

Governing Board

Tue 10 October 2023, 17:00 - 19:30

GW A, Parson's Walk, Wigan



Attendees

Present: Ann Harrison (Chair) (Independent Governor), Andrea Ferguson (Independent Governor), Hayley Mercer (Independent Governor), Susan Snape (Independent Governor), Susan Spibey (Independent Governor), Alison McKenzie-Folan (Independent Governor), Anna Dawe (Principal), Rebecca Turley (Staff Governor), Jennifer Connor (Staff Governor), Aston Aldred (Student Governor), Emilie Hoyland (Student Governor).

In attendance: Joanne Platt (Director of Governance), Louise Brown (Vice Principal, Corporate Services), Anne-Marie Francis (Vice Principal Curriculum), Alison Rushton (Vice Principal - Employment & Skills), Steven Scott (Finance Director), Dave Harrison (Vice Principal – Data & Funding)

The Director of Governance confirmed that the meeting was quorate.

The Chair welcomed Emilie Hoyland and Aston Aldred to the meeting and introductions were made.

The Chair also advised the Board that Harinder Dhaliwal and Tom Mooney had both resigned as Governors.

Meeting minutes

1. Apologies for absence

GB-23-10-01

Apologies for absence had been received from Kath Causey, Steven Tomlinson, Jenny Bullen and Nazia Rehman.

2. Declarations of Interests

GB-23-10-02

Andrea Ferguson, Susan Snape, Jennifer Connor and Rebecca Turley declared an interest in Item 15 and left the meeting for that item.

3. Minutes of the previous meeting and matters arising

GB-23-10-03

The Board reviewed the minutes of the previous meeting and agreed that they are an accurate record of the meeting. There were no matters arising. Two actions from the previous meeting that are not yet due for completion will be carried forward to the action log for the next and future meetings.

Resolved: The Board approved the minutes of the meeting held on 4 July 2023 for signature by the Chair.



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The Chair advised the Board that since her last update to the Board, she had attended a meeting of the GM Colleges Group Chairs (GMCG), where curriculum reform and staff pay awards had been discussed. It was noted that the GMCG had attracted significant funding through bids to the Local Skills Improvement Fund for innovation and that the College would receive a proportion of this funding.

The Chair also acknowledged the hard work and commitment of Governors in 2022-23, and in particular independent governors, many of whom are still working and all of whom are balancing their time between work, College and family commitments. It was however noted that attendance in 2022-23 did not meet the target of 80% and as non-attendance impacts on quorum and could put meetings at risk of not taking place, the Chair reminded Governors of the need to try to prioritise meetings of committees and the Board and to let the Director of Governance know in good time, if they are unable to attend meetings.

The Board noted the update.

5. Principal's Update

The Principal updated the Board on a number of strategic issues.

In terms of national issues, the Board discussed the recent announcement by the Government of the development of a new Advanced British Standard, which is a new Baccalaureate qualification that takes the best of A level and T levels and brings them into one qualification. This isn't likely to be launched for 10 years, with more details expected in a white paper expected before the next general election. The Opposition has also proposed curriculum reform if it is to form a Government at the next general election.

It was noted that both proposals are causing uncertainty which is impacting on students' choices and accordingly the planned roll out of further T-Levels at the College is being halted for the time being, although existing programmes will continue to be delivered. In response to questions from Governors it was confirmed that the phasing out of BTecs has been delayed and that they will carry on in their current form until after the general election.

Andrea Ferguson joined the meeting at 5.15pm.

There has been a DfE National Funding Rate Increase in general for 2023-24, with a further increase in 2024-25, together with cost weighting increases, with courses with heavy costs increased the most. The College has received £1.56m additional funding for 2023-24 and the Association of College's pay recommendation and DfE guidance is that all of this should be spent on frontline pay.

Locally, governance models for the GM Trailblazer Devolution Deal are being discussed and consulted upon and the Board noted that the GMCG response to the consultation must make clear that providers must feature prominently in the governance framework. The Board asked to be kept informed as the governance proposals are rolled out.

