

Minutes of the 133rd Meeting of the Board of Corporation of Sunderland College held on Tuesday 20th March 2018 at 6.00 pm in the Conference Room, City Campus

PRESENT: Mr G Blyth, Mrs A Hodgson, Mr R Lawson (Chair), Mr S Marshall, Mr D Measor, Mr P McEldon, Mr J Parkinson, Ms E Thinnesen (Principal).

IN ATTENDANCE: Mr N Harrett, Mr D Howells, Mr M Hughes, Mr C Millar (Items 20-22), Ms V Morton, Mr I Nixon, Ms J Quinn, Ms A Thompson (Items 20-22)

CLERK: Martin Gershman

Bd/18/020 APOLOGIES AND CONSENT FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies were received and absence consented to from Mr J Barnett, Mrs E Bass, Ms J Cramman, Mr T Crompton, Cllr C Gofton, Mr M Patton, Mr K Ramanathas and Mr R Saelzer.

Bd/18/021 PRESENTATION BY ALLISON THOMPSON ON EXTERNAL STAKEHOLDER FEEDBACK

(Redacted)

Bd/18/022 PRESENTATION BY CRAIG MILLAR ON MARKETING & COMMUNICATION VISION & STRATEGY

(Redacted)

(Mr Harrett, Mr Millar and Ms Thompson left the meeting)

Bd/18/023 MINUTES OF PREVIOUS MEETING HELD ON 6TH FEBRUARY 2018

The minutes of the meeting held on 6th February 2018 were accepted as a true and accurate record and were signed by the Chair.

Bd/18/024 MATTERS ARISING

Bd/18/016 – Appointment to remaining vacancies and committee membership

The Clerk reminded governors there was currently a vacancy and a further vacancy would arise on 3rd May, when Cllr Gofton's current term of office came to an end. The Chair noted that this would have been Cllr Gofton's last Board meeting and he expressed the gratitude of the Board and the College to her for over eight years' service as a governor. The appointment of Gill Southern and Richard Bunter to the vacancies would be discussed at the following meeting, subject to their meeting individually with the Chair, Principal and Clerk.

The appointment of Mr Patton to the Curriculum Committee and Mr Marshall to the Resources Committee were approved. Mr Marshall had agreed to be appointed as lead governor for People and Organisational Development.

Bd/18/018 – Governor Dashboard

Three sessions to brief governors on the Dashboard had taken place. The Chair commented that he had been very favourably impressed with the Dashboard. The Clerk would arrange a further session with Mr Ramshaw for the remaining governors.

Bd/18/025 EXECUTIVE REPORT

The Principal presented her report to governors.

Reformed English and mathematics Functional Skills qualifications will be taught from September 2019. These changes are not being introduced in isolation, but rather relate to wider policies to improve quality across the post-16 sector, including the efforts to build a world-class technical education system, the introduction of T levels, continued focus on delivering quality apprenticeships, access to full funding for adult English and mathematics courses, the devolution of the Adult Education Budget and reform to prisoner education.

The Government's post-18 review is an opportunity for the FE sector to highlight important issues for colleges whilst being realistic on the big issues. The review is due to take a year, presumably so that it can feed into a 2019 spending review and influence budgets in 2020 and beyond. There is a strong likelihood that after the review there will be an expectation for universities (and by implication colleges with HE provision) to bear some or all of the costs for any improvement in the deal for students.

(Mr Harrett re-joined the meeting)

JISC have announced plans to introduce subscription fees for colleges as they did for universities a few years ago. JISC has an important role for colleges in providing digital infrastructure, innovation and cyber security. The Association of Colleges has encouraged DfE and JISC to consult properly on their plans and their key task in the next 12 months and beyond is now to negotiate the best possible deal for colleges for these services both in terms of the fee levels, how fees are calculated and what services are provided.

The Resources and Capital Projects Committee (RCP) will need to monitor the impact of the increased cost of the Joint Information Systems Committee (JISC) subscription on the College. While the DfE stipulated that this was theoretically voluntary, in practice this was vital for the College's cybersecurity and connectivity.

