

**Board Minutes of the Corporation meeting
held on 19th March 2024 at 4pm in the Board room, 4H01, UCG**

Governors Present: Kai Adegbembo (KA), Paul Barker (PB – Chair), Andrew Bennett (AB), Julie Berriff (JB), Josh Greaves (JG), Sharon Green (SG), Ann Hardy (AH – Chief Executive Officer), Andrew Lindley (AL), George Lee (Glee), Liz Parry (LP), Rhianna Tupling (RT).

Apologies received: Cheryl Bonas (CB), Tracey Gyte (TG), Guy Lonsdale (GLon), Audra Oldridge (AO).

In Attendance: Emma Billings (EB- Interim Group Vice Principal People and Culture), Adrian Clarke (GVP Corporate Services), Beth Curtis (GVP – Strategy and Business Development), Maria Turnbull-Kemp (GVP Finance), Danny Metters (DM – Principal North Bank), Jody Richmond (JR), and Antonia Praud (AP – Director of Governance).

Apologies received from: Nathan Michael (NM – Group Vice Principal Curriculum, Quality & Standards – (GVP CQS)

1	<p>Welcome and Apologies for absence</p> <p>The Chair welcomed members and staff to the meeting. A warm welcome was given to Julie Berriff and new staff members, Emma Billings and Jody Richmond.</p> <p>Apologies were received from Cheryl Bonas, Tracey Gyte, Guy Lonsdale, and Audra Oldridge, Which were accepted with consent. Apologies were also received from Nathan Michael which were accepted.</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. PB declared an interest as a parent to a staff member.</p> <p>No additional business was raised.</p>	
Statutory Duties/ Decisions		
Curriculum and Student Experience		
3	<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> <p>The board received the recommendations from the Curriculum and Quality Oversight Committee meeting on 27th February 2024.</p> <p>Governors questioned if there were any specific reasons why the group were not receiving the student evaluation reports, and what action had been taken to rectify this. They were informed that at the end of each module, students are requested to complete a MEQ questionnaire. The group are reviewing processes to ensure it is easy for students to complete this step and are asking for more encouragement from staff, to increase the response rate.</p> <p>Quality Enhancement Report:</p> <p>The corporation took assurance from the report on the HE validation session, where the committee, HE team and external professionals had reviewed the Quality Enhancement report, and had an opportunity for challenge and discussion. The process had been thorough, and highlighted that whilst the report itself was summarised and RAG rated, there is a significant level of detail that underpins the report itself. The committee recommended the report to the corporation.</p>	

	<p>HE Honorary Awards: The corporation questioned the driver for this new policy and process, and why it had not been considered before. After discussion it was agreed it had been a missed opportunity, but would be a great tool to introduce in the group’s 80th anniversary year. The corporation reflected on the paper, agreeing it appeared to be a fair process, but noted concern that about reputation of the TEC Partnership in the future, if an individual or behaviour were deemed to cause concern at a later date. Whilst acknowledging that the committee would vet candidates initially, the board confirmed the group would need the ability to withdraw the honour in the future, if needed.</p> <p>Governors asked for assurance that there would be a sift vetting individuals against the Nolan principles. They then questioned how individuals would be sourced or identified, and whether they would be internal candidates (eg students, members of staff or governors) or external e.g. employer stakeholders, members of the public in the region). It was confirmed there would not be an application process, and the process would primarily be for internal candidates.</p> <p>The corporation :</p> <ul style="list-style-type: none"> • Approved the Inclusion and SEND Policy • Approved the Quality Enhancement Report • Approved the recommendation for HE Honorary Awards, subject to the group developing a process for the removal of the award in the future, if necessary. 	1
Finance and Resources		
4	<p><i>Strategic Objective 2 – Improve Operational Performance by maximising sustainable processes, systems, resource management and employee support.</i></p> <p>Recommendation from the Audit Committee</p> <p>Internal Audit Plan: As a result of the recently announced ESFA Audit on ILR records, including Adult Education budget funding, Apprenticeships, Learners funded by the Advance Learner Loan, and 16-19 Provision, the committee were requested to consider a change to the Internal Audit Plan for the year. This would be to swap the ILR audit in Apprenticeships to the ILR on Student bursaries, the only remaining area of the ILR not subject to audit this year. The corporation approved this recommendation from the committee.</p> <p>Modern Slavery Statement: Having received assurance there are clear reporting mechanisms, and training provided to staff, the corporation approved the latest statement.</p> <p>Data Protection Policy: The corporation recorded the approval of the Data Protection Policy.</p> <p>Recommendation from the Remuneration Committee The corporation approved the annual remuneration statement.</p> <p>Recommendation from the Finance and Resources Committee: The committee approved the updated Health, Safety and Wellbeing Policy.</p>	
Strategic Overview		
5	Update from the CEO	

