

MINUTES – Public

APPROVED

**Public Minutes of a meeting of the Corporation
Held on Thursday 17th June 2021 @ 17:00
Via MS Teams**

Members: Kevin Athersuch: **Sam Best**; Becky Bevins; **Mark Bolton [Principal]**; Paul Clowes;
Jacquie Dean [Vice Chair]; **Ellimae Dunn [Student FE]**; Lee Harwood; Jo Howarth; **Rebecca Marshall**; **David Mills [Vice Chair]**; Paul Morey [Staff]; **Gayle Pogson [Staff]**; Jo Roundell Greene; **Scott Roy**; James Scott; Paul Thomas (Student HE); Peter Thomas [Chair]

Clerk: Gill Macpherson

In attendance:
All Items: Emma Cox [Vice Principal Finance & Resources]; Joanna Frith-Williams [Vice Principal Quality of Education]

***BOLD** = indicates presence at meeting.*

Item	Detail	Action
1.	MEETING PRELIMINARIES There were Apologies for absence were received from Becky Bevins, Jo Howarth and Jacquie Dean. The meeting remained quorate throughout. There were no Declarations of Interest made on this occasion.	
2.	MINUTES OF THE MEETING HELD ON: The Committee unanimously Approved the minutes of 20 May 2021 (Public, Confidential and Strictly Confidential) as a correct and accurate record and Approved the publication of non-confidential minutes onto the Yeovil College website.	
3.	MATTERS ARISING (MA) The Action and Query sheet was noted and accepted. Actions were either complete, included elsewhere on today's agenda or being appropriately tracked and carried forward.	
4.	CHAIR'S REPORT The Board noted the outcomes from the June Strategy Meeting. The Chair noted the presentations were helpful and well put together. The Estates section gave an encouraging view of the future campus, a more coherent whole. The Principal presented Curriculum of the Future, which was insightful and thought provoking. The VPF&R gave a comprehensive review of finances in the short and medium term. The Chair noted the presentations were well thought through. The area of risk will be working with the DfE and the unpredicted costs, but it does have huge opportunities. The Governors dinner has been rescheduled from Monday 5 th July to Monday 20 th September.	
5.	CLERK'S REPORT The Board noted the Clerks report.	

6.	<p>PRINCIPAL'S REPORT</p> <p>The Board noted the Principals report with emphasis on the following;</p> <ul style="list-style-type: none"> - New ways of doing things - IoT Wave 2 Assessment Panel Support - Estate Appointments - Levelling up funding for 2021/22 - Thought Leadership – Next Generation (Young Professionals) - Traineeships for 16–19-Year-Olds - DfE have appointed an Architect. YC will be working with other colleges to coordinate their work with ours to have a better understanding of the DfE project and risks. <p>The Operating Statement was noted by the Board.</p>	
7.C	<p>FINANCIAL UPDATE</p> <p>The Board noted the March Management Accounts and highlights from the VP F&R. The key points are recorded separately in the confidential minutes.</p>	
8.	<p>TEACHING AND LEARNING (including Curriculum, Quality and Assurance Committee Business)</p> <p>The Board noted an update on Safeguarding from the VP QofE and the proposal to move the annual safeguarding report to Autum. It was requested by the Board to have areas within the report which aren't making progress, currently safer recruitment and campus security. It was noted there were currently no key areas of concern. The Board unanimously approved the report being brought to Corporation in the Autumn.</p> <p>The Equality and Diversity action plan and report was noted by the Board. Becky Marshall has agreed to represent the board as Lead Governor for Equality and Diversity. The Chair felt the actions plans were appropriate and the right thing to do.</p> <p>The C,Q & A Committee Business Cycle Committee Work Programme and Terms of Reference 2021/22 were unanimously approved by the Board.</p>	
9.	<p>GOVERNOR UPDATES</p> <p>The Board noted updates from the Staff Governor with emphasis on staff shortages, end of term arrangements, YCUC festival, CCTV installed around the campus and the new timetables.</p> <p>The Chair, on behalf of the Board, thanked the teachers and support staff, it was recognised how hard the current year had been.</p>	
10.	<p>INFRASTRUCTURE COMMITTEE</p> <p>The Board noted the Minutes of the Infrastructure Committee meeting 27 May, 2021. The Chair thanked all for their contribution and all are welcome to attend the next meeting, 1st July, 2021.</p>	
11.	<p>LEGAL, POLICY and REGULATORY MATTERS</p> <p>There were no Whistleblowing / Fraud / Health & Safety incidents to report.</p> <p>The Board unanimously Approved the P27 Data Protection Policy.</p> <p>The Board unanimously Approved the P66 Draft HE Student Transfer Policy 2021.</p>	

12.	<p>RISK MANAGEMENT AND INTERNAL CONTROLS (including Audit Committee business)</p> <p>The Board unanimously approved the Risk Management Policy.</p> <p>The Board unanimously approved the Internal Audit Plan 2021/22</p> <p>The Board unanimously approved The External Audit Strategy Planning Memorandum for the 2021/22 accounts, including the ACOP (Audit Code of Practice) recent changes.</p> <p>The Board unanimously approved the Committee Work Programme and Terms of Reference</p> <p>It was noted the approval for the Insurance Annual Renewal will be completed via email and reported on at the next Corporation meeting.</p>	
13.C	<p>ANY OTHER BUSINESS</p> <p>16-18 Expansion bid. The key points for this item are recorded separately in the confidential minutes.</p>	
	<p>NEXT ORDINARY MEETING</p> <p>Thursday 8 July 2021 @ 4:30pm</p>	
	<p>The main meeting closed and all non-independent Governors and invited attendees were asked to withdraw, excluding the Principal, VP's and Clerk.</p>	
14.SC	<p>The key points for this item are recorded separately in the strictly confidential minutes.</p>	