***Approved 24 February 2025***

**PUBLIC MINUTES OF THE MEETING OF THE CORPORATION**

**Held on 10th December 2024 at 16.00 at Weymouth College**

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| ***Members:*** | | ***In attendance:*** | |
| Steve Webb | ***Chair*** | Alison Lydon | Director of Governance |
| Robert Lasseter | ***Vice-Chair*** | Julie Hodge | Governance Administrator |
| Kate Wills | ***CEO Principal*** | Tom Hallam | Vice Principal |
| Richard Barker |  | Julian Tucker | Interim Finance Director |
| John Bullen |  | Tony Skeel | DfE |
| Geoff Channon |  | Becky Edwards | FEC |
| Rod Davis |  |  |  |
| Chris Evans |  |  |  |
| Jacqui Gerrard |  |  |  |
| Dawn Harvey |  |  |  |
| Tim Hulme | ***Apologies*** |  |  |
| Dan Knight |  |  |  |
| Graham Ledden |  |  |  |
| Angela Neuberger |  |  |  |
| Nicola Newman |  |  |  |
| Kay Taylor |  |  |  |
| Hannah Crocker | ***Staff Governor*** |  |  |
| Anne Munro | ***Staff Governor*** |  |  |
| Student Governor | ***Vacancy*** |  |  |
| Tracy Goralczh | ***Student Governor Apologies*** |  |  |

1. **Apologies for Absence**

The Chair welcomed all to the meeting. Apologies were noted as above.

1. **Declarations of Interest**

There were no declarations pertinent to the meeting other than for item 4.

1. **Any other business agreed with the Chair**

Strategy Day.

Closed session at the end of the meeting requested.

1. **Membership and Structures**

Further to recommendations from the Search and Governance Committee it was proposed that the following resolutions be passed:

THAT Nicola Newman be appointed for a further term of 4 years.

THAT Richard Barker be appointed for a further term of 3 years taking his total term to the maximum recommended.

Both resolutions were APPROVED unanimously.

Steve Webb handed the Chair to Alison Lydon.

AL explained that following the external recruitment process Chris Evans had been proposed as the new Chair from 1st January 2025 and that there was a wish to ratify this resolution with a term of one year. Members unanimously APPROVED ratification of this resolution.

AL explained that two nominations had been received for the role of vice-chair these being for Richard Barker and Dawn Harvey.

Each candidate gave a short statement of their interest in the role. Members completed voting forms which were collected. Following a count, it was confirmed

THAT Richard Barker be appointed as vice-chair for a period of one year from 1.1.25 and members APPROVED this appointment.

AL handed the Chair back to SW.

It was explained that following CE’s appointment as Chair of the Corporation he could no longer be on Audit & Risk committee. Everyone was asked to consider if they would be interested in the role and to email Alison. BE supported this by explaining that the role suits a general understanding of the work of the college. RB suggested that there should be a chartered accountant on the committee.

1. **Minutes of Previous Meetings**

The minutes of the meeting of 30th September 2024 were unanimously APPROVED.

1. **Matters Arising**

The matters arising were considered. AL to double check all have read and understood KCSIE. A useful session on safeguarding had been held on Wednesday.

It was queried when something would be presented on commercial enterprises. It was agreed a report would be produced by the end of January.

Action: JT

Strategy day proposed for February 4th. CE explained that two planning sessions will be held prior to this and a purpose statement will be drafted before this date. The day itself will include a series of working groups, each of which would need a governor to facilitate. Governors to be sent details of the planning sessions and groups.

Action: KW/AL

Action list item 8 will be covered at strategy day.

It was explained the first internal meeting on HE strategy has taken place and this will form part of strategy day.

AL to discuss the item on clarity of reporting of restricted funding with JT.

1. **Any Other Business agreed with the Chair**

None

1. **Incidents & Inspections**

None

1. **CEO Principal’s Report**

The report was taken as read and questions and comments were invited. It was confirmed this is shared only with the Board. It was suggested that reports shared with others could be utilised with a top and tail in order to minimise work. KW explained this will be developed over time.

Governors asked for information on brand development and the link to work on the strategy day. It was confirmed that this would be discussed at the strategy day and once the brand is agreed there will be a new website.

CONFIDENTIAL MINUTE

Following a question KW explained the changes planned for the Student HQ at Weymouth following requests by students.

Thanks were expressed for the quality of insight and colour provided in the report as this is information that is not provided elsewhere.

1. **Student Governor Report**

KW explained that a full review of student voice and student governor is taking place across the two sites and also that she had met the student governor and attended student voice meetings at Weymouth College. Following a question KW confirmed the issues students have raised and the work being undertaken. This included

* Spaces and eating areas
* More leisure activities with a specific focus on music and dance
* Accessible gym facilities

The course representative and student meeting process was explained and is being replicated at KMC. Momentum is building over time. Students receive a response to items raised within 10 working days to explain either what is being done or reasons something can’t be done. Joint activity across the two sites is welcomed and students who had worked together for the recent recruitment activities have formed an alliance.

1. **KPIs, PIMs and Milestones (confidential)**

KW explained that monthly PIMs (post intervention monitoring) meetings with the DfE and FEC are taking place. There is a set of KPIs in relation to this and the monitoring report had been shared on GVO.

CONFIDENTIAL MINUTE

1. **Budget, Accounts and Work on Pay Harmonisation**

JT explained that the statutory accounts for Kingston Maurward are ready for sign off along with Kingston Maurward Enterprises, each having been reviewed by F&R and A&R committees.

Harmonisation has not been possible yet due to the work on the Annual Accounts. Messaging to staff has been very clear. In the last couple of years, they are used to having an announcement prior to Christmas but this is not possible.

It was proposed THAT

The KMC Annual Report and Accounts be formally APPROVED. This was passed unanimously.

The KME Report and Accounts be formally APPROVED. This was passed unanimously.

1. **EDI Annual Report and Gender Pay Gap Report**

Deferred to February meeting.

1. **Date of Next Meeting**

Next planned meeting 24th February though a further meeting would be required prior to this. It was suggested that a Teams meeting in January would be useful to consider the audit report with information shared before this where appropriate.

Action: KW/AL

1. **Consent Agenda**

It was explained that this areas of the agenda is for items delegated to committees. Input is requested by exception with approval/acceptance on-mass.

The work done by committees and the changes to processes that will be implemented was outlined. The following documents, recommended by committees were unanimously **APPROVED**:

* Safeguarding Annual Reports
* Health & Safety Annual Report
* Complaints Annual Report
* SAR / Position Statement

1. **Committee Reports**

The minutes of all committee meetings were available on GVO.

1. **Any Other Business**

None

1. **Confidentiality**

Items 9 and 11

Meeting finished 17.50