

# WESTON COLLEGE CORPORATION

## MEETING OF THE CORPORATION TO BE HELD ON THURSDAY 30<sup>th</sup> SEPTEMBER 2021 AT 5PM IN THE CONFERENCE CENTRE

**Present:** Andrew Leighton-Price (Chair); Dr Paul Phillips (Principal and Chief Executive); Ian Porter; Jo Midgley; Fiona Waters; Gemma Day; George Reah; Ann Driver; Maxine Park; Jacqui Mills, Alex Nester, Grahame Paine

The Chair welcomed everyone to the first face to face meeting since COVID and welcomed Jacqui Mills to her first face to face meeting.

The Chair went on to update members on two issues the first that due to her work commitments Jo Philpott would be unable to continue as Clerk and stated that Jill Clarkson Deputy Clerk would step up to Acting Clerk in the interim period.

The second was that Chris Carter has resigned from the Board due to personal reasons.

Corporation members recorded their thanks to both Jo and Chris for their work.

1.	<b>Apologies for absence</b>  Paul Ashbee and Mark Canniford
2.	<b>Declarations of interest</b>  <b>Ian Porter</b> - regarding Forward Futures  <b>Paul Phillips</b> - regarding Forward Futures, IEI, WE IoT, Offender Learning Services and Somax  <b>Andrew Leighton Price</b> - regarding Forward Futures, IEI, WE IoT, Offender Learning Services and Somax  <b>George Reah</b> - regarding Offender Learning Services  <b>Jo Midgley</b> - UWE
3.	<b>Draft minutes of the meeting on Thursday 8<sup>th</sup> July 2021</b>  Corrections were noted in items 5 and 14.  Following the amendments all members were happy that the minutes were a true and accurate record of the meeting held on the 8 <sup>th</sup> July.
4.	<b>Matters arising</b>  The Principal and Chief Executive updated that Ben Hodder who presented at the previous meeting on Planning Learning in Construction had been successfully appointed as Dean of Faculty for Construction.

5.	<p><b>Principals Update</b></p> <p>The Principal and Chief Executive gave a comprehensive update to the Governing body which commenced with his aims which included the College year end position, an update of the structural changes that had taken place, the focus areas for the College during the next academic year and an update on the term so far. He continued by updating on the issues within the sector and pointing out the flexible nature that was required by staff and management to address the challenges and the appetite required to bid for future opportunities.</p> <p>Governors noted the volume of work that had been required to cover both the MIS and then the Financial audit during a period when staff would normally have been on summer break. The Principal pointed out the level of detail that had been required to ensure all information tallied but was also able to confirm that all targets for both audits had been achieved.</p> <p>The Principal stated that the Year-end financial results would be updated by the Vice-Principal Joe Phillips later in the meeting.</p> <p>It was confirmed that the College has been asked to host IT and digital World Skills which was a great achievement.</p> <p>Governors noted that 2021-22 academic year would be a challenge with greater accountability, the focus on quality, the emphasis on Partnership, the changes that will be inevitable to ensure the structure remains fit for purpose and while maintaining ethos.</p> <p>The Principal highlighted his priorities of achieving all students returning to the classroom and ensuring the staff feel empowered to deliver an entrepreneurial and impactful curriculum which can be delivered in state-of-the-art facilities.</p> <p>The Principal gave an update on the building works which had taken place over the past few months.</p> <ul style="list-style-type: none"> <li>• Early years facility at Knightstone - complete.</li> <li>• Welding Bays at South West Skills Campus - complete</li> <li>• Concrete works at Knightstone Campus - complete</li> <li>• New Facility at GKN - opens on the 18<sup>th</sup> October.</li> </ul> <p>The Recruitment of students against the business plan was scrutinised and showed a varying picture from faculty to faculty. Governors noted and discussed the 16-19 curriculum and the apprenticeship numbers, adult solutions being considered and the partnership work with UWE.</p> <p>Governors questioned if the degree apprenticeships were coming from industry or from level 3 routes the Principal confirmed that a review of the whole area was required. Governors suggested that the review look at what UCW is good at and where does it want to be. The Chair of Curriculum Committee Jo Midgley suggested more scrutiny on financial viability and the review of modular approached takes place at Committee level.</p> <p>The Principal highlighted that the issues the College are facing trying to recruit staff, he raised issues in areas from Caretaking, support roles within the SEND faculty to the usual problematical area of Construction and Engineering. Governors noted this to be the position across the sector and suggested the College may have to re-examine how it attracts staff which may mean increasing pay which they felt could be done via a performance bonus which could be reduced later if not required. Governors also discussed succession planning.</p>

