

**Non-Confidential Minutes of the Meeting of the Corporation
held on Tuesday 17 October 2023 at 5.30pm in Seminar Room 1 at Bishop Burton College**

Corporation Members	Appointed as	Chair/Vice	Apologies
Ian Sackree	External Governor	Chair	
Angela Moran	External Governor	Vice Chair	
Rebecca Brassington	Staff Elect		<i>(up until: Minute 23.21(b))</i>
Susan Hamer	External Governor		
Jim Harris	External Governor		
John Hurst	External Governor		
Sharon Kirby	Staff Elect		<i>(up until: Minute 23.21(b))</i>
Bill Meredith	Ex-Officio		
Adam Milner	External Governor		
Emma Milson	External Governor		
Peter Phythian	External Governor		<i>from 5:39pm</i>
Martyn Thomas	External Governor		
Gray Towse	External Governor		
Ian Watson	External Governor		
<i>Member Vacancy</i>	<i>External Governor</i>		
<i>Member Vacancy</i>	<i>Student Elect</i>		
<i>Member Vacancy</i>	<i>Student Elect</i>		

In Attendance			
Kate Calvert	Deputy Principal HR & Organisational Services		(DPHROS)
Stephen Kelly	Chief Financial Officer	<i>(up until: Minute 23.21(b))</i>	(CFO)
Kirsti Lord	Deputy Chief Executive and Deputy Principal	<i>(up until: Minute 23.21(b))</i>	(DPCEO)
Sallyanne Pearson	Director of Governance		(DG)
Ann Paling	Assistant Principal Safeguarding and Residential Services	<i>(until: 5:59pm)</i>	(APSRs)

23.9	Welcome and Apologies for Absence	
(a)	Welcome The Chair opened the Meeting. A welcome was extended to Jim Harris, Gray Towse and Ian Watson being the recently appointed External Governors. Around the table introductions were undertaken.	
(b)	To receive apologies for absence No apologies for absence were received.	
23.10	Declarations of Interest	
(a)	To consider and declare, as required, amendments to the Register of Interests and Conflicts of Interest The Chair noted that any declarations or conflicts of interest should be declared. It was requested they be raised, if relevant, as and when required. No declarations were raised.	
(b)	Items to be raised as part of the evening's business None raised	

23.11	Minutes of the Previous Corporation Meeting																																						
(a)	To receive and approve the following Minutes from the Corporation Meeting held on 11 July 2023																																						
(i)	<p>All Minutes were included as part of the Agenda Pack circulated.</p> <p>Non-Confidential Minutes</p> <p>A typographical error was noted in the title of Minute 22.66(i). The title is to be amended from: “an amendment to the Corporation’s Articles of Instrument and Government and Standing Orders regarding Terms of Office” to: “an amendment to the Corporation’s Instrument and Articles of Government and Standing Orders regarding Terms of Office” Pending the amendment, the Minutes were confirmed to be a true and accurate record and are to be signed by the Chair.</p>																																						
(ii)	<p>Confidential Minutes and Restricted Confidential Minutes</p> <p>Both sets of Minutes were confirmed to be a true and accurate record and are to be signed by the Chair. No discussion over the content of the Minutes took place other than to confirm their accuracy.</p> <p><i>Peter Phythian joined the Meeting: 5:39pm</i></p>																																						
(b)	To receive and approve the Non-Confidential and Confidential Minutes from the Corporation Meeting held on 26 September 2023																																						
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(c)	To note the Action Summary and note any Matters arising																																						
	<p>Reference was made to the Action Summary and updates thereto which was circulated as part of the Agenda Pack.</p> <p>The Corporation reviewed the same and RESOLVED as follows:</p> <table border="1" data-bbox="220 1249 1353 2072"> <thead> <tr> <th>Min Ref</th> <th>Title</th> <th>Action Point</th> <th>Person</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>22.46(e)</td> <td>Governor Membership, Recruitment and Update</td> <td>All relevant policies to be amended to put revisions set out in the Member Appointment Process, Lanyards and Signing In/Out Practices paper into practice. Practice to commence immediately.</td> <td>DG</td> <td>See update below. Remove as action</td> </tr> <tr> <td colspan="5">26 September 2023</td> </tr> <tr> <td>23.4</td> <td>Principal’s Update</td> <td>CFO to include the most up to date HE recruitment figures and its in-year financial impact the Finance and Resource Committee Meeting on 3 October 2023</td> <td>CFO</td> <td>Complete</td> </tr> <tr> <td>23.4</td> <td>FE Student Achievement Rates (2022/2023)</td> <td>FE Student Achievement data to be provided Members</td> <td>DPCEO</td> <td>On Agenda</td> </tr> <tr> <td colspan="5"><i>Actions were taken as confidential</i></td> </tr> <tr> <td>23.9a(iv)</td> <td>Reporting from the Corporation’s Committees</td> <td>The timing and meeting dates of the Finance and Resource Committee to be reviewed</td> <td>DG</td> <td>C/F</td> </tr> </tbody> </table>				Min Ref	Title	Action Point	Person	Update	22.46(e)	Governor Membership, Recruitment and Update	All relevant policies to be amended to put revisions set out in the Member Appointment Process, Lanyards and Signing In/Out Practices paper into practice. Practice to commence immediately.	DG	See update below. Remove as action	26 September 2023					23.4	Principal’s Update	CFO to include the most up to date HE recruitment figures and its in-year financial impact the Finance and Resource Committee Meeting on 3 October 2023	CFO	Complete	23.4	FE Student Achievement Rates (2022/2023)	FE Student Achievement data to be provided Members	DPCEO	On Agenda	<i>Actions were taken as confidential</i>					23.9a(iv)	Reporting from the Corporation’s Committees	The timing and meeting dates of the Finance and Resource Committee to be reviewed	DG	C/F
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23.9a(v)	Reporting from the Corporation's Committees	Pen portraits of the interim appointments made to the roles of Assistant Principal HE and Director of Land-Based Education to be provided to the Chair of the Curriculum and Quality Enhancement Committee	DPCEO	Complete
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Action: 22.46(e): it was noted that the process/procedure was being engaged with and embedded in practice. Action to be removed.