Ofsted: The corporation reflected on the potential timings of the next monitoring or full visit, and on the latest QIP (Quality Improvement Plan) and received an update from the Curriculum and Quality Oversight Committee, highlighting progress on actions taken by the team.

Degree Awarding Powers: Our evidence outlining our case to gain degree awarding powers in perpetuity was submitted to the OfS in February and they have confirmed their visit will be on 24th and 25th April 2024.

It is the first time the OfS have led this process. It is likely they will interview some members of the Curriculum and Quality Oversight Committee. A training session for governors is offered on 16th April.

Annual Strategic Conversation

On 13th March, the group had their annual strategic conversation. Andrew Lindley represented the corporation at the meeting, and fed back to the corporation. He confirmed the discussion covered all areas of the group, providing a clear view of where we are and the challenges we are facing.

A risk was highlighted in the meeting the college had recently identified, and Esme from the FE Commissioner's Office had also recognised in her visit to the area. In Scarborough, another education provider is aligning their prospectus to ours which will create issues in the area if both are offering the same courses. Governors discussed concerns from the college perspective and also that of learners in the area. It could lead to small groups, that impact on the student experience, and potentially could lead to the closure of some courses, if numbers are too low. Governors questioned the risks for the TEC Partnership and took assurance from actions planned. STEC is the credible provider at this time – based on existing skills, resources and achievement rates. Actions to mitigate the risks include AH and DM meeting with them on Friday (22 March), and planning marketing activities to demonstrate STEC as the provider of choice.

Governors questioned if there was community support for the replication in provision, and any concerns about provision at STEC. It was confirmed the move is realistically linked instead to the provider wishing to achieve financial stability and sustainability in a challenging environment.

As part of the conversation, the commissioner highlighted that they had no specific concerns over our Ofsted grading as all aspects of our teaching and learning were good. Having raised concerns that our Curriculum Efficiency and Sustainability Support (CEFSS) review had been delayed, the commissioner agreed to follow up with Martin Sim. They also learnt that funds for capital will be focused on colleges with RAAC, and therefore further funding for capital projects will be limited at best.

Apprenticeships

In the annual strategic conversation, and confirmed by the letter in pack, the progress and improvement in apprenticeships has been recognised. This was affirmed in the Ofsted visit too. They have confirmed there will be no further monitoring activities.

Whilst acknowledging the restructure is still underway, members questioned if there were plans to expand the provision in the short term, or reintroduce any courses that had been withdrawn.

The priority is focusing on what we do well and letting reputation drive the increase in student numbers. The team will also look for opportunities to support the local skills need, but only if this can be supported by credible and effective work placements. There are no plans to reintroduce some courses, including refrigeration.

Senior/ Middle Management Away day and staff communications

Corporation members received a positive report from the CEO and questioned how the progress on the day would filter out to teams across the group. It was confirmed that the

management away day was one of the most engaging held to date, with all staff playing a part in the day. They are winning hearts and minds, and talked about acknowledging the past, but then stopping looking back and focusing on moving forward. The Insights training prompted good discussion and they worked on growth mindset together. This should now be brought back and working practice developed in departments. There are plans to disseminate the Insights training further through the group, in teams.

This positive culture change continued at the staff council meeting at East Riding College yesterday, where the focus again was on looking forward.

Governors supported the wellbeing breakfasts, but questioned staff morale in more general terms and asked if progress post-merger was being made, now that restructures were bedding in? It was confirmed they will know more from the results of the staff survey but confirmed the senior and middle managers are moving forward.

