

LEEDS COLLEGE OF BUILDING

CORPORATION MEETING

Minutes of the meeting held on Tuesday 22 January 2019 at 4.00 pm in Meeting Room 1, North Street.

PRESENT:

Julia Evans (Chair)
Mike Berry
Simon Bray
Andrew Kenny
Caroline Meehan
Dr Ivan Nip
Peter Norris
Mark Roper
Professor Dave Russell
Derek Whitehead
Sarah Wilson

IN ATTENDANCE:

David Pullein (Vice Principal - Finance & Resources)
Craig Williams (Clerk to the Corporation)
Brian Duffy (Faculty Director – Item 7)
Wayne Chappelow (Faculty Director – Item 7)
Karen Rolinson (HR Director - Items 8, 9, 10 and 11)
Nancy Fearnside (PA - minutes)

**ACTION
BY AND
TARGET DATE**

1. CHAIR'S AND GOVERNORS' COMMUNICATIONS

1.1

The Chair welcomed everyone to the meeting, particularly Caroline Meehan and Sarah Wilson who were attending their first Board.

1.2

The Chair noted that Terry Hodgkinson has resigned from the Board. The Clerk stated that there are currently two vacancies and he has started the search process for applicants with finance and audit skills; any contacts from members would be welcome.

**ALL
As appropriate**

1.3

The Chair noted that B Tanna had sent out an update on the Portal on 7 January 2019.

1.4

M Roper gave a quick update on the earlier Capital Working Group meeting. Discussions had taken place regarding Phase 2 / North Street. He noted that to all intents and purposes this Task & Finish Group has now finished. A final meeting would be required to bring any recommendations forward from the Capital Working Group. Further details would be given under Item 12.

1.5

The Chair noted that a new Vice Principal (Teaching, Learning & Quality) has been appointed and invited D Whitehead to give a brief update. D Whitehead reported that Nikki Davies (currently Vice Principal, Technical & Professional, at York College) has been appointed as Vice Principal – Teaching, Learning & Quality; she has a wealth of FE experience in 16-19, 19+, Apprenticeship provision and business development, together with HE experience.

1. CHAIR'S AND GOVERNORS' COMMUNICATIONS (continued)

1.5 (continued)

D Whitehead stated that N Davies was very personable and has a track record in driving improvement / quality. He believed she would be a good fit for the skills set within the existing Executive / Senior Management Team. She does not have a construction background but has managed construction curriculum previously and currently does so. A starting date is yet to be confirmed but D Whitehead felt that this would be sometime in late May, unless York College can make an earlier appointment for her replacement. D Whitehead stated that he has invited N Davies to join the Board Away Day in February 2019, existing commitments permitting.

D Whitehead noted that K Rolinson and her team had carried out the recruitment process in a very professional manner, this was supported by the Board, and members recorded their thanks for her hard work.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Rachel Lindley, Derek Packer and Marc Townsend.

3. DETERMINATION OF ATTENDEES / OBSERVERS

The Corporation agreed attendees / observers at the meeting as per the attendance list.

4. DECLARATION OF INTEREST

There were no declarations of interest.

5. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 18 December 2018 were approved as a true record.

6. MATTERS ARISING

6.1 Ref Min 1.5

Actioned.

6.2 Ref Min 1.10

Actioned.

6.3 Ref Min 7

Actioned.

6.4 Ref Min 7

Actioned.

6.5 Ref Min 12

Actioned.

7. PROGRESSIONS & DESTINATIONS PRESENTATION

D Whitehead introduced Brian Duffy (Faculty Director, Built Environment & Engineering Services) and Wayne Chappelow (Faculty Director, Construction Crafts), who would be giving a presentation on Progressions & Destinations, which linked to aspects of the Post Inspection Action Plan (PIAP).

The following key points were noted:

- Established Study Programmes that show clear starting points to enable progression opportunities for students.
- Systematic approach to progression which is student focused – with excellent Careers Information Advice & Guidance (CIAG) at every stage.
- Progression & Destination – What’s Next tutorial, Careers Month.
- Progress – Parents’ Evenings, Student Reviews, audits of ProMonitor to ensure accurate recording of in-year progress, case meetings with parents where there are concerns regarding student progress.
- CPD for staff on Teaching & Learning, impacting on student outcomes.
- In-year Progress – themed walk-throughs, peer observations, new processes introduced for internal reviews, ProMonitor utilised by all full-time Study Programme students, that is on target with the roll-out plan.
- Progression – staff accountability.
- Focus on high student achievement rates in vocational areas that support progression.
- English & Maths – vocational teams work closely with the Maths & English teams.
- 2017/18 – Study Programmes: 92% of all 16-19 classroom based learning had a positive destination; Level 1 68% progressed within College, with an overall 94% positive destinations; Level 2 52% progressed within College, with an overall 90% having positive destinations and Level 3 58% progressed within the College, with an overall 88% positive destinations.
- Impact – in-year progression of Study Programme students.
- Improvements need to continue in line with the PIAP.

