

**Board Minutes of the Corporation meeting
held on 24th October 2023 at 4pm in 3H03, UCG, Grimsby**

Governors Present: Kai Adegbembo (KA - Vice-Chair), Paul Barker (PB – Chair), Josh Greaves (JG – via Teams), Sharon Green (SG – via Teams), Tracey Gyte (TG – via Teams), Ann Hardy (AH – Chief Executive Officer), Andrew Lindley (AL), Guy Lonsdale (GL), Cain Matthews (CM), Liz Parry (LP)

Apologies received: Partial apologies received from Kai Adegbembo and Angel Farmer – both needing to leave early.

In Attendance: Angel Farmer (President of the Student Senate), Stuart Barlow (Interim Principal, North Bank), Steve Butler (GVP – Employee Services), Adrian Clarke (GVP Corporate Services), Nathan Michael (NM – Group Vice Principal Curriculum, Quality & Standards – (GVP CQS)), Maria Turnbull-Kemp (GVP Finance), Antonia Praud (AP – Director of Governance).

Apologies received from: Danny Metters (DM) and Beth Curtis (GVP – Strategy and Business Development),

1	<p>Welcome and Apologies for absence</p> <p>The Chair welcomed members and staff to the meeting. A warm welcome was given to Angel Farmer, and Stuart Barlow, at their first meeting. A round of introductions were made.</p> <p>Apologies were received from Danny Metters and Beth Curtis, which were accepted, with consent. Angel Farmer and Kai Adegbembo registered potential partial apologies (needing to leave early), which were also approved.</p> <p>Governors gave recognition and thanks to governors who had recently retired from the corporation board. Thanks were noted to Jim Harris, Dr Mike Stopper and Neil Carrington.</p>	
2	<p>Declarations of Interest and Any Other Business</p> <p>AH declared her role at Modal and confirmed it is no longer trading.</p> <p>Staff members and PB also declared interests in Item 11, and staff governors agreed to leave the meeting for their part in the item.</p> <p>AH and the Executive team also agreed to leave the meeting for one confidential item.</p> <p>No additional business was raised.</p>	
3	<p>Minutes of the Corporation meeting held on 4th July 2023</p> <p>Governors approved the minutes and confidential minutes of 4th July 2023 as a true and accurate record.</p> <p>Matters Arising:</p>	

	1	Re-align agendas and terms of reference to acknowledge the new committee structure	Ongoing		
	2	Present the KPI for the 2023-24 year for approval	In meeting pack		
	3	The Digital Strategy and Income Diversity Strategy are both being developed for review by the corporation next year.	To be completed during 2023-24		
	4	Present reports to the Curriculum and Quality Committee and corporation in October	In meeting pack		
	5	Present a detailed report on T Levels	Short update on agenda for C and Q and on risk register		
	6	Share plan for engagement activities	Some activities in pack		
	7	Share detailed report at the next meeting	Report in pack		
	8	Provide update on plans for staff surveys	Report within the strategic update today		
	9	Complete the safeguarding training	Completed		
	10	Approve the updated safeguarding policy	On agenda		
	11	Update the Standing Orders and Terms of reference	On agenda		
	Strategic Overview				
4	<p>Update from the CEO</p> <p><u>Final position with the 2022/23 Strategic Objectives.</u></p> <p>The corporation noted that of the objectives set for the previous year, 32 of the 45 had been fully completed. Updates for outstanding items were provided. Of note:</p> <ul style="list-style-type: none"> • Having identified the former method for KSB (measuring Knowledge, Skills and Behaviour) had been ineffective as student recall was sometimes weak, 				

and students confirming a number (score) was not meaningful, a new approach has been developed and adopted that will be used this year. Results will be shared with parents.

- The Alps dataset confirms the group scored “6” overall in 2022/23, a drop of one point since 2021/22 and a grade lower than staff predicted. Whilst individual areas will be scrutinised, the overall results confirms the need to focus on the achievement of high grades.

Governors questioned if staff were being overly optimistic in their predictions, and it was noted that results this year had returned to pre covid times and nationally, results had been lower than expected. The Quality Team will be reviewing departments across the group this year and they are involved in moderation. The predictions this year should be more accurate.