They have an external recommendation they have been given for how to continue the journey with more junior staff, and they are following up with this advice.

The senior team are also developing communications sessions for all staff. They will include “mythbusters” and address legacy concerns. They will confirm that the merger has impacted everyone, as each site think it is their team that has been impacted.

Feedback from recent staff meetings was also shared, to share insights into questions from staff.

Curriculum Planning

Members of the Curriculum and Quality Planning Oversight Committee highlighted the update in the report on the Academy and confirmed the spotlight from Matt Holness had been very informative. Alongside the move to more vocational pathways, there are plans to develop the site and move resources into the premises, so especially Year 10 learning can be completed on site. This investment will support our learners, and the committee had confirmed there is space for this without disrupting current learning. Changes will take effect from September.

Applications

Current applications look strong across all provision types. There is some growth in HE which is encouraging.

Devolution

The team have met with all mayoral candidates for North Yorkshire. The group has a responsibility to educate them on their responsibility for skills. Governors asked if the AoC have a role to play, or the area could learn from regions that have already been through the process. It was confirmed we have internal experience via NET, and BC has met the South Yorkshire skills lead and the new AEB manager in North Yorkshire too. They have also learnt from learning via the Principal at Darlington College (Tees Valley). The funding is protected for a couple of years, and the group hope to grow it. Developing relationships and reputation is key to this success and recognised on the risk register.

Governors questioned if there had been any response after the inaccurate representation on the BBC. It was confirmed there had been no response.

The corporation confirmed there is a healthy balance between internal activities and an external view of pressures and priorities in the report and thanked the CEO for this. They confirmed attention was focussed in the right place, especially on staff CPD, supporting the ongoing merger process and focussing on staff wellbeing. It is a valuable investment of funds and time.

	<p>KA had attended the AoC network meeting of finance and audit chairs. He fed back that in addition to updates from the sector, it had reinforced that the corporation also need to recognise our strengths too. From the meeting it was clear a number of institutions are not financially secure, whilst we are in a strong position. Others are looking for mergers to solve their financial challenges, and this should not be the driver but the benefits for students.</p> <p>There is a risk in terms of maintaining our financial position and reserves. The board reinforced the importance of confirming the funds from the sale of Lady Edith Drive are committed to benefiting the estate. Governors asked for an update on these plans and were informed that ensuring technical education in Beverley has a better home, is a priority. Outline plans were developed for a potential site, but it was not quite big enough. Alternatives are currently being explored.</p>	
6.	<p>Update on the Strategic KPI</p> <p>The board reviewed the report and asked for an update on the red and amber rated actions.</p> <p>Attendance remains below 90% (currently between 86 – 87%) and it was confirmed that at this stage in the year, it will not be possible to achieve the target by the end of the year.</p> <p>Governors challenged the team, questioning if student attendance had been contrasted against staff attendance, and where agency staff had been used. They asked if there was correlation between the two. It was confirmed that all attendance data was looked at down to individual student level, and by member of staff, and it was possible to run a number of informative reports. Where attendance is low and staffing has experienced turnover has been in English and Maths and the team are aware there is a lot more work to do there. (currently this attendance data is closer to 80%). There has been a lot of sickness in the team, as well as this being an area where students often are not keen to continue with subjects where they have struggled in the past. Different approaches will be trialed in the next academic year and tutors are being asked to follow up with students on an individual basis.</p> <p>Governors questioned the implications of failing to meet the 90% target, and were informed that it was a target we had set ourselves. Our attendance appears to be in line with others in the sector, from updates in network groups. The group had set an aspirational target this year, as it does not want to be complacent. There is a clear link between attendance, engagement and achievement.</p> <p>Governors then questioned if it was possible to incentivise attendance. This is something that the Academy have done with some success. Students with improved attendance will visit Alton Towers. JG offered to share some attendance information with NM.</p> <p>The corporation confirmed their desire to see the number of sessions missed recorded, as well as percentages, in future reports, so the data is more meaningful to the reader.</p> <p>The immersive technology will have been purchased this year and will be set up ready for adoption across all curriculum areas by September. Delays with the tender process, and obtaining equipment have resulted in pushing back the implementation dates.</p>	
7.	<p>Update from the Search and Governance Committee</p> <p>Recruitment</p> <p>Governors received an update from the selection process on 15th and 18th March and the recommendation from the committee for Robin Atkinson and James Brooks to join as corporation members. It was recommended that James join the Curriculum and Quality Oversight Committee, noting his experience and interests in the student experience and field of Higher Education. The corporation approved the recommendation.</p>	