In terms of the College's strategic priorities, achievement rates for 19+ are slightly better than the previous year, but for 16-18 are slightly lower, for the first time since 2016, although it was noted, they are still well above the national average. This is largely due to the impact of Teacher Assessed Grades in the previous 3-years, with many students potentially being challenged by the level of their course, and the return to pre-COVID grade boundaries in 2023. The Board noted that interventions are already in place to address this.

In terms of Apprentices, achievement is well above the national average (which is very low) but challenges in accessing End Point Assessments have resulted in less of an improvement than predicted earlier in the year.

The Teaching Excellence Framework for HE award is pending and it was noted that the College's parental questionnaire raised some concerns in terms of communication, which is being addressed and which will be discussed in more detail in a report to the Curriculum and Student Matters Committee in November. A new approach to Right Start and reducing early drop out is having a positive impact on retention rates.

The Wigan Education & Skills Partnership is now moving towards the signing of a Civic University Agreement



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(discussed under Item 9 below) and the College is progressing towards the creation of a Care Academy at Leigh Adult Learning Centre, with a focus on community and integrated care.

The Board also noted and discussed the plans of Bolton University to change its name to the 'University of Greater Manchester' and it was agreed that this will be discussed further with the Chair outside of the meeting.

A narrative has been drafted and a consultation has been launched through Wigan Enterprise Board for the 'We are Wigan' Economic Vision. An Economic Market & Employment Land Assessment has been completed and the College is positioning itself through application for appropriate investment zones.

The Adult AEB budget has been fully utilised, with overspend within tolerance and on track.

The GM Institute of Technology has opened and currently the College is the largest contributor of numbers and has met its recruitment target.

GCSE Maths and English classes for home schooled pupils have commenced and are proving to be a great success.

New curriculum areas for 2023-24 include new T levels in Accountancy and Construction and a new BTEC in Esport. There are also new HE courses in HND Counselling and Applied Psychology due to start, and plans for HTQ in Artificial Intelligence (AI) Solutions and Applications have been submitted for a 2024 start. There is also new 19+ provision in counselling, BSL, Residential Child Care, 'Step into' Career Programmes. New community courses located off-site are due to start and there is new apprenticeship provision in Sport, Dog Grooming and Horticulture.

There have been significant IT developments over the summer, including projector, laptop and printer refresh, the opening of The Cave, upgrades to Wi-Fi and VDI expansion.

In terms of estate, Pagefield has seen a remodeling of the brick / plastering workshops to create additional floor space for brickwork, additional changing spaces for female students, expansion of a carpentry and joinery workshop into the existing machine shop, refurbishment of engineering staffroom, the Maths / English room, the Heinz K room, resurfacing of the Multi Use Games Area (MUGA), redesign and refurbishment of the Learning Resource Centre, an IoT project to refurbish technical teaching areas on the 1st floor, including c £1m of technical equipment, the refurbishment of the entrance area and Head of Studies / Fab Futures area, a fit out of a large solar PV array to the roof space and electric car charging points.

There has also been a complete strip out, remodeling and refurbishment of the University Centre Building to create a bright, modern, fit for purpose space for Performing Arts, including technical studios, dance studios and a large theatre space. At Parsons Walk, there has been a refurbishment of areas of the ground, 400 and 600 floors to create temporary resources for Photography, Creative Arts and Ceramics to facilitate the demolition of the School for the Arts and at the School for the Arts building, a decant and strip out of the building to prepare for handover in the autumn term to the contractors delivering the DfE transformation project.

At Leigh College, there has been a fit out of a large solar PV array to the roof space, a general tidy up and redecoration of some of the office and teaching areas and at Leigh Adult Learning Centre (LALC), a strip out of the redundant Spa area on the ground floor to create more general teaching space, a fit out of a large solar PV array to the roof space and installation of electric vehicle charging points.