Action 23.4: it was noted that a further update was included as part of the evening's business.

Part of this item was taken as confidential

23.12 Safeguarding

(a) To receive and consider the Annual Safeguarding Report

Reference was made to the Annual Safeguarding Report for 2022-2023 provided as part of the Agenda Pack.

The APSRS reported to the Corporation, the following key points were noted over and above the report provided:

Student Management Committee (SMC)

The value and success of the Committee was noted.

Emma Milson in her capacity as one of the Corporation's Safeguarding Link Governors commended the work of the SMC noting the effort of the members of staff to ensure continued support to students.

Staff Training and Updates

Reference was made to discussions between the Chair and the APSRS around the role of the Safeguarding Link Governors and expectation that they, along with Members of the Corporation as a whole, would undertake safeguarding training alongside taking receipt of internal training/updates/briefing and reports from the APSRS. The APSRS explained that two safeguarding courses/modules had been reviewed and these were both going to be undertaken by Emma Milson who is to feed back on their suitability.

The Committee enquired whether these courses/modules incorporated any PREVENT training for Governors. It was noted they did not.

The DG noted that as part of reviewing mandatory training for Members as a whole, including as part of induction on appointment, she had approached Gray Towse (being the second Safeguarding Link Governor) to trial the Safeguarding and PREVENT modules facilitated through the ETF. The DG had also requested that Gray Towse undertake the in-house module provided to newly inducted staff noting that this was a requirement of the current Governor Training Policy.

A conversation took place and it was **RESOLVED** that Gray Towse and Emma Milson would undertake their respective training/modules noted and feedback to both the APSRS and the DG.

ACTION: Emma Milson and Gray Towse to undertake their respective safeguarding modules and feed back to the DG and APSRS. Gray Towse is also to undertake the PREVENT module and provide feedback.

The Committee referred to the format/content of the Safeguarding Report. It was requested that an increased level of data on the types, genres and characteristics of the safeguarding incidents be reported and/or identified. It was explained that this would allow the Corporation to have oversight of any trends/patterns.

It was **RESOLVED** that Gray Towse and the APSRS would discuss this further outside of the Meeting.