	<p>It was initially recommended that Robin join the Finance and Resources Committee but after challenge it was confirmed the Search and Governance Committee had considered that Robin’s skills and experience would see Robin was well suited to either this or the Audit Committee. It was agreed to speak to Robin, to confirm Robin’s preference, and the corporation approved Robin’s membership of the corporation, and approval of committee membership, taking into account Robin’s preference.</p> <p>Having questioned if Robin could potentially be on both committees, governors were reminded of the current terms of reference, restricting membership to only one of these committees. Members asked the Search and Governance Committee to revisit this in their next meeting.</p> <p>The committee had reviewed the effectiveness of the recruitment process, and the board approved their recommendation to move from using Peridot and use alternative methods for the next round of recruitment activity.</p> <p>George Lee was approved as the Lead Governor for Skills, Employment and Careers. The Corporation also confirmed their support for the Chair’s action taken for Tracey Gyte to join the Audit Committee, recognising the decision was taken when it was expected the meeting would not be quorate.</p> <p>The board confirmed their support for the change in membership for the Employment and Skills Advisory Groups. Acknowledging that the groups are developing links with businesses and providing valuable feedback, governors then discussed if there would be a benefit in removing the cap altogether, if the overall size was managed carefully so the groups would still be manageable. It was agreed to remove the maximum number altogether, allowing the senior team the ability to use their judgement, and remove the need to turn interested employers away.</p> <p>The committee confirmed the probationary period had been successfully completed for Paul Barker, Sharon Green, Josh Greaves, Andrew Lindley and Tracey Gyte had also had a successful first year in role.</p> <p>Amendment to the Instrument and Articles and Terms of Reference. The corporation approved the proposed amendments, which confirm the group’s commitment to meet our conditions of registration with the Office for Students, both now and in the future.</p> <p>Audra Oldridge was confirmed as the new staff governor for the South Bank, following the resignation of Neil Bainbridge. She was caught up in a meeting for the ESFA Audit this evening, but will join if possible.</p>	<p>2 3</p> <p>4</p> <p>5</p> <p>6</p>																				
8.	<p>Minutes of the Corporation meeting held on 12th December 2023</p> <p>Governors approved the minutes and confidential minutes of 12th December 2023 as a true and accurate record.</p> <p>Matters Arising:</p> <table border="1" data-bbox="225 1574 1366 2085"> <thead> <tr> <th></th> <th>Action required</th> <th>Timescale</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Add the end date for Keith Pearson</td> <td>ASAP</td> <td>Completed</td> </tr> <tr> <td>2</td> <td>Report back to the corporation on the development of the use of the Risk Register</td> <td>2024</td> <td>Feedback on agenda this evening</td> </tr> <tr> <td>3</td> <td>Update on the branding project</td> <td>March 2024</td> <td>On agenda this evening</td> </tr> <tr> <td>4</td> <td>ELT review the risk register, and add risk of sales of property (Lady Edith Drive and Grimsby bus depot), and consider</td> <td>March 2024</td> <td>Completed. The ELT reviewed the risks from the sales and A Level rating again. It was not deemed a significant risk at this time.</td> </tr> </tbody> </table>		Action required	Timescale	Update	1	Add the end date for Keith Pearson	ASAP	Completed	2	Report back to the corporation on the development of the use of the Risk Register	2024	Feedback on agenda this evening	3	Update on the branding project	March 2024	On agenda this evening	4	ELT review the risk register, and add risk of sales of property (Lady Edith Drive and Grimsby bus depot), and consider	March 2024	Completed. The ELT reviewed the risks from the sales and A Level rating again. It was not deemed a significant risk at this time.	
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	5	Present an Income Diversity Strategy to the Board	2024	ELT discussed the Income Diversity Strategy at their meeting this morning and an update will be given in July.	7
	6	Report will include cashflow and intentions for future projects	March 2024	This has already been built into reports for year one and they are developing the reports to show intentions for year two.	
	7	Review residual red risks and risk appetite	March 2024	Update from Audit Committee on agenda this evening	
Informatives					
9.	<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> <p>Update from the Curriculum and Quality Committee on 27th February 2024:</p> <p>Highlights from the meeting, not covered in decision items include:</p> <p>The Academy Grimsby: Is very popular locally and has seen an uplift in applications. Assurance was received from the team that rather than increase numbers, the focus is on slow and steady growth in time, but primarily focused on ensuring the provision is right for each individual student.</p> <p>Metaverse: The committee asked questions to ensure that all students will benefit from the new technologies, and training and CPD will be provided for all staff. This is an exciting development for the group, and also an investment into developing our provision for the future.</p> <p>Curriculum Planning: Having received an update on the curriculum planning process, the committee asked for the detailed evidence base for how skills are linked to curriculum. It has been agreed this will be the discussion item as the spotlight at the next committee meeting.</p> <p>T Levels: The committee reflected on the challenges with T Levels, the financial risk to the group, and the actions taken to find alternative pathways for students, where Level 2 courses have been withdrawn.</p> <p>HE Provision: The committee discussed the importance of directed promotional support for HE courses.</p> <p>Bursaries and Student Support: The committee received a report on bursaries and the wider financial support given to students, and challenges students face, including an increasing number becoming homeless at the end of their course. The group have increased the criteria to ensure that more students can benefit, and the available funding can be utilised.</p> <p>QIP: The Committee reviewed the Quality Improvement Plan and that in the main, progress is currently on track. Governors received updates on quality reviews, work placements and attendance. They also noted the plans to prepare for reinspection or the next Ofsted monitoring visit.</p>				
Finance and Resources Updates					
10.	<p><i>Strategic Objective 2 - Improve Operational Performance by maximising sustainable processes, systems, resource management and employee support.</i></p> <p>Update from the Finance and Resources Committee on 6th March 2024</p>				