Enrolment in 16-18, adults, apprenticeships (including progression into apprenticeships) and HE is very positive and significantly higher than at the same time last year. However, it was noted that significant pressures exist on space and other resources. The College is commissioning 10 extra classrooms in year, which will become available prior to the end of the autumn term. In response to a question from a Governor it was confirmed that it was possible to submit an in-year growth bid for additional funding. However, the impact of growth on the College's income will be seen next year as funding allocations are based on the previous year's enrolment.

The Board noted that planning for 24-27 is starting now and that space and staffing is already under review. Timetabling guidelines and space management guidelines and protocols are being developed, which is a substantial piece of work that will underpin the sustainability of the College for the next 5 years due to demographic growth.

2023-24 will also see the start of a new strategic planning cycle with a new plan for 2024-27, and the Governors Skills Review, which will be informed by an economic Impact Report (already commissioned).



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Governors were pleased to hear that an impact assessment had been commissioned, as this will help to identify the impact the College is having on students' potential to earn more and to enjoy a good quality of life.

The Board discussed the impact of growth on space within the College, the challenges this presents and the solutions currently being considered, noting that this is a risk that will be included within the strategic risk register.

The Board noted the update.

6. Strategic Reporting

6.1. End of year 2022-23 Reports and Dashboards

GB-23-10-06

The Board considered reports on the activities undertaken in 2022-23 under each of the College's strategic priorities, noting that significant progress has been made and that the majority of the targets for the key performance indicators (KPIs) had been met. Many of the activities in the reports had already been discussed under the Principal's Update above at Item 5.

In terms of Quality, achievement rates for 16-18 had declined in 2022-23 but it was noted that achievement rates in adults and HE had increased.

In terms of Place and Productivity, it was noted that a significant amount of partnership working had taken place during the year and there had been a plethora of new curriculum offers to meet skills gaps. Of particular note was the work done with Craft Heinz for care leavers, and the Care Academy for Wigan and the Adult Learning Centre at Leigh, specifically designed to meet skills shortages in health and social care.

A lot of work has been done with schools and there has been a big increase in the number of people attending college open events and an increase in the number of learners.

In terms of Investment for the Future, many of the achievements had been discussed under the Principal's Update at Item 5 above. However, the impact of the plethora of activities under the People and the Health and Wellbeing strategies was evident in lower staff absence and very positive feedback from staff, including in staff surveys. Green Week had been a great success and there had been a lot of exciting work on the Good Employment Charter, which had benefited the College.

The College finances are strong (see Item 7 below) and there had been significant investment in IT as already discussed under Item 5 above.

The Board noted the end of year position.



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The Board considered the activities planned to be undertaken in 2023-24 under each of the College's strategic priorities, and the KPI targets for 2023-24.

In response to a question from a Governor, it was confirmed that KPI targets were challenging yet realistic in the current climate and still above the national average and that attendance was already showing an improved position so far this year. It was confirmed that the College was working with the Council to try to increase the College's AEB allocation as it had achieved 110% of its allocation in 2022-23.

In terms of Investment for the Future, the College will be holding a staffing summit and developing a Future Skills Strategy, which, alongside the reward and recognition strategy, should ensure that it retains and attracts the best talent.

The Board also noted that the College was planning to develop a cost centre model during 2023-24.

The Board agreed the targets included in the reports, whilst noting that they will be reviewed again in more detail by committees during the autumn term.

Resolved: The Board approved the targets for 2023-24

7. Management Accounts: July / Year-End

The Board reviewed the Management Accounts to the end of July 2023, which show actual spend and variances compared to the budget outturn position.

It was noted that the accounts show a year to date operating surplus (before FRS102 adjustments) of £1.344M against a budget surplus of £874k which is a positive variance of £470k.

The forecast outturn position was £1.29M which showed a positive variance against forecast of £53k

Cash balances at the end of the period were £13.4M (136 days). This is higher than the originally budgeted £12.2MM (123 days) and remains within the 30 day threshold adopted by the College and reported in the annual financial statements.

