

<b>Meeting/Committee</b>	<b>Board Meeting</b>
<b>Date of meeting</b>	14 <sup>th</sup> June 2018

## 18.61 Membership

	Ms L Adams		Dr A Nortcliffe
	Ms C Burn		Ms A Phillips
Ap	Mr D Buxton	Ap	Mr S Smith
	Mr J Connolly		Mr C Stanbra
	Ms H Groves		Mr A Stott (Chair)
Ap	Mr I Knowles		Miss S Symms
		Ap	Mrs K Wood

### In attendance:

Mr T De'Ath	Clerk to the Corporation
Ms J Dallinson	Secretary to the Board
Mr P Sayles	Deputy Principal
Mr J Austin	Vice Principal
Dr K Noble	Director of Finance
Mrs C Martin	Director of Quality

## 18.62 Apologies for absence

Apologies received from Mrs Wood, Mr Buxton, Mr Knowles and Mr Smith.

## 18.63 Declarations of Interest & Eligibility

No declarations were made.

## 18.64 Minutes of the meeting held 10<sup>th</sup> May 2018

The minutes were agreed as an accurate record of the meeting and were signed by the Chair.

## 18.65 Matters Arising

There were no matters arising.

## 18.66 Confidential Minutes of the meeting held 10<sup>th</sup> May 2018

The minutes were agreed as an accurate record of the meeting and were signed by the Chair.

## 18.67 Matters Arising

- 18.67.1 Re 18.52 Retford Post 16 Centre:  
Following concerns raised by Governors at the previous meeting, negotiations had continued with Notts County Council to seek an earlier withdrawal option. Mr Connolly was pleased to report that DALP Academy Board had given approval for the Trust to enter in to a rental agreement for the whole of the Centre, with a view to sub-letting the ground floor to RNN

Group for a period of 3-5 years. Head of Terms were being drawn up and detailed proposals would be provided to the July Board meeting.

#### **18.68 Apprenticeship Provision**

This item of business was deemed confidential and was therefore minuted separately.

#### **18.69 Curriculum & Quality Report**

A summary of headline data on education and training programmes was provided, RAG rated against revised benchmarks. Current retention at 93.8% was 3.1% above the end of year retention for 2016/17, and 1.7% above the national average, however retention on Level 1 programmes was a key concern in both 16-18 and adult provision.

Mrs Martin presented the profile of Teaching, Learning & Assessment observations for CBL and WBL, and a summary of the mid-year CARs. Mr Stanbra queried the profile of Hospitality and Travel & Tourism, which identified very few areas of good teaching. An enhanced CAR process had been agreed for 2018/19 to support areas to improve, and the decision had been taken to withdraw Hospitality from one of the campuses, consolidating provision in to the one site at Rotherham, providing better facilities and an improved learning experience for students.

In response to a request from Mr Stanbra, Mrs Martin would circulate a more detailed analysis of complaints by email.

*Mrs Martin left the meeting*

#### **18.70 Management Accounts Period 9**

The period 10 management accounts showed a deficit position of £1,384k against a budgeted deficit of £1,259k, and a loss of £459k in the forecast. Response to a question from Ms Phillips, Dr Noble said achievement income on Apprenticeship programmes remained a risk. 12% had been built in to the forecast for non-achievers, however this figure may not be sufficient. Current projections were slightly above contract, however AEB delivery within Create Skills and Charnwood remained a risk area.

In terms of the cashflow, the bank loan was forecast to be drawn down during July 2018, however as negotiations with RMBC over the land were continuing, this may be delayed until after the year end.

#### **18.71 Draft Budget 2018/19**

Dr Noble outlined the movements in the budget, resulting in a significant improvement from the operating deficit of £2.1m reported at the previous meeting, to a current deficit position of £687k. Attention was drawn to the FE and HE contributions, amounting to 52.9% for curriculum delivery in 2018/19, and in line with expectations. Contribution from RNNT was 5.3% in 2018/19, but increasing to 39.6% and 44.7% in the following 2 years as a result of the restructure of the business and the move to Apprenticeship Standards.

Referring to Estates costs, Mr Stanbra suggested that the development of a Property Strategy should be a priority. It was agreed Mr De'Ath would

present an outline plan to the July meeting in preparation for strategic discussions at the September meeting.

#### **18.72 Strategic Plan Monitoring Report**

Mr Connolly presented progress towards the strategic priority to become outstanding.

#### **18.73 Recommended Pay Award**

Governors were asked to consider affordability of a pay award for all staff and were reminded that no such provision had been included in the budget for the next 3 years. Mr Stanbra said the Board need to be mindful of the differential between teachers' pay within schools and FE colleges, and suggested some form of acknowledgement and recognition of good staff needed to be introduced. Mrs Phillips agreed that some funds should be made available to reward staff on a performance related basis, but questioned how those staff would be identified.

Mr Connolly said that this was a national issue within the sector with increasing recognition at Government level that the position was not sustainable. However, should the budget presented be approved, he was very keen that any improvement might be used to fund an appropriate level of pay award.

After further discussion the Board agreed it was unlikely that a pay award in 2017/18 would be affordable, and at this point were unable to commit to an award in 2018/19, however there may be an option to consider a non-consolidated payment, subject to the final budget. Further consideration and final decision would be made at the July meeting.

#### **18.74 UCR Update**

The project was still on schedule for completion and handover on 6<sup>th</sup> August 2018. Responding to a question from Mr Stanbra regarding the changing HE offer, Mr De'Ath said there was a degree of flexibility within the design, which would enable the building to be adapted to reflect any changes.

The Chair had recently visited the Centre and encouraged all Governors to do so.

#### **18.75 SLT Structure**

The Chair expressed congratulations to Mr Sayles on his recent appointment as Principal and CEO of Selby College. Consultations with the rest of the team and Board members had been undertaken on the structure going forward and it was agreed appropriate to appoint a Vice Principal with responsibility for Innovation and Growth. It was agreed proposed position would be a Designated Post Holder.

#### **18.76 Any Other Business**

18.76.1 The paperwork for the sale of the building on Spa Common, Retford was signed by the Chair and Principal on behalf of the Board.

18.76.2 Governors were asked to consider a recommendation from Audit Committee to appoint Mrs Phillips to the Committee.

**18.76.2 RESOLVED That Mrs Phillips be appointed to Audit Committee with immediate effect**

**18.77 Confidentiality**

There were no items of business deemed confidential.

**18.77 Date and Time of Next Meeting**

Thursday 5<sup>th</sup> July 2018 at 6pm

Signed \_\_\_\_\_ Chairman

Date \_\_\_\_\_