Estates and Property Update: Following a breakdown in the Nuns Corner Plantroom, vital works have been identified with heating pumps and water systems, that were not picked up in the maintenance survey. They have been added to the year one maintenance programme. This does increase the cost by approx. £500k.

Financial reports: The committee reviewed the reports and heard how the finance team have changed their processes to build up the budget by cost centre from the bottom up. The AoC Chairs network meeting reinforced how well the department are performing. This is not only from a cash position, but our processes too. In the network meeting, many colleges discussed they had experiences difficulties submitting their data to the ESFA in January. In a relatively short period, the team have developed their processes so the financial report and accounts ran to the planned timetable this year, and our data was submitted in time and without concerns in January. This provides governors with significant assurance.

Capital: The corporation received updates on the two major projects, the Animal Care Centre and new Skegness campus. The Skegness build has experienced issues due to weather conditions, impacting groundworks and creating additional costs. Hopefully this will be covered by the contingency built into project plans (both cost and timescales). The DfE projects are all running to plan. Self-funded capital plans are also running to plan with approx. 87% of the budget committed for ICT and curriculum developments to date. A significant number of summer works are planned this year, higher than experienced in a number of years. Hull redevelopment: The group are just waiting for the final legals to come through.

Disposals

Grimsby Bus Depot: As the disposal of this property has been held up, we are putting the property back on the market, and are just checking the revised brochures for the sale. The original buyers are still interested in the site and NELC have indicated that they are working on a bid for funding to support this. There is a degree of uncertainty though. The group are also looking at prices for demolition and the improved price for this.

Lady Edith Drive: Since the Finance and Resources Committee met, negotiations with the purchaser have continued, and the current offer is £7.43 million with ab-normals to consider.

Financial Updates:

Governors reviewed the finance reports and requested that the cashflow report is added to future board packs.

Skegness Members questioned the need to contribute £1.5million and MTK agreed to check the Skegness contribution element within the cashflow report.