D Whitehead noted the improvements in progressions from 2016/17 to 2017/18 – overall was +12%, Level 1 +12%, Level 2 +6% and Level 3 +15% and acknowledged that this is going in the right direction and good improvement.

M Roper noted that the new Ofsted Framework has been released for consultation (this is on the Governors’ portal for information – the following link gives direct access to the document: [Link to EIF](#)). D Whitehead confirmed that the College was starting to position itself towards the EIF and the 2018/19 College Self-Assessment would be aligned to this.

M Berry felt that the presentation had been very useful. He noted the progression from Plumbing Level 1 to Level 2 and the Extended Diploma, with students progressing at their own pace. W Chappelow stated that ProMonitor is being used to look at individual progress and tutors are challenged as appropriate. Students also have access to ProMonitor / Individual Learning Plans (ILPs) etc.

M Berry felt that if students are progressing at different paces then some differentiation should be seen in observations. W Chappelow stated that additional training has been implemented regarding learning outcomes.

7. **WORK EXPERIENCE / ENRICHMENT PRESENTATION** (continued)

D Russell queried the Extended Certificate; W Chappelow stated that, for instance, Level 1 Diploma students are progressed on to Level 2 Diploma and B Duffy note that in HECDM this would be the Level 3 Diploma.

A Kenny asked if the tracking of individual student's progress could be monitored without ProMonitor. W Chappelow stated that ProMonitor does bring all elements of the Study Programme together, which was why D Whitehead had made the decision to bring this into the College and was a good way forward for students / staff.

The Chair thanked B Duffy and W Chappelow for their presentation. The Clerk confirmed that this would be uploaded on to the Governors' portal for information.

CW
29 Jan. 2019

8. **SAFEGUARDING CHILDREN AND VULNERABLE ADULTS POLICY**

K Rolinson presented Item 8 – revised Safeguarding Children and Vulnerable Adults Policy, which has been reviewed to ensure it is compliant with current legislation and the Keeping Children Safe in Education [2018] statutory guidance.

The key amendments relate to additional Designated Safeguarding staff. The Designated Safeguarding Governor is currently the Chair, J Evans (due to the resignation of K Wilkinson - Governor); the Chair stated that this was only temporary and if anyone was interested in this role, they should contact the Clerk or K Rolinson for further details.

ALL
As appropriate

M Berry noted the number of Personal Advisors that are Safeguarding Officers and queried whether the Policy just related to FE students. K Rolinson stated that the Policy covered the whole College provision including HE and Apprentices are looked after by Work-based Learning (WBL), overseen by R Smith, who is a designated Safeguarding Officer. She was confident that any referrals are coming through from WBL as appropriate. The College also has a full-time Safeguarding Manager and Safeguarding Officer. It was acknowledged that staff do work across College and pick up any issues as appropriate. D Pullein also noted that WBL Advisors carry out reviews with Apprentices within their work situations and pick up any issues that arise. K Rolinson also informed Governors that all staff receive Safeguarding training and would know how to make a referral to a member of the Safeguarding Unit.

D Whitehead stated that when formal Inspections take place Safeguarding is a limiting grade if not judged to be "effective". At the last Inspection, the College was judged as having "effective" Safeguarding arrangements.

D Russell queried whether the Policy covered adults; K Rolinson stated that the Policy covers all Safeguarding issues whatever the age of the student. Reporting of the data is covered within the Annual Report. He also asked about Peer to Peer abuse being mentioned in the Policy as this was new in Keeping Children Safe in Education (KCSiE) 2018. K Rolinson said that J Miah had not felt this necessary to include within the Policy but she would clarify this with him again.

KR
19 Mar. 2019

The Corporation approved the Safeguarding Children and Vulnerable Adults Policy.