ESFA key performance indicators showed the College's financial health will remain as 'outstanding' and all bank covenants are compliant with the terms of the facility agreements.

The Board noted that although the management accounts show the College in a strong financial position, it is not a guarantee of long term financial stability and the financial position requires continuous management to ensure that the College remains financially secure. In particular, the on-going volatility of energy prices and general cost of living inflationary costs will be reviewed on a monthly basis to ensure the College keeps within the budget parameters in 2023-24.

The Board commended the Finance Director for the strong financial management of the College in very challenging times, noting that increased income arising from growth and efficiencies were a significant factor in this.

Resolved: The Board noted the year-end financial position of the College and approved the Management Accounts to the end of July 2023.



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The Board considered a report on the re-based budget for 2023-24, noting that since the annual budget was approved by the Board in July 2023, there have been some material changes to the original figures as a result of amendments to ESFA and AEB funding, together with an increase in DfE funding for staff pay awards and changes to assumptions for some non-pay cost lines.

The re-based budget allows the College to retain its minimum financial health grade of good, whilst remaining compliant with banking covenants.

The Board agreed to approve the re-based budget for 2023-24, noting that it will be looked at again in January 2024 as income increases further.

Resolved: The Board approved the revised budget for 2023-24

8. Internal Audit Plan 2023-24

The Board reviewed the Internal Audit Plan for the 2023-24 academic year, noting that this had been reviewed at a special meeting of the Audit Committee held on 2 October, when some proposed changes were made to the original plan proposed by the Internal Auditors.

However, as the Strategic Risk Register is due to be reviewed by the Audit Committee at its meeting in November, and in order that the Internal Audit Plan can be aligned to current strategic risks, it was agreed that the Board would approve the Internal Audit Schedule for the autumn term of 2023-24 only, and refer the remainder of the plan for the spring and summer terms back to the Committee for review at its meeting in November.

The Board noted that in July 2024, the College's new strategic plan will be approved by the Board, alongside a new strategic risk register, and it agreed to align the strategic risk register timetable and internal audit schedule to this timescale in future years.

Resolved: The Board approved the Internal Audit Plan for the autumn term of 2023-24 and referred the Plan back to the Audit Committee to review the remainder of the 2023-24 academic year, at its meeting in November 2023.

Resolved: The Board agreed to align the approval of the Risk Register and Internal Audit Plan for 2024-25 to the approval of the Strategic Plan in July 2024.

Resolved: The Board agreed that the Risk Register and Internal Audit Plan will be approved by the Board in July in future years.



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9. Civic University Agreement

GB-23-10-11

The Board reviewed a draft of the Civic University Agreement (CUA), which had been developed by the Wigan Skills Partnership to further develop specific career pathways which improve life chances for Wigan residents. The key pathways that the partners will focus on are Education, Health and Social Care, Digital and Business and SME engagement.

The Board noted that the CUA formalises the existing working partnership and complements other partnership activity undertaken by the College, and does not limit or affect partnership working with other Higher Education Institutions, existing or new. It provides strategic opportunities to provide a broader and more accessible higher level curriculum offer that will increase participation rates with Level 4 and above training, develop and provide a more targeted curriculum offer in response to priority skills need within the Wigan Economic Vision, and increase cross-borough capacity to design and deliver intervention strategies to raise aspiration amongst young people.

The Board noted that the CUA was still in draft form but needed to be signed off no later than 17 October 2023. The Board therefore agreed to delegate approval of the final draft of the CUA to the Chair of the Board, via Chair's Action.

Resolved: The Board approved the draft Civic University Agreement and agreed to delegate approval of the final version of the Agreement to the Chair of the Board, via Chair's Action.

10. Changes to Governance Documents

GB-23-10-12

The Board considered a report on the College's current Instrument and Articles of Government, which states that the maximum number of members of the Corporation is 17. This includes the Principal, two staff and two student governors and 12 independent governors.