Staffing Update:

The board received an update on the transition from the more traditional HR function to a People and Culture team. This requires a change in culture, in operations and in practice. They were informed that the contract for Emma Billings had been extended so there is a transition period for Emma to support Jody Richmond, with project work.

The corporation confirmed they had the support to review and recommend changes, and not to feel bound by current or past practices. They asked them to capture the journey. They also asked that they capture best practice and good news stories and share these, so that staff across the group are engaged and brought along with the transition.

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	<p>The board questioned the number of tribunals the group faced, and whether the changes could increase or mitigate risk in the future. They also asked for assurance that with changes in staffing, records were kept to protect the group in future.</p> <p>Governors asked whether the existing communications structures with staff were effective, and it was confirmed that the current processes are quite traditional, and they are looking at this.</p> <p>Governors asked them to look at how effective communication is at each site, and it was confirmed the group have recently introduced having members of the HR team available at each site, on a regular basis.</p> <p>Cultural change, and influencing people and their feeling towards the organisation are inter dependent, and so the change needs to be done in a coherent manner, and should not be rushed.</p> <p>Governors discussed the recruitment process, and asked if the team were working with Marketing and their work on branding and outward facing marketing, focussing on reinforcing the attractiveness of the TEC Partnership as a place to work. This has been identified as a key area of development, and the ELT will ensure that plans are complementary in approach.</p> <p>External Staff Survey: Engagement and response rates are higher than in previous surveys, and the company will soon be chasing up those who have not completed it. They plan to share the feedback with the Group in April and results will come to the next board meeting.</p> <p>It was confirmed that the feedback from governors had been gratefully received. Governors were keen to see both quantitative and qualitative data, and the open text responses should provide additional assurance.</p> <p>Projects: The team have a high success rate, and the group have identified that there is more opportunity for activity on the North Bank and are recruiting a new project member. The Finance and Resources Committee asked the team to look at how best to present on their success or win rates.</p>	10
11	<p>Strategy, Skills and Business Development Update Strategic Objective 3 - Contribute to Economic Development by developing programmes, projects and partnerships that meet regional skills needs And Strategic Objective 4 - Achieve Organisational Growth by working in partnership to identify and deliver on opportunities for growth</p> <p>Branding update: The group have undertaken qualitative research with students, staff and employers and have received the findings back. There are some concrete findings that reinforce what we have heard anecdotally.</p> <p>Of note:</p> <ul style="list-style-type: none"> • Staff are not wedded to the name TEC Partnership, whilst students are not bothered unduly by the name itself. • Many of those questioned, don't know what TEC stands for. • Students are very aware they are part of a bigger group. • There is support at looking at the naming convention under the group umbrella. • Education Group is the preferred descriptor with students whereas staff preferred College Group. 	

	<ul style="list-style-type: none"> • HE needs it's own identity. • Feedback from Students and Staff saw an overlap between a number of key associations, but the order is different. <p>ELT are having debrief from the agency, and the final phase will focus on creating the brand architecture before the commencing the creative phase.</p> <p>A name change will require approval from the Secretary of State and this will be built into the communication plan.</p> <p>Governors asked what timescales the group were working within, and it was confirmed that this is still to be determined. They need to give the process sufficient time to appeal to students and staff, and communication needs to confirm that feedback has influences our actions. The brand will ideally allow harmonisation overall, whilst maintaining the strength in local identity.</p> <p>The corporation gave their support to the group taking as much time as needed to get the right result. It is important to bring staff and students with us, and to consult with employer and local links. Corporation members confirmed that the consultation stage had not received due attention in the past and is an important step within the process itself.</p> <p>Accountability Statement: The corporation received an update from BC, who will present the draft report, and confirm the process completed at the Strategic Development Day in May, before approval at the board meeting.</p> <p>Employment and Skills Advisory Groups: The last round of meetings were very informative and we have employers requesting to join the groups. in the next round of meetings, employers will be informed of how their feedback has influenced our curriculum planning process.</p>	
Board Oversight and Assurance		
12	<p>Update from the Audit Committee from 12th March 2024: An incident of fraud was noted. The committee received a report on actions undertaken to mitigate against any further activity of this kind, and an update on direct actions taken.</p> <p>The committee also received an update on the potential claim from HMRC.</p> <p>Strategic Risk Register The Audit Committee reviewed the risk register and had a detailed discussion on the development of the risk register by the GLT team. It was incredibly reassuring to hear how members of the management team were keen to be involved, and that the scoring system of the register itself is also being reviewed. The review will also develop the strategic risk to more fully consider opportunities for the group.</p> <p>A number of risks had reduced, but the risk of safeguarding systems had been increased due to the identification of reduced controls on personal devices. The risk from T Levels and impact on funding has also increased, as has concern and therefore risk of delivering Adult Education, without using NET, as the impact of devolution is uncertain.</p> <p>Health and Safety report: Governors were informed the committee will be reviewing the incidents in Scarborough as they appeared higher than within the group overall. They confirmed the benefits of having the reports reviewed in detail by the committees.</p>	
13	Safeguarding report	