9. EQUALITY, INCLUSION AND SAFEGUARDING ANNUAL REPORT FOR 2017/18

K Rolinson presented Item 9 – Equality, Inclusion and Safeguarding Annual Report for 2017/18. The Report highlights the work that has taken place to ensure that no members of the College community face unlawful discrimination, students are safeguarded from abuse or harm and outlines the work carried out to promote British Values to students.

P Norris asked about the Gender Pay Gap Report and whether this should be included. K Rolinson stated that this could be added as a separate Appendix.

KR
1 Mar. 2019

M Berry noted that the number of Safeguarding cases has increased from the previous year; K Rolinson stated that this could be a result of more awareness, referrals and more effective reporting.

D Pullein stated that the report did not include the amount of time staff spend on dealing with these issues, which in some cases can be vast.

M Roper noted that J Miah had carried out training / briefings for Governors previously and queried whether this would be useful. It was noted that a session had been carried out at the last Governors' Away Day (February 2018).

Dr I Nip noted the training related to mental health and the good work promoted by Andy's Man Club (a national suicide prevention men's group). K Rolinson explained the remit of Andy's Man Club and noted that numbers had increased significantly since this was first accommodated by the College.

P Norris noted the achievement gap data and acknowledged the positive movement the College had made in narrowing achievement gaps.

The Corporation noted the Equality, Inclusion and Safeguarding Annual Report for 2017/18.

10. STAFF SURVEY FOR 2017/18

K Rolinson presented Item 10 – Staff Survey Report for 2017/18. The following points were noted:

- Forty-eight Colleges had taken part in the survey. LCB had a 70% response rate.
- The questions would be changing in the next survey.
- The 2017/18 Staff Survey had been carried out in June 2018, following notification of possible redundancies, which may have affected the results. A follow up survey had been carried out last year on the key issues.

M Berry noted that Management Style had improved by 1.1% but this is still -4.7% below the average benchmark. The Clerk noted that D Whitehead had carried out introductory sessions (as new Principal) at the start of the year and emphasised the need to bring enjoyment back into the College, including celebrating more what the staff at the College do well, whilst meeting key expectations and challenges.

10. STAFF SURVEY FOR 2017/18 (continued)

D Whitehead stated that all College staff had been disappointed with the Ofsted Inspection grade, but have embraced the PIAP. The College needs to celebrate the positives more and not dwell on the negative, and recognise that staff come to work determined to do a good job. The key focus moving forward is "People & Performance"; staff morale needs to be lifted to ensure we get the best out of all staff.

The Corporation noted the Staff Survey for 2017/18.

11. ANNUAL STAFFING REPORT AND ANNUAL SICKNESS REPORT FOR 2017/18

K Rolinson presented Item 11 – Annual Staffing Report and Annual Sickness Report for 2017/18 and gave a brief overview.

- Recruitment issues are a key concern.
- The number of females in management posts has increased by +3.7%.
- The report outlined many positives but there are still some challenges.
- Long-term sickness absence has increased.

P Norris noted the issues regarding recruitment and asked what is being done to improve this. K Rolinson stated that adverts have been rebranded, social media is being utilised more effectively, recruitment incentive introduced etc. CVs are now being accepted for casual posts and the number of applications has dramatically increased. Speed interviewing has also been trialled for Catering and Estates staff.

M Berry suggested that the recruitment issues could impact on the College's OTLA grades. D Whitehead stated that we have done all we can to recruit staff and even talked about postponing some new groups if necessary if we cannot meet student / employer needs, which will be regrettable. He acknowledged that the numbers of applicants applying has increased but emphasised that it does take time to train new staff. Salaries are always an issue, as they are nationally in FE, however the College will continue to support staff where possible.

The Corporation noted the Annual Staffing Report and Annual Sickness Report for 2017/18.

12. HUNSLET PHASE 2

D Pullein reported that the College had taken partial occupation (ground floor) at the end of December 2018, with teaching commencing on 7 January 2019. The lifts are currently being installed; the passenger lift would be completed by end of January 2019 and the goods lift by the end of February 2019. Work is progressing on the snagging list.

A meeting took place with D Pullein / D Whitehead and the Combined Authority (CA) and they have given the College approval to utilise the underspend / liquidated damages on equipment that was previously value engineered out, e.g. teaching walls, access barriers.

12. HUNSLET PHASE 2 (continued)

North Street refurbishment commenced on 7 January 2019 and would be completed by the end of March 2019.

A final Capital Working Group meeting would be required to bring any recommendations forward to the Board.