- Next year, another tool for measurement will also be available “Onegrade”. This will provide benchmark data nationally using value added and completion/attainment data.
- Staff survey – the summer term survey was postponed. The team proposed a different approach to the survey this year, using a third party. This gives an additional degree of independence for the results – and ultimate anonymity and confidence for staff to feed back. It is also proposed to have focus groups, linked to work that is planned on communication and branding. These focus groups can also provide opportunities for staff engagement and feedback.

Governors noted that in particular, work was needed around some of the challenges being faced, post-merger.

The staff survey is a key activity to undertake this year. The Executive Leadership Team are recommending the TEC Partnership take a new approach, bringing in a specialist company to run the survey and focus groups and obtain views of individuals. Harnessing their expertise and being more independent, it is hoped that more staff will engage with the activity, and more open feedback can be received.

- Sale of Lady Edith Drive: Having experienced a delay, the group have now identified a new purchaser, and North Yorkshire Council have agreed to reclassify the strip of land that had been in contention. The paperwork has now been received which provides the assurance the sale can go ahead. It is hoped to exchange by March 2024.
- The bus depot sale has stalled as a solution to a risk identified is sought with Northeast Lincolnshire Council.

Governors questioned if there was a change in sale price for the property and noted assurance that the difference reflected changes in the property market. Governors questioned how they would treat a devaluation on sale and were informed the property would be sold through SSL, proceeds will be gift aided to

	<p>the TEC Partnership, and if it is reinvested into the group's estate, no capital gains tax will become due.</p> <p>Governors noted the latest updates from the AoC, and asked that completion of the sale should be recorded as a risk on the Risk Register.</p> <p>Income diversification: The Group income diversification strategy will be brought forward in 2023/24. Progress is being made as the group have successfully recruited a Purchasing Manager and it is anticipated that real savings will be achieved through a group wide approach to buying supplies and services.</p> <p>Group KPI for 2023- 2024</p> <p>The board reviewed the proposed set of KPI for the year ahead, selected from priorities within the Ambition 2030 strategy.</p> <p>They received confirmation that members of staff who have the Lead responsibility for each action will report into relevant committees, enabling deeper review and oversight.</p> <p><u>Strategy One:</u></p> <p>The 14-16 curriculum. It is a priority to look at this. TAG has moved from being more technical to increasing the number of GCSE's the students are taking but this is not the best route for some.</p> <p>They have tended to focus on mix of accredited and non-accredited learning opportunities, and the group may decide to develop this.</p> <p>To position our students ahead of others and set out our clear intent, the group need to be at the forefront with the latest technology too.</p> <p><u>Strategy Two:</u></p> <p>Continued staff development for middle managers is a priority. Post restructure there are a number of staff in new posts and the importance of supporting their development has been recognised.</p> <p>The external review of governance is also on the agenda today, and governors were reminded of the importance of completing the exercise by the end of the year.</p> <p><u>Strategy Three:</u></p> <p>The group have been impacted by a sustained drop in HE numbers, year upon year. However, it was acknowledged this theme has been replicated across the rest of sector. Governors were informed the group will have a route and branch review of provision internally and will look at other colleges to see what can be learnt from colleges that are succeeding to buck this trend.</p> <p>Marketing strategy – Although the number of 16-18 students is rising, the group need to drive growth forward. This is ever more important, when acknowledging that devolution may have a significant impact on NET activities, and if HE numbers continue to decline.</p> <p><u>Strategy Four:</u></p> <p>Governors questioned:</p>	<p>1</p> <p>2</p>
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	<p>Careers clubs – and how the group planned for more engagement in parts of the group.</p> <p>Curriculum Development Fund – at a future meeting, governors asked for an update on how support for staff will be communicated as this can have a positive impact on staff wellbeing, but only if staff capacity is not a concern, as alternatively it could put staff under more stress or strain.</p> <p>Data dashboard – part of the report was duplicated in the Curriculum and Quality report and it was confirmed this will be avoided in future reports.</p> <p>Governors noted it was pleasing to see 16-18 numbers are up, and asked if it could be analysed so that positive steps could be replicated across the group. Assurance was given that the marketing team review these trends and analytics to inform practice.</p> <p>Teaching excellence framework: the board offered their congratulations and delight that the group’s been recognised as improving from silver across the board to an award of gold for learner experience. This is a fantastic position to be in. Governors impressed the need to build on this in our strategy for growth.</p> <p>Governors who had attended the two graduation ceremonies fed back they had been fantastic events and encouraged others to come next year.</p> <p>Governors questioned whether it was more difficult and what was their parental and staff feedback on hosting the graduation ceremony on site rather than at Grimsby town hall? Organisationally, it was easier as they had catering etc on site and feedback was that it all looked amazing, and the events all flowed well. The reception areas worked well with the larger numbers and families could use the grounds for their celebratory photos. Car parking was good, and there was less stress for families. It was a good opportunity to showcase the facilities too. There was great staff feedback. It cost more to run the event from here, but the impact was overwhelmingly positive.</p> <p>Governors challenged what the impact was this year of having more Level 1-3 learners and many more students needing additional support. They questioned whether the estate can grow in response to this and what the impact of this was on teaching and learning? There are opportunities as well as challenges for the group. We may attract students to stay with the Partnership for longer as they develop from level 1 up. There is limited scope for growth at Beverley, but options are being considered. The estate elsewhere can adapt.</p> <p>There have also been larger group sizes at some sites than expected, which have been accommodated by additional classes, changing locations, as well as increasing the number of support staff at East Riding.</p>	
5	<p>Curriculum and Student Experience</p> <p><i>Strategic Objective 1 - Empower students to succeed by delivering an inclusive curriculum that enables students to take the next step on their career path.</i></p>	