	<p>The Principal gave an in-depth update on Prison Education, IoT, IEI he confirmed that the year end position for Prison Education had not yet being received, IoT had had a good year winning many bids and looking to the next stages, IEI The Lauriston Hotel had had a successful summer.</p> <p>[REDACTED]</p> <p>The Principal concluded his update looking to the future and opportunities ahead</p> <ul style="list-style-type: none"> <li>• The Quality Mark for Mental Heath</li> <li>• SEND Centre of Excellence and the College becoming an institute in own right.</li> <li>• China - the Commencement of International Training</li> <li>• Future bids</li> <li>• G4s - Glen Parva contract was not achievable as the costs were too high.</li> </ul> <p>Governors thanked the Principal for all of his and his teams hard work.</p>
<p><b>6.</b></p>	<p><b>Finance Reconciliation</b></p> <p>The Vice Principal Finance Joe Phillips joined the meeting at this point. He gave a comprehensive update to Governors around the accounts for the 2020-2021 year and the outcomes of the two audits that had taken place over the summer on the finances and MIS. The outcome position was successful in both areas.</p> <p>The Vice Principal Finance explained that significant changes would need to be made to the reporting systems to ensure all the data required for the audits could be pulled from one central system. He went on further to explain that all the data was present this year but the time to pull it all together and cross check had been considerable as it had come from different locations.</p> <p>[REDACTED]</p> <p>The Vice Principal Finance went through the financial outcomes and confirmed that the college was in a good position achieving a group surplus of £2.9m before pensions which was an increase on the previous financial year. The Financial Health Grading was confirmed at good.</p> <p>Governors noted the increase in the asset portfolio and the cash days, which was in direct contract to the sector norm.</p> <p>Governors noted the additional work and asked how this had impacted on the team recognising the lack of time for staff to take a break over the summer period. The Vice Principal Finance confirmed that the systems need to be replaced which would allow confidence in the reporting systems and improving the speed information available. Now the audits were expected this would allow staff to plan their holidays.</p> <p>The Vice Principal Finance confirmed that he had written requesting that next years audits take place face to face,</p> <p>Governors noted the successful outcomes and wished their thanks to be passed on to the staff.</p> <p>Joe Phillips left the meeting at this point.</p>



13.	<p><b>Policies</b></p> <p><b>a. Safeguarding Policy</b></p> <p>The safeguarding Policy was presented, and a governor requested that in section 6 that voyeurism offences Act 2019 should be added to the list of relevant legislation.</p> <p>Following this addition all members were in agreement that the policy be approved.</p> <p><b>Proposed By:</b> Fiona Waters <span style="float: right;"><b>Seconded By:</b> Ian Porter</span></p>
14.	<p><b>Student Union</b></p> <p>a. Student Union Report 2020-2021 b. Student Union Strategy 2021-2021 c. Student Involvement Strategy</p> <p>A discussion took place around the attendance of student governors at Corporation and Curriculum meetings. Governors suggested a number of options to encourage the Student Governors to attend the meetings. Alternative ways to gaining student voice was considered if these options did not work.</p> <p>The Student link Governor and the Chair to meet with the Student Governors at a meeting to ensure they are welcomed and supported at meetings.</p>
15.	<p><b>Safeguarding Report 2021-2022</b></p> <p>Fiona Waters the Colleges Safeguarding lead presented the report highlighting that nothing in the report should come as a surprise as the information was presented at each Corporation meeting.</p> <p>Jo Midgley questioned Fiona Waters that now students have returned to Campus were issues being uncovered that had been hidden away. Fiona Waters stated that poor mental health was an issue and that there were increased numbers reporting domestic violence.</p> <p>A long discussion took place around the partnership of the council, outside agencies and the College, the Principal requested information from Fiona Waters so that he could speak with the CEO of the North Somerset Council to support.</p> <p>Fiona Waters was thanked for her hard work supporting students, they acknowledged the time this took and the lives that had been saved with Fiona's input.</p>
16.	<p><b>Work with Council RE SEND</b></p> <p>Deputy Principal Leah Palmer and the Director of SEND Sam Mayhew joined the meeting at this point making their presentation of the work proposed to support the Council following an Ofsted where the outcome remained at 'requires improvement'.</p> <p>Governors were informed of the support that the College are putting forward to North Somerset to support the issues that have arisen within SEND and the progress to date. The programme developed by the College covers the tracking of progression, the training of staff, the inclusion of parents and the focus on reducing NEET numbers.</p>

	<p>Governors noted that a consultant had come into the area and support North Somerset Council working with the Head of Children and Young Peoples services had been taken on a tour around Butcome Farm. Butcome Farm was noted as a provision used to support the needs of the hardest to reach students. It has a variety of options and includes blended learning approaches that are open to learners which means they do not have to come into College if this is one of the barriers.</p> <p>Student success from the SEND faculty was noted, this success included 3 learners achieving Gold in the Duke of Edinburgh Award Scheme.</p> <p>Governors questioned the Deputy Principal and Director of SEND on their capacity to carry out all of this work. Staff confirmed that this would be the Commercial aspect of the provision and would benefit the national and internationally SEND agenda. The nationally and international reputation of the College was noted along with the lack of buy in from local Council North Somerset.</p> <p>Governors thanked both Leah Palmer and Sam Mayhew for the impact they were having for the young people.</p> <p>Leah Palmer and Sam Mayhew left the meeting at this point.</p>
17.	<p><b>AoB</b></p> <p>The Chair of Corporation stated that he had had a discussion with George Reah around the voting of an Associate Governor at Committee level. Members discussed the item which concerned George Reah and after consideration an amendment was proposed to allow Associate Governors to propose, second and vote on an item at Committee level provided that the Associate Governor concerned was not a member of any political party and at the discretion of the Chair of Governing Body.</p> <p>Members were in agreement of this.</p> <p>There were no further items of business and the meeting closed at 7.25pm</p>