Liquidated damages would continue to be applied until the final completion; these could potentially be revisits with a view to reducing these due to the assistance given by Clugstons.

The Corporation noted the update on Hunslet Phase 2.

13. PERFORMANCE MANAGEMENT REPORTS FOR 2018/19

D Whitehead presented the Performance Management Reports for 2018/19 (as at 7 January 2019) and gave a brief overview.

All Levels 16-18 (including Maths & English) Retention 97.8% (-0.4% on same period last year); nine students had withdrawn since the last report. All Levels 19+ (including Maths & English) Retention 97.9% (-1.3% on same period last year); two students had withdrawn since the last report; Managers and staff know the reasons for withdrawals. Breakdowns were shown at Levels 1, 2 & 3.

Apprenticeships (All Levels) Overall Achievement Rate (OAR) is 85% (-1.4% on same period last year) and Timely Achievement Rate (TAR) is 75.9% (-5.7% on same period last year); there had been no withdrawals since the last report. D Whitehead noted that TAR did not apply to Apprenticeship Standards and he would look at taking these out to see what effect it had on the data (narrowing the gap as OAR for Standards are still a measure).

Higher Education Retention is currently 97.2%. 14-16 provision Retention is 100%.

D Whitehead reported that overall Retention remains very strong across the College. Attendance at College Level is 87.99%, with Maths & English 77.45% (+5.65% on previous year). An AoC survey in 2017/18 reported that on average Attendance is generally around 85% for FE. Punctuality at College Level is 95.88%, with Maths & English 89.11% (-3.58% on previous year). Attendance and punctuality is being linked to employability.

The Maths & English update was noted. Students are being entered for Functional Skills exams when they are ready in order to bank achievements in-year. A breakdown of exams (from 1 November 2018 to 6 January 2019) was noted; 26% passed, 44% failed and 30% did not turn up. D Whitehead reported that a key issue is to ensure all students attend and described, as requested, strategies that were in place to do this.

GCSE Maths & English results from the November 2018 resits are now available and details given below:

13. PERFORMANCE MANAGEMENT REPORTS FOR 2018/19 (continued)

70 students were entered for Maths and 66 actually attended (94.3%). Grades 9-4 (including those that did not sit the exam) 22.86% (+5.86% compared to June 2018 and +6.68% on June 2018 National Rate [NR]). Grades 9-1 (including those that did not sit the exam) 94.29% (+1.29% compared to June 2018 and +8.09% on June 2018 NR). Progress Measures have increased by +0.28 since June 2018 to 0.24 above June 2018 NR. 66 students were entered for English and 59 actually attended (89.4%). Grades 9-4 (including those that did not sit the exam) 25.76% (+3.76% compared to June 2018 and +0.24% on June 2018 NR). Grades 9-1 (including those that did not sit the exam) 87.88% (+1.68% compared to June 2018 and +6.68% on June 2018 NR). Progress Measures have increased by +0.11 since June 2018 to 0.20 above June 2018 NR.

D Whitehead noted that these were positive improvements and showed that the strategies implemented are continuing to have an impact in GCSE provision.

Achieve Through Learning's (ATL) results were not available when the reports were distributed; the following results were noted: 19+ retention overall is currently 92.6% (-6.9% on the same period last year). Apprenticeships OAR is 91.5% (+3.5% on the same period last year) and TAR is 87.1% (+2.8% on the same period last year). The ATL spreadsheets would be uploaded on to the Governors' portal for information.

**CW
29 Jan. 2019**

M Roper noted that S Rees (Faculty Director, Quality & Learning Support Services) had resigned and asked if a replacement had been appointed yet. D Whitehead stated that a decision had not yet been made but he was confident that the Assistant Faculty Director (AFD) Maths & English, Head of Maths and Head of English would continue to drive improvements and he would personally line manage the area in the interim. A new AFD, overseeing Inclusive Learning Support (ILS) and Student Services, is starting shortly (11 February 2019) and D Whitehead reported that he was looking at the management team structure.

**DW
19 Mar. 2019**

M Roper asked if staffing issues were affecting the performance of staff. D Whitehead stated that four members of staff were on Performance Improvement Plans (PIPs) and are being closely monitored; two have now improved and the other two are continuing to receive coaching, having been taken off PIPs. There were a number of other staff placed on PIPs but these had either left the College or improvement made and taken off the PIPs.