Apprenticeships: the final position confirms the group were one apprentice short of 50% achievement, the aim set with the DfE. The group are looking to stretch this and set an ambitious target – to be at least 3% above the national median and aim for 55% achievement next year. The results had been impacted by covid in the past but there are far less withdrawals being carried into this year, and group results are on the curve of improvements.

Governors questioned how the board can track this and were informed the group are moving away from using measures that are mix of accredited and non-accredited measures to focussing on accredited provision. Our reporting will focus on this too. Reports will share the national rate expected for each course and our aim is expecting to be 3% above.

It is disappointing to drop down by one point (ALPS measure) and it was the A level measure that significantly impacted on the result this year.

Governors questioned if the team knew what in particular had impacted this, and were informed that too few students achieved high grades this year. In response, the quality team are planning a root and branch review, and updates will be presented to the Curriculum and Quality Committee.

Governors received an update on the curriculum planning process and noted areas of improvement, details in private business.

Governors challenged if the group have any benchmarking for apprentices achievement rates by course? The group had a specific issue with refrigeration in the past (7% achievement), which has impacted overall results for some time. There is just one year remaining where the impact will continue. Many of the current courses are around the national level now. The group are receiving support through the FEC from West Hertfordshire College, as they received an outstanding Ofsted in 2021. Whilst their achievement rates weren't high, their level of support was strong.

Governors asked if the team have a view on the latest government announcement to changing a levels and any view on timings? It has raised a level of uncertainty and a ten-year process was announced. The group will follow recommendations from the DfE in due course, as with any changes announced to the education system.

It was acknowledged that the risk around T Levels had increased as there may be more uncertainty after recent reports in the media. The government were replacing Btecs for t levels and the group need to ensure students are re-engaged in the process and families at school are educated in the alternative pathways, other than the A level route.

Governors noted that the data reports on a campus basis were informative but there may be demographic or contextual issues to take into account. It was noted that student data, numbers and support would be reviewed across the year by the Curriculum and Quality Committee.