It was noted that the terms of office of the Chair and one other long-standing independent Governor will come to an end in October 2024 and to support succession planning, it had been agreed by the Search and Governance Committee that it would be prudent to appoint at least two new members of the Board before these two Board vacancies arise, to enable new Governors to gain experience during 2023-24. However, this isn't currently possible whilst the maximum number of Corporation Members remains at 17 and accordingly the Search and Governance Committee had agreed to recommend to the Board that the maximum number of members be increased to 20.

The Board also discussed how this increase would impact on the quorum of the Board, particularly if the Board subsequently decides not to appoint all 20 members, and it was agreed to change the quorum in both the Instrument and Articles of Government and the Standing Orders to 40% of the total number of members appointed at the time of the meeting.

Resolved: The Board approved an increase to the maximum number of members of the Corporation from 17 to 20 and approved a change to the Instrument and Articles of Government and Standing Orders to reflect this.

Resolved: The Board approved changes to the Instruments and Articles of Government and Standing Orders to reflect that quorum for meetings of the Governing Board should be 40% of the total number of members appointed at the time of the meeting.

11. Review of Confidential Minutes

GB-23-10-13

The Board considered a list of confidential minutes from the previous year, which had been reviewed by the Search and Governance Committee and agreed to the recommendations of the Committee in terms of which minutes were no longer deemed to be confidential.



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Resolved: The Board agreed which minutes previously deemed confidential, can be released for publication.

12. Board Self-Assessment and KPIs / Governance QIP

GB-23-10-14

The Board considered its Self-Assessment (Board SA) for 2022-23, which had been reviewed by the Search and Governance Committee at its meeting on 20 September 2023. It was noted that the Board SA includes a review of areas for improvement identified in the 2021-22 Board SA and a summary of evidence against a range of governance criteria as detailed within the document. Also included is a list of further improvement actions for 2023-24 (the Governance Quality Improvement Plan).

The Self-Assessment includes a Business Checklist (at Annex 3 of the Self-Assessment document) detailing all the required annual Board business and confirming how each part of the checklist has been discharged. It was noted that all expected actions and matters of business have been completed as required.

Resolved: The Board approved the Board self-assessment for 2022-23 and the Governance Quality Improvement Plan for 2023-24

13. Board Succession Plan 2023-25

GB-23-10-15

The Board considered the outcome of Governor 1-1 meetings with the Chair of the Governing Board which had taken place in May and June 2023 and which were informed by the Board Skills Audit. It was noted that 14 Governors had completed the Board Skills Audit and had met with the Chair to discuss their responses and their leadership aspirations within the Board.

A Succession Plan had been developed, based on known impending vacancies and aspirations expressed by Governors in those meetings and this had been reviewed by the Search and Governance Committee at its meeting on 20 September 2023 and was recommended to the Board for approval.

Resolved: The Board approved the Board Succession Plan for 2023-25

14. Board Development Plan

GB-23-10-16

The Board considered a report on the outcome of the 2022-23 Board Skills Audit, noting that the Skills Analysis, which had been considered by the Search and Governance Committee at its meeting on 20 September 2023, showed that there remains a good balance of skills and experience, with a high level of expertise under each category within the Board membership. It was noted that the lack of expertise in finance identified last year had been addressed by the appointment of two new Governors with a finance background and more recently by the appointment of three new Co-Opted Governors with finance / audit backgrounds.

A Board Development Plan had been developed for 2023-24, to address the areas where Governors identified a need for further development and the Board agreed to approve this.

Resolved: The Board approved the Board Development Plan for 2023-24



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15. Board appointments

GB-23-10-17

Director Of Governance

Jennifer Connor and Rebecca Turley left the meeting at 6.37pm.

The Board noted that the Search and Governance Committee had agreed at its meeting in June 2023, to recommend to the Board, the re-appointment of both staff governors for further four-year terms of office, when their current terms of office come to an end in October 2023.

The Board agreed to re-appoint Jennifer Connor as a staff governor for a third and final term of office to the end of October 2027.

The Board agreed to re-appoint Rebecca Turley as a staff governor for a second term of office to the end of October 2027.