(Ms Morton left the meeting)

The Principal outlined key messages in relation to national discussions linked to VAT and subcontracting. Mr Howells would be meeting with the auditors about this and the Audit Committee will follow this up.

Confidential

(Redacted)

(Ms Morton re-joined the meeting)

(Redacted)

There had been a positive meeting with Teesside Combined Authority about the Digital Academy at HSFC, which will be launched on Monday. The Principal has written to the Chief Executive of Hartlepool Borough Council about this.

(Redacted)

The Board:

- i) Received and noted the report
- ii) Noted that the RCP would monitor the impact of the JISC subscription
- iii) Noted that the Audit Committee should follow up on Mr Howells' meeting with the auditors regarding VAT liability
- iv) (Redacted)
- v) Noted that the relevant parts of the minute and paper should remain confidential

Bd/18/026 GIFTS & HOSPITALITY PROCEDURE ANNUAL POLICY REVIEW

The Clerk presented the report. He would circulate a reminder about the procedure.

The Board:

- i) Received and noted the report
- ii) Noted that the Clerk would circulate a reminder about the procedure

Bd/18/027 ENGLISH & MATHS UPDATE

Ms Quinn presented the report, which had previously been discussed at the CQC. One of the GCSE figures would be corrected.

The Board:

- i) Received and noted the report

Bd/18/028 HE STRATEGIC REPORT (CONFIDENTIAL)

(Redacted)

The Board:

- i) Received and noted the report
- ii) Noted that the minute and paper should remain confidential

Bd/18/029 APPRENTICESHIP PERFORMANCE UPDATE (CONFIDENTIAL)

(Redacted)

(Ms Quinn left the meeting)

(Redacted)

The Board:

- i) Received and noted the report
- ii) (Redacted)
- iii) Noted that the minute and paper should remain confidential

(Mr Measor left the meeting)

Bd/18/030 SUBCONTRACTING/PARTNERSHIPS TERMLY UPDATE (CONFIDENTIAL)

Mr Nixon presented the report. He highlighted that this would come back after the procurement exercise. The only area with a shortfall was ESFA 16-18, due to the decision not to sub-contract

The Board:

- i) Received and noted the report
- ii) Approved the 2018/19 high value contracts, subject to the outcome of the procurement exercise
- iii) Approved the revised Supply Chain Fees Policy for 2018/19
- iv) Noted that the report should remain confidential

Bd/18/031 BUDGETARY CONTROL STATEMENTS 2017/18 TO DATE

Mr Howells presented the report which had been previously discussed by the RCP. He would let the Clerk have an updated figure for the shortfall on 19+ provision. Compliance with covenants was being confirmed quarterly.

Confidential

(Redacted)

The Board:

- i) Received and noted the report
- ii) Noted that part of the minute should remain confidential.

Bd/18/032 ESTATES & FINANCING UPDATE - CONFIDENTIAL AND NOT FOR PUBLICATION

Mr Howells presented the report which had been previously discussed by the RCP.

The Board:

- i) Received and noted the report
- ii) Noted that the paper should be confidential

Bd/18/033 APPROVED MINUTES FROM COMMITTEES

Governors had received the approved minutes of the 16th November 2017 meeting of the Audit Committee, the 22nd January 2018 meeting of the CQC and the 23rd January 2018 meeting of the RCP Committee.

The Board:

- i) Received and noted the minutes for information.

Bd/18/034 ANY OTHER BUSINESS

The Clerk circulated an updated version of the guide to EGovernance.

An announcement regarding the National Centre for Imagination bid to the Northern Cultural Regeneration Fund, the legacy of the Great Exhibition of the North, would be made on Friday. If this was successful, there was tremendous potential for the College.

Dance City had requested a meeting with the Principal and Chair.

A meeting was also arranged with Keith Merrin of Sunderland Culture.

A governor asked if the College was involved in the Tall Ships 2018 and was given full details of the College's participation.

Bd/18/035 DATE, TIME AND VENUE OF NEXT MEETING

The next scheduled meeting would take place at **6:00 pm on Tuesday 15th May 2018** in the Conference Room at City Campus.

The meeting closed at 8:25 pm