	<p>Staff recruitment has been one of the greatest challenges at STEC. Hopefully one of papers later will help with this.</p> <p>Update from the Curriculum and Quality Committee:</p> <p>Governors received the safeguarding policy update, annual report, details on systems and staffing and confirmed that they felt assured that systems were comprehensive. The team had been working on pulling together already effective processes into a central scheme. The annual report was positive and training delivery was provided to all staff. The Ofsted inspectors had identified some actions, but the board need to wait for the report before full comment. They noted the annual report was positive and so was the report on training delivery.</p> <p>Apprenticeships report – the team delivered a powerful presentation, confirming their had been a deep review into the model and they took the committee through all the changes and progress made.</p> <p>The committee also received updates from each college on their induction process. Some challenges were presented as a result of differences between actual and predicted grades. The result of this was larger than planned class sizes and more pupils needing to revisit Maths and English GCSE. Actions taken as a result, and ongoing challenges, additional classes, and additional costs to support this, was noted.</p> <p>NET: continues to receive excellent feedback and continues to flourish.</p> <p>Beth Curtis had provided an update on skills development, and plans for the Employment and Skills Advisory Groups which begin next month.</p> <p>The Committee wished to recognise and congratulate the Higher Education team for their TEF results. (Teaching Excellence Framework)</p>	
Finance and Resources Updates		
6	<p><i>Strategic Objective 2 - Improve Operational Performance by maximising sustainable processes, systems, resource management and employee support.</i></p> <p>Financial report from the TEC Partnership</p> <p>Audit: The external audit is currently taking place and is going well.</p> <p>End of year accounts: the draft accounts have been finalised and the surplus is £900,650 (c.f. £315k forecast). There have been a couple of adjustments, but they are not significant. In the statutory accounts it will show a surplus of £2.2million, as on the consolidation it has to take out inter-company transactions, and it includes the £1.3million Modal write off.</p> <p>The most significant changes are the LGPS pension scheme and a greater amount received for grant funding than anticipated.</p> <p>The board confirmed:</p>	

	<ul style="list-style-type: none"> • The Audit and Finance and Resources Committees have a joint meeting on 28th November with the External Auditors to review the report and accounts. • Modal made a loss of £234k. • The September management accounts have been completed and include a 3 year cashflow, including a report on the impact of reserves so the board can see the bottom line, confirming finances remain strong. <p>Sale of Lady Edith Drive: Governors questioned the overall differential in the previous and current sale price and noted the group will have legal costs etc to cover too.</p> <p>Governors challenged that as the group had a healthy cash position with £6m invested, (£3m on long-term deposit and £3m on instant access) could there be an opportunity to improve returns further if up to £15m was invested in interest bearing accounts.</p> <p>It was agreed additional funds (up to £2m) could be placed on short term deposit to benefit from the current higher interest rates of up to 6%, however it was not recommended to move more than this until the sale of Lady Edith Drive has been completed. Some of the cash reserves offset the loan interest.</p> <p>Governors questioned potential risks in the future and it was confirmed there was a potential risk to:</p> <ul style="list-style-type: none"> • Changes in the treatment of the pension scheme. • Changes potentially to reclaiming VAT. • No longer able to apply for commercial loans. • Income from sale of land / property. 	
	<p>HR Update</p> <p>Restructuring: Most departments have completed this activity to plan but the review of apprenticeships has taking longer than expected. It is coming to the end of the consultation period. The consultation for the information security team began in October.</p> <p>Modal: The cadet scheme has now closed.</p> <p>Job evaluation: In total, 120 staff were evaluated covering 60 roles. In total, 15 Roles scored within the range 301 to 600 (supervisor) and a recommendation was approved for 3 bands covering these scores, seeing salaries increasing by 5 pay points per band at an estimated cost of £54,000 pa.</p> <p>Recruitment: September has been very challenging for recruitment and selection. It is hoped that the recommendation from the Remuneration Committee will aid to partially address this challenge. Governors questioned how many positions remained open for some time and were informed that technical roles in particular were challenging to fill. There had been success (30 staff joined in September) but staff also left in August and the group were currently carrying 27 open positions. Most gaps had been covered with agency staff but it is not ideal and is also expensive.</p>	

