

**Minutes of a Meeting of the CORPORATION held on
Wednesday 18 May 2022
Room A34 at 4.00pm – 6.30pm**

47/22 DECLARATIONS OF INTEREST

Dr Nick England in relation to work currently being undertaken with Island Schools. Prof. Nigel Hastings, whose wife is a Co-chair of the Innovation Federation. Dr Steve Corbett as an employee of Portsmouth University.

48/22 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27 APRIL 2022

It was noted that there were no matters arising.

49/22 REVIEW OF GOVERNOR CONTACT DAY 2022

The Assistant Principal (Students, Teaching & Learning and HR) provided members with a review of the May contact day and asked them to consider the proposal to hold a similar event in 2023. Governor feedback was very positive and consideration was given to extending the day. It was noted that although the event places demand's on staff it was considered to be a good use of time and the recommendation was that an extra 15 minutes should be allocated to each group meeting.

In conclusion, the Chair thanked all members for participating in the day and said that he would re-introduce the departmental visits that he used to undertake prior to Corporation meetings. The Corporation

50/22 CHAIR'S BUSINESS/RATIFICATION OF CHAIR'S ACTION

The Chair confirmed that Mr Peter Sewell had resigned as a governor due to his relocation to the mainland. He also reminded members that the provisional date for the opening of the Business Centre was 30th June 2022. The Corporation RATIFIED the proposal (approved earlier by e mail) to endorse the skills priorities and projects outlined in section 8 of the Skills Development Fund application form. They authorised the lead applicant listed in section 1 to submit the application on behalf of the IoW College and undertake the responsibilities required of the lead applicant to provide collaboration.

51/22 MONTHLY FINANCE REPORT

The Assistant Principal (Finance and Resources) presented his report and drew attention to a significant favourable variance, generated by improvement in income streams and pay costs showing a favourable variance of £127k for the year to date. However, non-pay costs are £472k adverse to budget, due to direct learning costs being above budget, sub-contract costs being accrued to contract and significantly increased utility charges. In conclusion he said the College's management accounts for the 9 months to April 2022 show an operating surplus of £549k versus a budget forecast surplus of £165k, excluding staff restructuring. This results in a £384k year to date favourable variance.

A member congratulated the Assistant Principal and the rest of the Finance team on the quality of the reports and the positive nature of the content. The Corporation CONSIDERED the report.

52/22 LATEST ESTIMATE

It was noted that the Latest Estimate was prepared in April 2022 and several key changes are anticipated and these will be reviewed and incorporated in the next estimate. Members noted that the latest estimate would generate a financial health of Good at 200 points. The minimum points required for Good are 180 points. The Corporation CONSIDERED the report.

53/22 DEBTORS REPORT/DEBT WRITE-OFFS

It was noted that the total requested debt write-off for 2021/22 was £25,011.00 and a member asked what the total was in 2020/21. The meeting was informed that the write-off requested last year was £24,260.00. The Corporation APPROVED a debt write-off of £25,011.00 for 2021/22

54/22 PRINCIPAL'S REPORT

The Principal's report addressed the EFSA annual strategic review, the UK Shared Prosperity Fund, a capital projects update and general College news. Questions were asked about the UK Shared Prosperity Fund (UKSPF) and the Principal responded in detail. Members also noted the AoC Beacon Awards and the successful IoW College outcomes at the awards ceremony in London on 3rd May. The Principal concluded by providing details of the comprehensive induction programme, planned in conjunction with the Head of HR, for the incoming Principal. Members noted these items and then focused on the recommendation to consider a report and approve option 6 (post meeting note now option 7) for the FECTF project. FECTF Project. The Assistant Principal (Finance and Resources) updated members on FECTF project developments and the different options. It was noted that the Capital Committee had considered the project proposals at their meeting earlier in the day. The Assistant Principal focused on options 6 and 6(b) and took members through the option details.

Members noted the importance of this complex project and the significant risks associated with its development. A long discussion ensued and a number of questions were asked including:

- What is the total predicted project cost?
- What is the most significant risk?
- Is there the potential for financial loss prior to the contract signature?
- Parking implications
- The sustainability of the new buildings and whether landscaping will be incorporated within the project funding
- Is the DFE team familiar with the FE sector, its colleges and the associated challenges
- Is it anticipated that there will be off-site decanting of staff and students and will the wellbeing of staff and students be taken into consideration in building construction and configuration?
- Are plans in place for timely communication with staff regarding the practical implications of the project builds.

The Principal and Assistant Principal provided comprehensive answers to the above questions and reassured members that there were no financial risks and the DFE team are very professional, driven by government best practice guidelines and the College is confident of a successful outcome to this project.

The Chair, on behalf of the Corporation, said that the development of the project was a great credit to the College and would have a very positive impact on the quality of the learning environment, and overall college experience for staff and students. He added that all staff, and particularly the Principal, should be extremely proud of the legacy they were building.

The Corporation CONSIDERED the transformation fund project updates and recommended option 6 (post meeting note 7) for APPROVAL. Arlene Cooper joined the meeting at this point.