D Whitehead confirmed that recruitment is continuing. Intermediate Apprenticeships are an area for concern; TAR has dropped and the gap between TAR and OAR is 12.5%, which showed that few students were achieving timely. The College, by the end of the year, will have over 2,000 apprentices, which is a fabulous achievement.

M Berry stated that the Maths & English report is quite difficult to follow. He raised concern regarding the number of 'no shows' for exams and queried whether staff needed to reflect on the targets set. D Whitehead stated that the College is using the same methodology for Functional Skills and GCSEs, e.g. mock exams etc. D Whitehead acknowledged that staff had concentrated more on GCSEs and subsequently Functional Skills had unfortunately dropped.

13. PERFORMANCE MANAGEMENT REPORTS FOR 2018/19 (continued)

D Whitehead noted that achievements in Maths & English are being banked in-year but acknowledged that it may be too early to put some students in for exams. The Maths & English Heads were also working with City & Guilds as mock exams were not correlating with actual outcomes.

M Berry asked when Predicted Achievement Rates would be available. D Whitehead stated that these are normally done for the Board at the end of March / early April; these are covered in Performance Management Reviews with Faculties. The Chair queried whether March / April is early enough for Predicted Achievement Rates, to enable the College to implement improvement strategies as appropriate.

D Whitehead confirmed that in the absence of a Faculty Director he would line manage the English & Maths area until a new Faculty Director was appointed, as appropriate.

The Corporation noted the 2018/19 Performance Management Reports.

14. UPDATE ON SUB-CONTRACTING

D Whitehead presented Item 14 – update on sub-contracting. Both LCB and ATL received an unqualified result following the Sub-contracting Controls Audit carried out in August 2018 and sub-contracting control certificates were signed off in line with the Education & Skills Funding Agency (ESFA) deadline.

The report detailed all sub-contractors that LCB and ATL are working with in 2018/19. LCB's sub-contracted provision is approximately £1,441,567 and ATL's sub-contracted provision is approximately £911,864 (based on the full Funding Information System (FIS) value).

The Corporation noted the report on sub-contracting.

15. STUDENT SURVEY (SPOC1)

D Whitehead presented Item 15 – Student Survey (SPOC1) 2018/19.

D Russell noted that female satisfaction rates were lower than male, particularly in induction and College Community. D Whitehead noted that female student focus groups are in place and feedback / areas for improvement are actioned as appropriate. He acknowledged that female numbers were significantly lower than male.

M Berry noted that HECDM results were lowest across all questions and this was a long-term trend, backed up by external surveys. He stated that this needed to be investigated to see if these ratings could be improved. D Whitehead stated that student reps are in place in each area; HE Strategic Forums discuss issues and try to ascertain reasons for these. He noted that IT equipment is a key concern, which hopefully will be addressed once Phase 2 is completed. A Lab area has been included in Phase 2, which will also mitigate some concerns, and 560 new computers have been ordered. Concerns on Teaching & Learning have been noted and these are being addressed.

15. STUDENT SURVEY (SPOC1) (continued)

S Bray acknowledged that there were several issues and noted that most HE students will continue at North Street and do compare the facilities with those at their workplace, such as software, equipment, accommodation.

D Russell noted that the satisfaction levels were higher when compared to the results of Higher Education surveys.

The Corporation noted the Student Survey (SPOC1) report.

16. OUTCOMES FROM OBSERVATIONS OF TEACHING, LEARNING & ASSESSMENT

D Whitehead presented Item 16 – outcomes from Observations of Teaching, Learning & Assessment.

The results from Window 1 showed that 74% of observations were rated Blue / Green. This drop from the previous year could be due to observers being more astute following training, looking for more evidence of progress etc. Advanced Practitioners from Leeds City College had also carried out observations; 59% of the 24 sessions observed were graded Blue / Green (10 of these sessions were Maths & English). D Whitehead acknowledged that this was not where the College wants to be and well below target. CPD for staff needs to continue to be embedded to improve these results.

P Norris noted that Construction Crafts had the highest number of Red rated observations. D Whitehead stated that action plans are in place for all staff as appropriate and this will be monitored closely to ensure improvements are made in Window 2. Peer observations will also help, which are taking place in the spring term and staff are also involved in working with our Improvement Partner (Leeds City College) to observe good practice at Leeds City College.

M Berry felt that the report showed a more realistic picture and this should be acknowledged and improvements concentrated upon.

The Corporation noted the outcomes from Observations of Teaching, Learning & Assessment.