	<p>Governors queried how roles were being advertised and could the breadth of advertising be improved to attract staff? Roles are advertised on our website, on Indeed and the group use a number of specialist agencies. The HR team strongly believe it isn't the advertising, but the money offered, against the external recruitment shortage in the region generally. There is a shortage of available and trained staff.</p> <p>Governors challenged where the group are in terms of the completion of restructuring plans. The group are currently reviewing the apprenticeship team and the final team to review is the security team, which will commence in November.</p> <p>Governors confirmed that the impact of restructuring can lead to uncertainty and can be unsettling for staff and the group should clearly communicate and celebrate when the restructuring activities have been completed.</p> <p>Governors asked for an update on the recruitment for a Principal for the South Bank. Following an unsuccessful recruitment activity, the recruitment activity was put on hold. Instead, it was agreed to establish the culture before bringing in a new person.</p> <p>Governors asked if this has been communicated to staff and were informed that there had been a staff email in the summer.</p> <p>See confidential minutes.</p> <p>Governors challenged if the Executive team believed the group was facing a recruitment challenge or if it also had a retention issue too. It was acknowledged it is both. The group used to have a steady supply of staff from industry, and now staff are going from education back to business as salaries are higher. This is a challenge to the sector, not just the TEC Partnership. The recommendation from the Remuneration Committee could address some particular challenges in the technical teaching trades, but this is only phase one of a larger plan, with a further paper due for approval at the December board meeting.</p> <p>It was acknowledged the group are looking at a net loss on the staff roll this month but it was noted that this figure in isolation was not meaningful as there were also a number of roles where offers had been made. Governors asked if there was a way to track by quarter or period that could be reported within KPI data. It was agreed the team could report on offers made and accepted.</p>	<p>3</p> <p>4</p>
	<p>Estates and Property</p> <p>Maintenance Survey: Contractors have completed the 3-5 year survey, and confirmed requirements to improve estates, addressing all cat C and D works. This is supporting the group to build up the current profile of the estate. Using their costings, it would need approval of £1.5m a year from 2024/25. The group have the DfE grants this year, to avoid the need to use reserves. Work is ongoing to smooth the spiky profile of the recommendations and to balance with prioritisation of works internally. Governors acknowledged the costings shown may differ from actual quotes from contractors now and over the next 5 year period, but it gave an approximate guide.</p>	

NET has taken accommodation on a short-term basis in Nottingham, replacing the temporary premises it was using and reducing the cost from the previous rentals paid. The board supported this efficient and effective move, noting the base had additional benefits for staff and establishing business connections too.

Relocation of Louth: The savings may be a little less than hoped as we are getting push back, but the benefits still support the action, as it is better for learners and will strengthen the relationship with the academy trust.

Skegness: The group should receive the tender returns next week.

Animal care: We have now received planning permission and conditions lists associated with the development. Since the initial outlined plan and budgets were agreed, we have received further DfE grant funding and can use £3m of this funding (increasing the total to £5m) to support the new development, reducing our need to turn to our reserves for co-funding.

Tender returns ranged from £4.3m-£5.5m, against an in-contract construction target of £3.6m, to hit the overall budget of £5m. After value engineering approximately 50% of the difference, it is not possible to go any further without a major re-design and increased design costs. Construction inflation is running well above 10% which is significantly impacting our tender returns.

The team recommended increasing the capital budget for the new animal care development to a budget of £5.4m. Whilst higher than the previous approval, the additional DfE funding would mean funding £400k from reserves which is significantly less than the original estimate of £2.8m (from TEC Partnership reserves).

Disposals:

1. Lady Edith Drive: It was acknowledged that the long list of abnormalities could change the overall price on sale and governors questioned if the final price would be confirmed at the point of sale, or in advance on basis of due diligence. They also received confirmation that the land has detailed planning permission for houses which makes the land more valuable than the current building and plot.
2. Grimsby bus depot: Progress has stalled - details in private business.

Lease at Caylee Hall Scarborough: Governors questioned if it was a full repairing lease and it was confirmed it would be on a two year term. The Board approved the lease.

Relocation of St James Facility: Governors questioned the proposed move to Baker Street, asking if the group were confident the dilapidation on St James was contained and it was confirmed that it was known. If the board approve the relocation, it was confirmed that MTK could also account for the dilapidation in the accounts, as a known expense.

Update from the Chair of the Finance and Resources Committee:

