

# Governing Board

Tue 11 June 2024, 17:00 - 18:00

MS Teams



## Attendees

### Board members

**Present:** Ann Harrison (Independent Governor and Chair), Andrea Ferguson (Independent Governor), Kath Causey (Independent Governor), Hayley Mercer (Independent Governor), Susan Snape (Independent Governor), Susan Spibey (Independent Governor), Chris Fletcher (Independent Governor), Paul Park (Independent Governor), Caroline Elwood (Independent Governor), John Clarke (Independent Governor), Rebecca Turley (Staff Governor), Jennifer Connor (Staff Governor), Anna Dawe (Principal), Aston Aldred (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.

## Meeting minutes

### 1. Apologies for absence

GB-24-06-01

Apologies for absence had been received from Jenny Bullen, Steven Tomlinson and Emilie Hoyland.

### 2. Declarations of Interests

GB-24-06-02

Chris Fletcher declared an interest in Item 4 as he had led the process to develop the Local Skills Improvement Plan (LSIP). There were no other declarations of interest.

Platt, Joanne  
23/07/2024 11:29:05



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The Principal presented the final draft of the Strategic Plan, noting that this has been developed over a period of time and has been subject to consultation with all the committees and with the Governing Board at the Strategic Workshop in January 2024 and with the College workforce. It was noted that the plan has also drawn on feedback and intelligence from the Local Skills Improvement Plan, the Wigan Economic Strategy, the GM Local Industrial Strategy and the GM Places for Everyone Plan.

The vision and values have been updated and refreshed for 2024-27 and the values have been amended following feedback from staff that inclusivity and a culture of collaboration should be split into stand-alone values.

The overall strategic ambitions of the College remain as Quality, Place & Productivity and Investment for the Future. However, the strategic priority actions have been significantly updated and reflect an increased focus on skills whilst maintaining an absolute focus on education in its broadest sense.

The document requires some updated photographs but the wider narrative and structure of the final document is as presented.

The Strategic Plan 2024-2027 will be published on the College website and will be shared with stakeholders upon completion at the end of the summer term. As in previous years, it is intended that there will be a summary document for stakeholders ready for the start of the new academic year.

It was noted that the Strategic Plan is as up to date as it can be at this stage. However, with a general election due in the first year of the plan, there may be significant priority actions that need inclusion in mid-year updates.

Governors noted that the draft plan had been reviewed by the Accountability Statement / Governor Skills Review Task and Finish Group at its meeting on 20 May, and that following that meeting, a message from the Chair elect of the Board had been added and some other minor changes had been made.

Governors agreed that the plan reflects succinctly what the College is seeking to achieve and they were impressed with its clarity and presentation. They agreed to approve the Plan, and delegated approval of the final designed version with updated photographs to the Chair of the Board.

**Resolved:** The Board approved the Strategic Plan for 2024-27.

**Resolved:** The Board delegated the approval of the final designed version of the Plan to the Chair of the Governing Board.

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23/07/2024 11:29:05



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## 4. Accountability Agreement including Governor Skills Statement 2024-25

GB-24-06-04

The Board reviewed the College's draft Accountability Statement for 2024-2025, noting that this is the second Accountability Statement completed by the College following the 'Review of Education and Training in relation to Local Needs' guidance published in July 2022 and now replaced and updated by Meeting skills needs: Guidance on Annual Accountability Agreement 2024/25 & the Local Needs Duty.

It was noted that the latest guidance enables the report on the Local Needs Duty to be included in the Accountability Statement. This exercise has been completed by the Governor Skills Review Task & Finish Group and a statement detailing the process and conclusion has been included at the beginning of the document.

Governors noted that the Accountability Statement must respond to national skills priorities (identified as construction, manufacturing, digital and technology, health and social care, haulage and logistics), must prioritise delivery through T-levels, Apprenticeships, Free Courses for Jobs, Skills Boot Camps and Higher Technical Qualification (HTQs), must contain the College's purpose, context and place and the process for identifying action points, and should set between five-10 short term objectives that contribute to national, regional and local priorities. As referred to above, it should also contain a statement on how the Governing Board has discharged its responsibilities under the Local Needs Duty and incorporate a statement from the Corporation.

The plan reflects general developments in the FE sector, the revised strategic priorities in the new Strategic Plan, updated data to reflect the latest Economic Strategy for the Borough and the latest updates to the Local Skills Improvement Plan (LSIP). The section on collaboration has also been updated to ensure there is no duplication of the curriculum offer between local providers.

It was noted that the plan includes a summary of performance against the targets set out in the Accountability Statement for 2023-24 and aligns closely with the College's new Strategic Plan approved under Item 3 above. It had been reviewed by the Accountability Statement / Governor Skills Review Task and Finish Group at its meeting on 20 May and was now recommended for approval by the Board.

Governors noted that the plan is detailed in terms of delivery. It was acknowledged that some changes may be need to be made to the 2025-26 plan in the event that the national landscape changes following the general election. However, it was noted that it is unlikely that changes will be made to the 2024-25 plan as a result of this, as the plan reflects local proprieties set out in the LSIP.

Governors discussed how the College would receive feedback on the plan and it was noted that it should be discussed in the annual strategic conversation with the FE Commissioner in the autumn.

Governors said the plan was an excellent piece of work and closely matches the priorities for Wigan set out in the LSIP.

It was noted that the deadline for submission to the DfE is 30 June 2024 and the document should also be published on the College website by 1 December 2024 once the funding agreement (which would form Part 1 of the overall Accountability Agreement) was published by the DfE.

As some of the narrative is still being worked on, the Board agreed to approve the Accountability Statement and Governor Skills Statement and delegated approval of the final document to the Chair, prior to the submission date of 30 June 2024.

**Resolved:** The Board approved the Accountability Statement and Governor Skills Statement for 2024-25 for submission to the DfE by the end of June deadline.

**Resolved:** The Board delegated the approval of the final version of the Plan to the Chair of the Governing Board.

## 5. Any other business

GB-24-06-05

There were no items of other business.



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**6. Date and time of next meeting: Tuesday 2 July 2024 at 4.30pm**

**GB-24-06-06**

Governors were reminded of the earlier start time for this meeting, for a Board Development Session on Employer Engagement.

**The meeting ended at 5.35pm.**

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