

MOULTON COLLEGE

Minutes of the Corporation meeting held on Thursday, 11th May 2023 at 9.30 am via Teams

Present: Mr D McVean (in the Chair), Mr A Clarkson, Mrs C Harris, Mrs P Hawkesford, Miss L Knapp, Mr M Knibbs, Miss I Knowles, Professor E Limond, Mr C Matts, Dr M Saeudy, Miss M Smith, Mrs K Squires, Mr A Thomson, Mr M Wakeford and Professor S Wareing

In attendance: Mr D Aldridge, Miss A S Bruce, Ms F Williams and Mrs G M Hulley

SECTION A – ROUTINE AND STANDING ITEMS:

23/40 Apologies for absence (Agenda item 1)

Apologies were received from Mrs S Ijewsky, Mr A MacCraig, Miss M McArdle, Mrs P Prow. Mr M Smith also sent apologies.

23/41 Declarations of interest (Agenda item 2)

Ms E Limond declared an interest as an OfS pre-condition assessor. Mr M Wakeford registered an interest in the confidential item around ESFA and SWAP deal to be discussed in Part 2. Mr Wakeford also confirmed he had accepted a position on a Government Taskforce and was likely to be asked to contribute to a skills sub-group.

23/42 Minutes of last meeting (Agenda item 3, Paper A)

The minutes of the meeting held on the 30th March 2023 had been circulated previously and were approved as a true and accurate record.

23/43 Actions from last meeting (Agenda item 4, Paper B)

All actions were progressing and would be completed in time for the next meeting. Ms Williams was asked to prepare a written report on the Students' Union for the next TLA Committee in June 2023.

SECTION B – PRINCIPAL'S UPDATE:

23/44 Accountability Statement (Agenda item 5, Paper C)

The accountability agreement outlined the College's key priorities for next year in line with the National priorities identified by the Department for Education and regional priorities which were determined by the employer responsive body (ERB). The ERB were working on the production of the LSIP (Local skills improvement plan) and although they had determined some draft priorities, they were not yet particularly sector specific. They concentrated mainly on employer advice and guidance and soft/digital skills. There was also mention of 'green' jobs and niche areas of need but the LSIP priorities were far from finalised. The agreement once finalised would be finessed in terms of both the general presentation and the quality of the graphics included. Questions from the governors are listed below with responses shown in italics:

- Page 3, impact refers to construction? *I will put a little bit in the report about impact on agriculture.*
- Health doesn't seem to be included? *Our ERB has not put health and social care in any of their priorities as there is a massive need in this area. We could mention sport in our accountability agreement from health and wellbeing and childhood obesity points of view.*

- How is engagement with the Chamber of Commerce progressing? *I am always very keen that employers are fully engaged and always highlight the importance of this in meetings.*
- We cover agriculture and construction but sport is not mentioned. Does that impact on other areas going forward strategically? *The reason why sport is not included is that we are not putting anything in that is not a national or regional priority. We will get some funding from LSIP on this. There will be certain themes that come through that relate to sport and business and perhaps we will weave this in to give you a feel for some of these priorities. Through all of this there will be certain things that we deliver across our curriculum.*
- The document needs to remain short and punchy to avoid losing focus. This statement will also help to drive the College in the right direction. *Agreed and this will form part of the design process.*
- Who is this document aimed at as I am not sure? I know it has to be uploaded to the website. *Ultimately the DfE but to some extent employers.*
- This document will be renewed every year; does it draw on an underlying document like the strategic plan? What you are aiming to achieve is to meet regulator expectations and requirements. Do questions relate to longer-term plan? Are you flagging up things you want to do for the future? *It does draw from the strategic plan and KPIs and annual KPIs that I bring to the Corporation. It must meet regional and national needs and what we are trying to do as a College as well. There is some continuity with our operational plan.*
- Although a bureaucratic process, this agreement will align itself to some of the College's key documents. It is showing direction which is compatible with the curriculum plan which we will look at later in this meeting. *Every college is looking to submit by the end of May and in some instances, they have not had sight of priorities for their region. We are confident we can deliver this agreement.*
- This will force us to make sure our strategic plan is properly refreshed? *That is in Page 1 and an action in there which is quite important.*
- How we can consider the challenges of using AI in our teaching and learning? *I think AI will be really important. We can weave digital through and develop further in the second year of the agreement.*
- To what extent should the document be SMARTer? *It is the DfE who hold the College to account. The ERB will continue to monitor the LSIP; they do not have any influence over us.*

The Principal confirmed that a copy of the agreement had been shared with the Deputy FE Commissioner who thought it was a very good report. The Chair thanked governors for their feedback on the report. He confirmed that the report could not be signed off at the moment pending further changes. A sub-group should be convened to meet with the Principal to finalise the report and approve on behalf of the Corporation. Membership would be the Chair of Corporation, Chair of TLA Committee and the Principal.

Resolved: To recommend a sub-group is convened in order to finalise the accountability agreement; the sub-group to approve the accountability agreement on behalf of the Corporation; and, to receive the report.

SECTION C – COMMITTEE MEETINGS:

23/45 TLA Committee (Agenda item 6)

a. Minutes of the last meeting (Paper D)

Minutes of the meeting held on the 9th May 2023 were noted.

b. Curriculum Plan (Paper D.1)

The Chair of the TLA Committee outlined a number of key points from the meeting and confirmed the Curriculum Plan was being recommended for approval following scrutiny and challenge at the last meeting. Feedback from the Corporation included the need for a review of the priorities in the vision so that learners feature at the top; sustainability at the bottom. The review of the strategic plan at the July meeting may impact on some of the wording around sustainability.

Resolved: To approve the curriculum plan, and, to note the minutes of the last meeting.

23/46 Meeting of the last Audit Committee (Agenda item 7)

a. Minutes of the last meeting (Paper E)

Minutes of the meeting held on the 5th April 2023 were noted.

b. Internal Auditor (Paper E.1)

The Chair of the Audit Committee outlined the robust process that had been followed in order to be in a position to recommend an internal auditor to the Corporation. Each organisation had been invited to present to a panel of five governors and two members of the SLT. Questions followed. The report included detailed feedback for each presentation. The panel was unanimous in their decision to recommend Wylie and Bassett as the preferred supplier of internal audit services.

c. External Auditor (Paper E.2)

The Chair of the Audit Committee outlined the robust process that had been followed in order to be in a position to recommend as financial statements auditor to the Corporation. Each organisation had been invited to present to a panel of five governors and two members of the SLT. Questions followed. The report included detailed feedback for each presentation. The panel was unanimous in their decision to recommend Beevers and Struthers as the preferred financial statements auditor.

Resolved: To approve the recommendation that Wylie and Bassett are appointed as the internal auditor; and, that Beevers and Struthers are appointed as the financial statements auditor.

SECTION D – CLOSING ITEMS:

23/47 Any other business (Agenda item 14)

There was no other business.

23/48 Date of next meeting (Agenda item 15)

Thursday, 6th July 2023.

Mr M Wakeford left the meeting.