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	<ul style="list-style-type: none"> • The committee received a presentation from Rob Morton, on IT works. It agreed it would be useful for the corporation and the presentation will be added to Board Effect. • The committee would like to ask the Audit Committee to add the review of risk of using IT systems to the risk register, and potentially three-year internal audit plan. • The Committee reviewed the financial reports, and asked for a cashflow report to future meetings. The first report was included within the board pack for today. • Modal: the group are waiting for the decision from the treasury. <p>The board reviewed the health and safety report, acknowledging it was a positive report, with no recommendations.</p> <p>Decisions:</p> <p>The board:</p> <ul style="list-style-type: none"> • Approved the Hull St James relocation and dilapidation plan. • Approved the recommendation for the lease and relocation in Louth. • Approved the lease of Caylee Hall. • Supported the rental of a building for Net in Nottingham. • Approved the recommendation for the increased budget for the development of the new Animal Care facilities on Nuns Corner of £5.4m. • Approved the amended financial regulations. • Approved the use of seal for the- <ul style="list-style-type: none"> i) Pseudo Framework Agreement for Adult Learning and Skills Activities in Community Settings with Sheffield City Council and TEC Partnership t/a NET ii) Lease for Block F of Cayley Hall, between Scarborough Colleges Ltd and the TEC Partnership. 	6
7.	<p>Strategy, Skills and Business Development Update</p> <p>Strategic Objective 3 - Contribute to Economic Development by developing programmes, projects and partnerships that meet regional skills needs</p> <p>And</p> <p>Strategic Objective 4 - Achieve Organisational Growth by working in partnership to identify and deliver on opportunities for growth</p> <p>The board reviewed the list of potential projects and the opportunities and funding associated with them.</p> <p>The board confirmed they were pleased to see additional capacity being introduced for marketing, and receive assurance that the teams for marketing and business development across the group would be working more effectively together.</p>	

	They supported the use of a specialist agency to advice on rebranding and look forward to an update from Beth Curtis in January 2024.	7
Board Oversight and Assurance		
8	<p>Strategic Risk Register</p> <p>Governors fed back that summarising the risks under the 4 strategic objectives was effective and the arrow showing the direction of travel since the last meeting, provided clarity.</p> <p>Governors challenged why A level achievement was not listed as a key risk. It was confirmed that it not had been recorded as a high strategic risk, due to the number of students (relatively low). However, governors challenged this as it could be reviewed as a risk in other ways – e.g. reputation angle. It was agreed this would be reviewed again at ELT.</p> <p>S1 - 8 Governors challenged if this risk score was accurate. Low results and concern about the curriculum could also impact TAG’s reputation. It was noted that there is a waiting list to join, and the team are actively reviewing the curriculum offer to include vocational pathways and therefore the risk score was deemed to take all this into account and was accurate.</p> <p>KA and AF left the meeting.</p> <p><u>Update from the Audit Committee:</u></p> <p>The committee had had a very productive meeting. They received 3 internal audit reports:</p> <ul style="list-style-type: none"> i) Substantial assurance was received for the audit on management accounts. The committee reflected on the significant changes since MTK joined, and credit was recorded to the team for the leadership and effort to achieve this. ii) Reasonable assurance was given for the other two audits. These were staff recruitment and retention, and tendering and supplier preference. The committee were assured the team were addressing the management points. <p>The committee also recognised that the group are on a journey with our tendering procedures, but the recruitment of a group Procurement Manager, is a firm step in the right direction.</p> <p>The committee agreed to make two recommendations to the board:</p> <ul style="list-style-type: none"> i) the amendments to the financial regulations. ii) To approve the Public Interests Disclosure (whistleblowing) policy <p>These recommendations were both approved.</p> <p>See confidential minutes.</p> <p>The committee reviewed the regularity self-assessment questionnaire and annual report of the committee, as required by the code of practice. Feedback from members is being incorporated into the final versions.</p>	8

	<p>Governors noted that Mike Stopper had since resigned from the committee, having reflected on the improvement seen in meetings, and noting the recommendations for new members. The Chair confirmed it leaves the committee light on members and threatens quoracy.</p> <p>The chair offered an open invitation to independent members to attend a meeting if they would consider putting themselves forward as a member, confirming it was a fabulous committee.</p> <p>Health and Safety report: The corporation received and reviewed the annual Health and Safety report. They questioned the significance of the RIDDOR results being up by 250%, but were assured there was nothing of significance to report. Instead, it was a reflection of improved reporting processes across the larger group. This too is reflected in the increase in incident reports (up by 75%). The data reflects a strong reporting culture.</p> <p>It was also suggested that the investment in time given to CPD for all staff, also meant staff were better informed and therefore in a position to report incidents and minor accidents.</p> <p>Governors questioned if the Executive team were comfortable that our protocols from pre covid, are being enforced again (where appropriate). It was confirmed that this was the case.</p>	
9	<p>Safeguarding report</p> <p>The board recorded thanks to Heather Pepper, the Lead Governor for Safeguarding, for her first governor monitoring report. The Committee took assurance from the additional oversight it provided, and to see there are regular updates and activities between the Lead Governor and Safeguarding Lead, between meetings.</p> <p>Report from Tamarra Taylor: The corporation received the safeguarding report and approved the new TEC safeguarding policy.</p> <p>The board took assurance from the detailed review of the annual report by the Curriculum and Quality Committee.</p>	
10	<p>Governance</p> <p>The Chair confirmed he had been meeting regularly with the CEO and Director of Governance and was due to complete the Institute of Directors & ETF Chair's training programme.</p> <p>Governor membership</p> <p>The board received the recommendations from the Search Committee and approved as follows:</p> <ul style="list-style-type: none"> • to confirm Heather Pepper as the Lead Governor for Safeguarding. • to confirm Kai Adegbembo as the Chair of the Finance and Resources Committee. • to confirm Kai Adegbembo as the Interim Chair of the Higher Education Oversight Committee. 	