Gray Towse / Emma Milson

	<p>ACTION: Gray Towse and the APSRS are discuss what data is to be included as part of the Safeguarding Report.</p> <p>The Committee also requested a more proportionate and contextualised approach to the reporting - for example the number of students/incidents recorded as part of any one subject area. The importance of monitoring and identifying trends and patterns was noted again with it put forward that rag rating areas would also allow the Corporation to easily identify any actual or possible upticks in incidents which would be prudent to allow early consideration of any support or resource which may be required. The APSRS confirmed these could be incorporated.</p> <p>ACTION: APSRS is to ensure that the format and content of the safeguarding reporting, which is to be included as part of the Principal's Report, is revised in line with the Corporation's discussions.</p>	<p>Gray Towse / APSRS</p> <p>APSRS</p>
(b)	To receive and approve the Safeguarding Policy	
	<p>Reference was made to the Safeguarding Children and Adults at Risk Policy circulated. The APSRS summarised the changes to the Policy. The Corporation APPROVED the Policy.</p>	
23.13	Appointment of Student Governors	
	To receive an update on the Student Governor Elections and consider and approve any appointments to the role of Student Governor	Corp
	<p>A verbal update was provided to the Corporation. Key points noted included:</p> <ul style="list-style-type: none"> the voting process to elect the President and Vice President was underway; the expectation that the Student Governors could be appointed, by the Corporation, at this point of time in the academic year was unrealistic. It was explained that there was not enough time since the start of the academic year for the campaign and election process to run in full; despite promotion at both campuses, the students running for the role of President and Vice President were based at the Bishop Burton campus. <p>A discussion took place around the elected President also assuming the role of Student Governor and the Corporation challenged whether the students were clear on the responsibility of the Student Governor role as well. The APSRS noted they were.</p> <p>The Corporation noted the importance of ensuring that all students across both campuses were fairly represented as part of the Corporation through the Student Governor role; noting the candidates running for election were both based at the Bishop Burton campus. Assurance that the Vice President and President would engage with all students across both campuses was provided by the APSRS.</p> <p>The DG noted for clarity, that both the elected Vice President and the President would assume the roles of Student Governor (not just the President) and that these remained pending Corporation approval.</p> <p><i>The APSRS left the Meeting at 5:59pm</i></p> <p>The Chair revisited the point raised around the content and format of the reporting provided at governance meetings; noting he had spoken with all members of the Executive to ensure a standardised front sheet was being developed which could be used as a preface on papers provided to Members. The Chair explained this would allow Members to readily identify the intent/purpose of the paper and the requirement/expectations of the Executive on Members. It was noted this had also been raised as an action point in the External Board Review. The DPHROS noted there was a standardised format in place but this could be revisited by the Executive.</p>	

	<p>Action: the Executive are to develop a prefacing standardised front sheet for all reporting to Members</p> <p>Discussion continued around the style and format of the reports to the Members as a whole. The Chair invited different formats, such as PowerPoint presentations, to be incorporated as part of meetings.</p> <p>Reference was also made to the delay in the circulation of some papers to Members in advance of Meetings; noting this was often outside of the seven days required. Discussion was undertaken. It was acknowledged that, on occasion, papers would not be ready for circulation seven days in advance for a number of reasons but it was noted that the timeframe should be otherwise adhered to.</p>	DPHROS
23.14	Principal's Report	
	To receive and consider the Principal's Report	
	<p>Reference was made to the Principal's Report circulated as part of the Agenda Pack. The Principal reported to the Corporation, the following key points were noted over and above the reporting provided:</p> <p>Reinforced Autoclaved Aerated Concrete</p> <p>The Corporation challenged whether the Executive could provide assurance that the DfE survey had been completed and the College did not have any reinforced autoclaved aerated concrete across its campuses.</p> <p>The CFO confirmed that the survey had been completed and one building was being reviewed further. The CFO is to provide an update as appropriate.</p> <p>Action: CFO to provide an update as to whether the College has any reinforced autoclaved aerated concrete on its campuses</p>	CFO
	Health & Safety	
	<p>The Corporation challenged that they had previously asked for more detailed information on the number and type of incidents - to allow oversight of trends or patterns.</p> <p>The Executive noted that an Annual Report is provided to the Finance and Resources Committee with the College's Safeguarding and Health and Safety Executive Meetings receiving the more detailed breakdown. A discussion was undertaken and it was agreed that the Annual Report on Health and Safety would be circulated to the Members.</p> <p>Action: DPHROS to circulate the Health and Safety Annual Report</p>	DPHROS
	Prime Ministerial Announcements	
	<p>The Corporation referred to the announcement regarding the introduction of a Baccalaureate-style qualification and challenged whether the Executive had considered the implications of the announcement and the risk it could bring to the College.</p> <p>The Principal confirmed the College would continue to offer T Level provision; noting the key elements of these programmes would be incorporated into the new qualification in any event. The DPCEO confirmed that as many options as possible would remain open for students - including alternate vocational qualifications across most courses. Childcare was noted to be one area of potential risk owing to the fact that there was only a T-Level programme available.</p> <p>A conversation took place between the Executive and the Corporation as a whole with Members noting the importance of the Executive Team "walking with the students and parents" whilst this element of uncertainty around T Levels remained. The importance of the right messaging to the stakeholders was noted.</p>	
	Sustainability Update	Corp
	<p>A new appointment to post the post of Sustainability Officer was noted. The Link Governor to Sustainability (Adam Milner) explained that the newly appointed Sustainability Officer would be invited to a future Corporation Meeting to provide an update on the Sustainability Strategy. The Link Governor is to meet with the new Sustainability Officer, in any event, prior to the next Corporation Meeting.</p>	