55/22 HEAD OF DEPARTMENT REPORT - ENGLISH

Members considered the report and asked for details of the concerns expressed by students, and the challenges faced by staff, in implementing the strict guidelines enforced by the examining boards. A further question was asked regarding the English curriculum and the Head of Department responded, including providing an explanation of how the curriculum has evolved to reduce the English Literature content. Further questions were asked regarding the OFSTED framework, exam anxiety and examination result forecasting. The Head of Department responded in detail.

A member congratulated the Head of Department for an excellent report and said that the format had stimulated a very good debate. He then asked whether consideration should be given to disbanding the Governors English and Maths sub group. The Principal responded that Maths and English will always be a challenge for the College and therefore it would be advisable to retain the group but reduce its meetings to twice per annum. The Chair endorsed this latter proposal. The Corporation CONSIDERED the report. Arlene Cooper left the meeting at this point.

With the approval of the meeting the agenda was taken out of order.

56/22 APPROVAL OF COLLEGE CHARTER

Sue Churches (Head of Student Support and Bursary) joined the meeting at this point.

The Assistant Principal (Teaching & Learning, Students and HR) reminded members that the Charter is reviewed and approved on an annual basis. Members then considered the Charter and suggested a number of amendments to the wording and the Assistant Principal agreed to action them.

The Chair thanked the Head of Student Support and Bursary for attending the meeting and asked her to supply a brief explanation of her role in the College. Members noted with interest and the Principal provided a very positive endorsement of the work undertaken.

The Corporation APPROVED the College Charter 'You and Your College'2022/23

Sue Churches left the meeting at this point and the meeting reverted to the agenda order. **DH**

57/22 16-19 TUITION FUND

The Assistant Principal (Curriculum) informed governors that his report provided an update on the preparation and implementation of the 16-19 tuition fund. He said that the fund had been introduced partially as a result of COVID and the College received an allocation of £224,052.00 from the tuition fund for this academic year. He reminded them that the fund provides additional teaching to small, bespoke groups of learners and the fund can be used for Maths, English and occasional lesson 'catch-ups'.

A member asked what the eligibility criteria were for funding and the Assistant Principal responded in detail. A member then congratulated the College on providing effective support with a limited sum of money. It was noted that the funding is likely to be short term and the Assistant Principal was asked whether best practice can be developed and established during the funding period, to ensure continuity when the funding is withdrawn. He stated that it would.

In conclusion, the Assistant Principal said that the College is on track to use all the fund allocation this academic year and is awaiting another allocation in 2022/23. He said that the College is pleased to report the positive effect the fund is having on closing the gaps generated due to the impact of COVID. The Corporation CONSIDERED the report.

58/22 OUTCOMES OF THE LEARNER SURVEY 2022

The Assistant Principal (Teaching and Learning, Students and HR) said that the results of the 2021/22 survey were once again very pleasing, with the majority of learners showing a high level of satisfaction with their College experience. He then drew attention to the important areas of feedback and the College's response, focusing on learners aged 14/16; English and Maths; work based learning and programs that fall 5% or more below the survey outcome.

The Chair asked for clarification on the 14/16 student categories and curriculum. The Assistant Principal said that the nature of the EHE students had changed, from decisions being made for positive education reasons, to a response to student dissatisfaction with schools' provision. A further question was asked regarding the 12 month proviso before students could attend the College and the Principal and the Assistant Principal provided a comprehensive response to the EHE criteria. The Corporation CONSIDERED the report. Janet Stevens and Carrie Heath joined the meeting

59/22 APPRENTICESHIP AND SHORT COURSES; EMPLOYER SURVEY RESULTS

Members noted that, based on the employer feedback, that the apprenticeship team's key target is to improve employer response rates for those learners on apprenticeships. They noted targets for the specific industries whose response rate was particularly poor and the actions identified to be applied to all employers. Members noted that the national survey had been retracted but supported the College's intention to continue to regularly monitor employer satisfaction levels. The Corporation CONSIDERED the report

60/22 OVERVIEW OF EMPLOYER ENGAGEMENT

Members were notified that a new inspection grade is to be included in the Education Inspection Framework (EIF) from September 2022, covering employer and stakeholder engagement and meeting local needs.

Members agreed that the report demonstrates the complexity and variation of employer engagement across the College and that offering a broad curriculum means that the College has to engage with employers for a wide range of different services and requirements. It was also noted that the College is very successful in securing government initiatives and grants, which are largely focussed on employer participation and support. It was also noted that in both previous inspection's employer engagement was and still is considered a strength of the college. The Corporation CONSIDERED the report

61/22 FRANCHISE PROVISION ANNUAL REPORT 2021/22

The Corporation CONSIDERED the report

60/22 AOB

The Chair of Corporation reminded members that Roland White, Assistant Principal was leaving the college to take up a role as a full time Ofsted Inspector.

61/22 DATE OF NEXT MEETINGS

Wednesday 15 June 2022: Search & Governance 11.00-12.30pm

Remuneration Committee 1.00-2.30pm and Audit Committee 3.00-4.30pm in room A34