	<ul style="list-style-type: none"> • to note the resignations of Jim Harris, Kerri Harold, Neil Carrington and Mike Stopper. • To approve the Selection of Governors policy. The corporation was pleased to see balance and representation between the North and South Bank. • To approve the recruitment of Ken Bailey, Dr Andrew Bennett, George Lee, and Julie Berriff, as Full Corporation members • To approve the recommendations for their committee membership. (Andrew and Ken on Finance and Resources Committee, George on Audit Committee and Julie on Curriculum and Quality Committee and the Higher Education Oversight Committee). • To approve Mark Swain as a co-opted governor onto the Audit Committee • To approve the amendments to the Instrument, Articles and Standing Orders • To approve Andrew Lindley as a Co-Vice Chair of Governors • To approve the role and role profile of the Senior Independent Director • To approve the new Lead Governor roles. • To approve the Sandra Prail MBE for the external review of governance – beginning in May and ending in July 2024. <p>It was noted that at the next Search and Governance Committee meeting, there would be potentially another governor (independent) to meet, plus candidates for the Student and Staff governor roles.</p> <p>The corporation also confirmed the recommendation from the Search Committee, following the review of skills and experience on the board, and gave their support to the proposal to engage Peridot again to headhunt external members for the corporation board.</p> <p>Ofsted – see confidential minutes.</p>	
11	<p>Staffing update</p> <p>The two staff governors declared an interest and left the room for part of this item.</p> <p>See confidential minutes.</p> <p>On their return, the board confirmed they had approved the first phase in the pay review, specifically responding to teaching staff. The second phase would be for all staff:</p> <ul style="list-style-type: none"> • Increasing the market rate supplement to £5,000, paid to technical staff, extending the number of roles that qualify for this payment, and making it contractual. • Amending the teaching salary structure, removing the two lowest levels and adding an additional point at the top. Staff impacted initially would receive an increase from November 2023, and over time all teaching staff would benefit from the new structure. <p>The total cost for the proposal is £747k.</p> <p>The board also approved the payment of a £500 bonus to staff in December 2023.</p>	

12	Date of next meeting 12 th December 2023 at East Riding College Beverley.	
13	Confidential Item AH and the Executive team left the meeting. See confidential minutes.	

Signed _____

Date _____

Chair of the Corporation

Action Schedule – Corporation meeting 24th October 2023

Action	Minute Title	Action by	Action required	Timescale
1	Update from CEO	MKT	Add sale of Lady Edith Drive and Grimsby bus depot on the risk register	ASAP
2	Update from CEO	MKT/ AC	Present a Income Diversity Strategy to the Bard in the current academic year (2023-24)	Before July 2024.
3	HR Update	SB	Present phase two of the salary recommendations to the next corporation meeting	12 December 2023
4	HR Update	SB	Adapt the report to show offers made and accepted, in future HR reports	Ongoing
5	Estates Update	MKT	Account for the dilapidation costs in the financial accounts	ASAP
6	Finance Update	AP	Share the IT Presentation	ASAP
7	Employment and Skills Update	BC	Receive an update on the re-branding project	Spring term 2024
8	Risk and Oversight	MKT	Consider at ELT, whether A Level achievement should be on the strategic risk register	ASAP