Jennifer Connor and Rebecca Turley re-joined the meeting at 6.39pm.

Andrea Ferguson left the meeting at 6.39pm.

Following the re-appointment of Ann Harrison as a Governor and Chair of the Governing Board for a further period of 12-months to the end of October 2024 pending the appointment of a new Chair, it was noted that one of the current Vice Chairs of the Board, Andrea Ferguson had agreed to put herself forward to Chair the Board when Ann Harrison steps down in October 2024.

This had been discussed by the Search and Governance Committee at its meeting on 20 September and the Committee agreed to recommend to the Board that Andrea Ferguson be appointed as Chair Elect of the Governing Board, so that she can start shadowing the current Chair during her final year of office. It was noted that Andrea Ferguson's appointment as Chair will then be discussed and approved by the Board at its July meeting, with a view to her taking up the role of Chair in October 2024.

The Board noted that the Role Description for the Chair had been reviewed and approved by the Search and Governance Committee at its meeting on 20 September, in accordance with the College's Scheme of Delegation.

Andrea Ferguson re-joined the meeting at 6.42pm.

Susan Snape left the meeting at 6.42pm

The Board discussed vacancies that will arise when Ann Harrison and Susan Spibey step down as Governors in October 2024 and if Andrea Ferguson is appointed as Chair of the Governing Board with effect from October 2024, noting that the Search and Governance Committee had agreed to provide other governors (and in particular those governors who are relatively newly appointed) with opportunities to observe other committee meetings during 2023-24. Leadership vacancies will then be considered again at the September 2024 meeting of the Search and Governance Committee, with a view to making recommendations on Committee memberships and Chairs and Vice Chairs, to the Governing Board at its October 2024 meeting.

The Board noted that the Committee had also considered the role of Lead Governor for Careers and Destinations and had agreed to recommend to the Board that Susan Snape be appointed to the role and, following the resignation of Harinder Dhaliwal as a Governor, the Board was also asked to appoint Susan Snape as a member of the Curriculum and Student Matters Committee.

Susan Snape re-joined the meeting at 6.45pm.

Resolved: The Board re-appointed Jennifer Connor as Staff Governor for a third and final four-year term of office to the end of October 2027

Resolved: The Board re-appointed Rebecca Turley as Staff Governor for a second four-year term of office to the end of October 2027

Resolved: The Board appointed Andrea Ferguson as Chair Elect of the Governing Board, pending formal appointment as Chair of the Governing Board in July 2024.

Resolved: The Board appointed Susan Snape as Lead Governor for Careers and Destinations.

Resolved: The Board appointed Susan Snape to the Curriculum and Student Matters Committee



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16. Review of Management and Board Structures

GB-23-10-18

The Board considered a report on governance and management structures, noting that it is good practice for College Governing Boards to periodically review these to ensure they remain fit for purpose to deliver the College strategy. It was noted that no significant changes have been made to either management or governance structures in recent years.

The Board noted that the Search and Governance Committee had considered this at its meeting on 20 September and had agreed to recommend to the Governing Board that a review should be deferred pending the outcome of the College's first External Board Review in the spring term of 2024 and the approval of a new College Strategic Plan.

Resolved: The Board deferred a review of management and governance structures of the College until October 2024, when the outcome of the External Board Review is known and the new College Strategic Plan is in place.

17. Annual Report on Data Protection and Freedom of Information

GB-23-10-19

The Board considered the annual report on Data Protection and Freedom of Information requests, noting that during the year, staff had continued to work in a flexible working from home pattern, but with more onsite presence. In light of this, the College had reviewed its processes and enhanced its cyber security procedures, including the implementation of multi factor authentication for all staff and students, simulated phishing exercises and subsequent training, all of which have resulted in an improvement in staff responses to potential threats. Externally facing systems are now authenticated using Multi Factor Authentication, and penetration testing has taken place using external partners, with no high risk areas identified.