Local Skills Improvement Fund (LSIF)

The value of the investment, by the College, in renewable energy / sustainability was noted. Particular reference was made to a recent governor visit to the Bishop Burton campus at which the Farm Manager had explained the benefits which the investment had brought.

Commendations were also noted to Andy Black Assistant Principal Business Development for leading on the LSIF application for the HEY Area College Consortium and contributions to the Greater Lincolnshire consortium of which Bishop Burton was also a member.

Scampton Asylum Seekers Centre

The Corporation referred to the increased on-site security arrangements at the Riseholme Campus and enquired whether the College was absorbing the cost. The Principal confirmed it was but that assurance had been provided that Serco would be contactable and communicate with the College, as and when required, to mitigate risk as appropriate.

A discussion around risk was undertaken which included a conversation around safeguarding and PREVENT as well as training which had been put in place for members of staff.

The Corporation enquired whether the Asylum Centre had negatively impacted recruitment to the Riseholme Campus. The Executive noted that it did not appear to have done with only one enquiry raised at a recent recruitment event.

Student Recruitment

Further Education

The Principal summarised that recruitment had, comparatively, only dipped slightly but that fewer students had been recruited to land-based subjects/specialisms. It was explained that in-house forecasting had suggested that “accepts” were higher than the previous year but these had not converted and this was being explored. The Principal noted further that the drop in achievement had also negatively impacted the level of retention at the College.

Higher Education

A further drop in recruitment to Higher Education (HE) was noted with a continuous five year downward trend evidenced. The Principal explained this was not untypical of the sector but acknowledged this needed acute focus.

Attendance

The Principal reported the overall attendance was comparatively above the same period last year at 88.8% but this remained below the College’s KPI.

The Corporation referred to the drop in recruitment and noted the Marketing Strategy presented previously; challenging whether this had been costed in full and taken forward. The Principal confirmed the budget was in place and the marketing department had been supported in retaining the size of its team.

Achievement

The Principal acknowledged the achievement was disappointing noting the DPCEO was to provide further information in light of a request from the Chair. At this point the DCPEO was invited to give a presentation on the latest academic report.

The DPCEO presented to the Meeting (*tabled item 1: FE Achievement 2022/23*)

The DPCEO went through the PowerPoint noting achievement, as a whole, had dropped. It was acknowledged that this had been anticipated in some areas but not in all areas impacted. Key themes emerging were noted as follows:

- achievement in land-based subjects, at both campuses, was low which posed a real risk of reputational damage. It was noted that both Agriculture and Land Based Engineering had suffered from staff recruitment and retention;
- achievement in Sport at Bishop Burton was a focus given the size of the recruitment to the programme; a significant number of students were not achieving;

- contextual issues around the T Level Childcare programme, including a need to embed the right student / right course strategy, was noted with a number of students not progressing from year one into year two;
- Level 2 Dog Grooming (Adult Education) at Riseholme and Level 3 Dog Grooming (Bishop Burton) were identified as underperforming; it was noted that this was an area which had received “outstanding” in the recent OFSTED inspection.

The DPCEO explained that progression and retention were both a real focus of the College but the financial impact of the low retention was particularly significant. The importance of the right student, right course strategy was noted with circa 300 students lost because they were not enrolled on the right level of course. It was put forward however that the student voice indicated the majority of students were positive about the course they were undertaking.

The DPCEO advised the Governors that the College’s quality assurance processes were to be reviewed in order to drive higher performance.

A further detailed analysis is to be provided to the Curriculum and Quality Enhancement Committee at their Meeting in November.