	<p>The corporation received the safeguarding report and report from the Lead Governor for Safeguarding.</p> <p>They noted the actions taken since the last meeting, including internal audits, which confirm progress that is being made. Governors confirmed their support for the system to automate safeguarding processes and thanked Tamarra Taylor for providing their requested report. It was confirmed that there are plans to test the system will provide alerts, as desired.</p>	
14	<p>Governance</p> <p>The Chair confirmed activities completed since the last meeting, including triumvirates, and meeting with Elton De Souza, the National Leader of Governance, providing support to the group.</p> <p>A governor has also volunteered to be the Lead Governor for Health and Safety, subject to a conversation to discuss the responsibilities of the role. The Search and Governance Committee confirmed they would support the appointment.</p> <p>The committee had also reviewed:</p> <ul style="list-style-type: none"> • The diversity of the board • The latest skills audits and membership requirements • Turnover on the board <p>Governor engagement and monitoring</p> <p>Members were informed that opportunities for visits at each site had been gathered together and would be distributed by email this week. Members confirmed they would review their availability and use the new Governor engagement form and process.</p>	11
15	<p>Date of next meeting</p> <p>10th May 2024</p>	
16	<p>Review of the meeting</p> <p>Members confirmed:</p> <ul style="list-style-type: none"> • There had been a good level of discussion at the meeting. • The feedback from the Annual Strategic Conversation had generated a useful discussion on challenges being faced by one college site. • Governors attending network meetings had brought back insight that the board could reflect on. • The change from HR to People and Culture is needed, and the new team have the board's support. • The review of the risk register, and opportunity to focus on key risks, is positive, especially developing this to include opportunities. 	
12	<p>Confidential Item</p> <p>Staff and students left the meeting for the final confidential item. See confidential Minutes.</p>	

Signed _____

Date _____

Chair of the Corporation

Action Schedule – Corporation meeting 19th March 2024

Action	Minute Title	Action by	Action required	Timescale
1	Curriculum and Student Experience	NM	Develop a process for the removal of an honorary award, if needed	Before first award is granted
2	Update from Search and Governance Committee	AP	Confirm successful candidates to Peridot	ASAP
3	Update from Search and Governance Committee	AP	Speak to Robin about potential membership of the Audit and Finance and Resources Committees, and confirm decision to board	ASAP
4	Update from Search and Governance Committee	Search and Governance	Review whether all members of Audit and Finance and Resources are not able to sit on both committees	4 th June 2024
5	Update from Search and Governance Committee	AP	Update Terms of Reference for the Employment and Skills Advisory Groups	ASAP
6	Update from Search and Governance Committee	AP	Amend Instrument and Articles, to recognise commitment to OfS	ASAP
7	Minutes	ELT	Update on the Income Diversity Strategy	9 July 2024
8	Update from Finance and Resources Committee	MTK	Include cashflow forecast in future board packs	9 th July 2024 and becomes ongoing action
9	Update from Finance and Resources Committee	MTK	Check the Skegness contribution element within the cashflow report	ASAP
10	Update from Finance and Resources Committee	NM	Receive full report on staff survey at the next meeting	9 th July 2024
11	Governance	AP ALL	Share opportunities for governor engagement activities. Governors confirm their availability	ASAP