The Board noted that the College had received 10 Freedom of Information Requests and 343 Subject Access requests in the 2022-23 academic year, an increase of 20 from the previous year. All requests had been responded to within the statutory period.

During the same period, there had been two reported data breaches, neither of which resulted in any action being taken by the Information Commissioner's Office.

In response to a question from a Governor, it was confirmed that both data breaches were emails sent to the wrong person.

The Board noted the Annual Report on Data Protection and Freedom of Information for 2022-23.



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18. Sub-Contracting: Recruitment and Spend

GB-23-10-20

The Board considered a report on Sub-Contracting, noting that current ESFA guidance on governance of Subcontracting requires Governors to monitor the breadth and performance of sub-contracting activities at regular intervals.

The report reviewed the financial performance of sub-contractors and the Board noted that in 2022-23 the College had planned to sub contract £1,027,000 worth of funding to two main providers, with a number of other providers delivering smaller elements of apprenticeship programmes. This approach had been approved by the Governing Board at its meeting in July 2022. Overall the College had spent £647,475 against the planed spend of £1,027,000.

For the 2023-24 academic year, the College plans to sub contract £1,008,000 worth of funding to two main providers, with a number of other providers delivering smaller elements of apprenticeship programmes and again, this approach was approved by the Governing Board approved in July 2023.

It was noted that early 16-18 recruitment indications, show that there will be some under delivery on this budget target, with neither of the two main providers yet to recruit to their adult programmes. It is estimated therefore that the College will spend approximately £821,000 against a target of £1,008,000 in 2023-24.

In response to a question from a Governor, it was confirmed that the College is happy with the quality of the sub-contracted provision.

The Board noted the report.

19. Capital Projects Update

GB-23-10-21

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The Board received a presentation providing an update on capital projects, noting that progress was being made in relation to the DfE Capital Transformation Project, with building plans signed off, the demolition planning application submitted in early September and a planning consultation event taking place on 12 September. The new build planning application submission is expected to be made in October 2023 and the contractor has now submitted Stage 3 Proposals, which are subject to a detailed review by the DfE. Enabling works (asbestos survey / strip) are due to commence at the end of October, when the contractor will take occupation of the site.

The Board noted that the College is seeking legal advice prior to this, for assurances on warranties and insurance once the contractor takes possession of the site.

The new build is scheduled to start in early June 2024, following demolition of the existing School for the Arts and is due for completion by late March 2026. The main building demolition will then start in late May 2026 (for asbestos removal) and is scheduled to complete in early December 2026.

The Board watched a video of an artists impression of the completed development, and was very impressed with the overall project.

Other capital works completed over the summer had been discussed in the Principal's Update under Item 5 above, but the Board was also advised of further planned works, including the remodeling of the motor vehicle workshop and creation of two new renewables rooms at Pagefield Campus, work to bring spaces back into use to create additional teaching space across all sites, the creation of ground floor resources and an adjoining courtyard at Leigh Campus for the Animal Management T-Level, using DfE funding, which is expected to be completed by September 2024, and the Power House at Pagefield, which will be a standalone new build at the rear of the campus to create workshop space for renewable technologies, with a target completion date in the autumn term of 2024.

The Board noted the update.



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20. Part B: The following items had been discussed by Committees and / or were for the Board's information only. No Governors had indicated that they would like to discuss any item.

20.1. Search and Governance Committee Chair's Report

GB-23-10-22

The report was noted.

20.2. Use of the Corporation Seal

GB-23-10-23

The report was noted.

21. Any other business

GB-23-10-24

The Vice Principal Curriculum reminded Governors of the Link Visits being held on 1 November, details for which would be circulated shortly.

22. Date and time of next meeting: 5 December at 4pm followed by Governors' Christmas Meal at 6.30pm

GB-23-10-25

Governance

Part 1 of the meeting ended at 7.05pm.

23. Actions:

Carried forward from previous meetings:

GB-23-07-12:

Action: Include Governors as stakeholders in future Annual Stakeholder Reports

Action by: VP Employment and Skills



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