff Channon, Jason Vaughan and Teagan Brissette.

**Declarations of interest**

16/2023 Members had nothing to declare.

**Notification of Any Other Business**

17/2023 No other items of Business were notified.

**Minutes of the Meetings held on 21 February 2023**

18/2023 The minutes of the meeting held on 21 February 2023 copies having been previously circulated, were confirmed as a correct record and signed by the Chair.

**Update from Student Members**

19/2023 Members received a verbal update from Sarah Limm and offered their congratulations to Tilley Wood on her election as a member of the Youth Parliament the election was from a field of nine other candidates. Tilley will be joining the Board as an Associate Member of the Curriculum and Quality Committee from next month.

Sarah reported a very successful enrichment programme for students, with over 240 students regularly involved in lunchtime activities and students were offering reduced price services to staff in the salons.

Members asked about how the students were feeling following previous reports of high demand on college counselling services. It was noted there were high anxiety levels after covid which resulted in considerable demand causing a backlog for students accessing the counselling service. This seems to be improving.

It was also noted that weekly student-led groups were being developed looking at areas such as sustainability, enrichment, equality, diversity and inclusion and student support.

### **Principal's Update**

20/2023 The Board received a verbal update in addition to the principal's latest newsletter, available on the GVO.

Members noted there are a number of forthcoming major issues which will be introduced at the next meeting and at the Curriculum and Quality meeting on 9 May. The main issues for future meetings will be:

- 2023/2024 Curriculum Plan,
- The Qualification Reforms including the defunding of some existing qualifications, the proposals represent huge challenges for colleges and the sector is responding through the AoC. and
- the requirement for colleges to provide an Accountability Agreement for the ESFA.

Discussion followed on the LSIP, the first stage which is nearing completion and it will be influential to the development of the Accountability Agreement. Members noted that the development of the LSIP, prepared by the Dorset Chamber, has been a positive process.

It was also noted with disappointment that there was no mention of further education in the recent budget statement. However, the Principal reported she will be meeting with our local MP in the near future when funding and qualification reforms will be highlighted. The Annual Strategic Conversation with the DfE and ESFA is scheduled for 24 April 2023.

### **FEC Meeting – Confidential Minute**

#### **Committee Reports**

##### **21/2023 i) Audit Committee Meeting 14 March 2023**

The chair of the Audit Committee reported on the meeting where members received an update on internal audit and reviewed the Risk Register. Discussion followed on staff retention as one of the highest risks facing the college. The Committee's attention was drawn to the need to appoint a new safeguarding link following the resignation of Jack Dickson. After discussion it was agreed to recommend that this role be undertaken on a temporary basis by the Principal in her Board Member capacity, reporting through to Ian Bates as Vice Chair of the Board. Phil Templeton remains the DSL (designated safeguarding lead).

##### **ii) Finance and Resources Committee Meeting 22 March 2023**

The Committee Chair reported the meeting had reviewed the P7 Financial Report and noted a college financial health remaining at Good (200 points) with EBITDA of £1,167k (8%), an improvement of £37k from P6. Members were pleased to see a net improvement in income mainly due to improved project receipts and the income risks around March have been removed due to changes in income receipts as a result of the ONS reclassification. Energy costs continue to track budget. The Committee received an update on capital projects and noted the T Level building had to be slightly re-sited due to the location of some high voltage cables, but it is expected to be delivered on time. It was noted that the Committee wished to look more carefully at the overall delivery of capital projects, including timing as well as

funding. The Committee Chair also feedback on a recent AoC meeting for Committee Chairs and agreed the slides would be shared via the GVO.

It was noted there were frustrations with the short timescales for capital bid applications and completion timescales.

**Appointment of Chair of Curriculum and Quality Committee**

22/2023 The Board confirmed the appointment of Karen Dyke as Chair of the Curriculum and Quality Committee.

**Appointment of Safeguarding Link**

23/2023 The Clerk reminded members of a recent email circulated to members, explaining temporary arrangements put in place to cover this role following the resignation of Jack Dickson. Members supported the principal taking the Corporation’s role, reporting to the Vice Chair and being the immediate report for the College’s DSL (as reported in minute 21/2023 above). It was agreed members would consider if they wished to take on this role, to consult with those not present at the meeting and to note full required training is available.

**Appointment of Head of Governance**

24/2023 The Board received a report from the Chair of the Remuneration Committee/Selection Panel recommending the appointment of Alison Lydon as the new Head of Governance following the forthcoming retirement of Sue Ratcliffe. Members noted Alison is well experienced and qualified and is currently Director of Governance at Queen Alexandra College in Birmingham.

**RESOLVED** to confirm the appointment of Alison Lydon to the post of Head of Governance with effect from 1 July 2023, in accordance with the recommendations contained in the report.

**Any Other Business**

25/2023 Weyco – It was noted that the Weyco accounts are yet to be signed as the college is awaiting feedback from the ESFA regarding the going concern statement and forgiveness of debt to the college, the amount of which is considerably above the general guidance issued as a result of the ONS re-classification. This amount being due to Redlands costs. An extension to the deadline for filing, to end of July 2023, has been granted.

External Review of Governance – it was noted the specification to appoint a reviewer in accordance with Government guidance is currently being prepared.

**Date of Next Meeting**

26/2023 After discussion about items that may be added to shorter meeting agendas, it was noted the calendar for 2023/2024 is currently being prepared and if required a review of the number of Board meetings in the year, could be reviewed.

The next meeting was confirmed as 23 May 2023

Signed \_\_\_\_\_ Chair

23 May 2023