17. A) UPDATE ON POST INSPECTION ACTION PLAN (PIAP)

D Whitehead presented an update on the PIAP, which has previously been approved by the Board. Actions are RAG rated – Green = confident that systems / processes are in place to demonstrate impact; Amber = insufficient evidence base in place and more work required.

M Berry raised questions and challenged progress made to date through the following:

- Ref. 2 Study Programmes - 40% is rated Green – what remains to be done?
- Ref. 3 – rated Amber – teachers need to set more challenging work for students.
- Ref. 5 – repetitive work, not capturing students' interest, rated Green but this does not reflect the OTLA data.
- Ref. 9 – progression of Level 1 students – 100% Green.

17. A) UPDATE ON PIAP (continued)

- Ref. 11 – students starting points – 40% rated Green / 60% Amber.
- Ref. 15 – staff training – 100% Green but still some negative comments on the OTLA.

M Berry noted that Blue / Green rated observations were only 74%. D Whitehead emphasised that embedding of CPD needs to continue and build on this, giving staff confidence in the classroom. There is lots of good practice across College and D Whitehead is confident improvement will be made. He acknowledged that it is a cultural change from most staff and the College is on a journey to improve. D Whitehead felt that there is enough evidence to show that we are improving, including the recent Ofsted Monitoring Visit report.

D Whitehead stated that the Strategic College Improvement Fund (SCIF) would be used to carry out an internal Inspection, that will be neutral, either at the end of summer or October time, to set the College up for a full Inspection.

The PIAP is normally updated on a termly basis; the Chair asked if a report in April would be too late. D Russell stated that members should bear in mind that D Whitehead is currently carrying out a dual role until the new Vice Principal starts. Peter Norris asked that a brief update be given in the Performance Management Reports; this was agreed.

**DW
19 Mar. 2019
onwards**

B) OFSTED MONITORING VISIT REPORT

The Ofsted Monitoring Visit Report was noted and D Whitehead felt that this should give Governors assurance that we are moving forward. The report covered four key themes, which Inspectors concluded one showed “significant” progress and three showed “reasonable” progress. A full Inspection would take place any time between now and December 2019.

C) INTERNAL AUDIT REVIEW ON THE PIAP

P Norris reported that an Internal Audit Review had been carried out on the PIAP, as agreed by the Audit Committee. The report was positive and the overall conclusion was “strong”.

The Corporation noted the update on the PIAP, the Ofsted Monitoring Visit Report and the Internal Audit Review on the PIAP.

18. MANAGEMENT ACCOUNTS FOR 31 DECEMBER 2018

D Pullein presented the Management Account Position Statements as at 31 December 2018.

D Pullein noted that there are approximately 2,000 Apprentices on LCB’s own contract. More staff are required in Work Based Learning to ensure all these are signed up and on the system.

The main Key Performance Targets are rated Green, based on the current position against the year-end target.

18. MANAGEMENT ACCOUNTS FOR 31 DECEMBER 2018 (continued)

The College is in “early intervention” with the ESFA and monthly meetings are scheduled for the rest of the year.

M Roper noted that the cash days in hand are currently 27. D Pullein noted that is slightly below target due to the Apprenticeship cash flow but confirmed that it is manageable.

M Berry queried the 140 first year learners coming through LCB’s contract rather than through CITB. D Pullein explained that this was due to CITB losing their non-levy allocation, the College should potentially get more money for these Apprentices but this was still in discussion.

P Norris queried the cash flow forecast; Other Expenditure is showing £180k above project and asked if this was a timing issue. D Pullein would review and email a response to Governors.

DP
1 Feb. 2019

A Kenny asked whether the College would be carrying out End Point Assessments (EPAs). D Whitehead stated that the College would be working with Awarding Bodies regarding the EPA, with a view to these being carried out in College where possible.

The Corporation noted the Management Accounts for 31 December 2018.

19. MID-YEAR REVIEW OF GOVERNANCE KEY PERFORMANCE INDICATORS (KPIs) AND DEVELOPMENT PLAN

The Clerk presented item 19 – Mid-year review of Governance KPIs and Development Plan and gave a brief overview.

The Corporation noted the mid-year review of Governance KPIs and Development Plan.

DATE OF NEXT MEETING

The next meeting is the Governors’ Away Day on Tuesday 19 February 2019 from 8.30 am at the Village Hotel.

Signed for Distribution: Date:
(Chair)

Approved: Date:
(Chair)