The Chair noted the remit of the Curriculum and Quality Enhancement Committee was to scrutinise achievement further but noted the Corporation, as whole, needed oversight from the outset as well. It was put forward that it was not acceptable that students did not get “what they signed up for”. The ancillary impact to the financial health of the College was also noted with fewer students committing to the land-based subjects at the College. It was put forward that recruitment needed to be a key focus which would, in turn, drive up the financial health of the College.

The Corporation requested oversight of the areas which were demonstrating good practice and how this could be disseminated across the College. The DPCEO noted there were pockets of good practice and delivery.

The Corporation noted the areas which had been identified for focus. It was reflected that some of the strategies had already been implemented and the internal mechanisms to monitor and track the impact of them, along with the other strategies mentioned, needed to be robust to allow crisp and precise monitoring, reporting and, in turn, oversight by the Corporation.

The Corporation further reflected on the resignation of two senior posts within the curriculum delivery element of the College. It was put forward that this would open up gaps at a time of increased momentum and focus and the importance of all colleagues pulling in the same direction was critical.

Members of the Corporation put forward that the works of the Curriculum and Quality Enhancement Committee should be at the forefront of the discussions of the Corporation noting it was the responsibility of the full Corporation to turn achievement of the College around.

C&QE

23.15	College Performance and Key Performance Indicators	
(a)	To receive, consider and discuss the Executive Report on the College’s performance against Strategic Priorities and Key Performance Indicators for the 2022 to 2023 period including 2022 to 2023 FE Student Achievement Data – Carried Forward It was noted that it was too early in the academic year to address this in full. The item was carried forward.	Corp
(b)	To receive and approve the proposed Strategic Priorities and Key Performance Indicators for the 2023 to 2024 period to include monitoring against OFSTED recommendations and Accountability Agreement Reference was made to the College Key Performance Indicators 2023-24 circulated as part of the Agenda Pack. Challenges and enquiries were also raised (and collated separately) in advance of the evening’s business following a review of the Agenda Pack by Members. A conversation around the format of the Key Performance Indicator (KPIs) document was undertaken by the Corporation. It was noted that these KPIs would drive the College	

	<p>forward. Observations on the document were made including the need to provide further clarity, detail and breakdown of the KPIs to ensure they were meaningful and contextualised. It was further noted that some KPIs could only be measured at a fixed point in time - limiting its value to the Corporation who could not track progress/impact; limiting its ability to react and steer the College strategically if required.</p> <p>A rigidity in the Financial KPIs was also noted. It was noted that these must correlate to the Budget and any revisions made to it. It was noted that a number of the KPIs needed to be updated in light of the revised Budget.</p> <p>The Corporation RESOLVED that the format of the KPI document be revised to provide the clarity and detail required as well as a measure of progress/update between the KPI “Target” and the “Actual” outturn.</p> <p>ACTION: the KPI Document is to be reviewed and amended in reflection of the discussions undertaken</p> <p>The Corporation FURTHER RESOLVED that the 2023 to 2024 KPI'S were NOT APPROVED until the Executive Report on the College's performance against Strategic Priorities and Key Performance Indicators for the 2022 to 2023 had been reviewed.</p>	ACTION
		Corp
23.16	MIS Data Return Reporting	
	To receive and consider the MIS Data Reporting	
	<p>Reference was made to the Annual Report on Data Returns September 2022 – August 2023.</p> <p>It was confirmed that all submissions had been submitted and the Corporation noted the same.</p> <p>Commendations were noted to the MIS Director for the quality of work as well as the timely presentation and availability of all reporting.</p>	
23.17	Financial Reporting	
(a)	<p>To receive and consider the Management Accounts to 30 September 2023 and provide a verbal update of any items requiring the Corporation's attention</p> <p>Reference was made to the paper entitled Financial Management Report 2023 / 2024 – Period ending 30 September 2023 provided in advance of the Meeting and made available in hard copy as part of the evening's business.</p> <p>Observations around the timing of the paper were made and the CFO noted he could withdraw the paper. The Chair requested that a summary overview be provided to the Corporation.</p> <p>The CFO provided an overview of the information provided. Members NOTED the College's financial position.</p> <p>The Chair explained that following the External Board Review the Finance and Resources Committee Meetings and the Corporation Meetings had been decoupled which had posed difficulties aligning the internal production of the Management Accounts to the Committee Meeting.</p> <p>It was noted that the most up to date version of the Management Accounts would be provided to the Corporation Meetings.</p>	
(b)	<p>Following discussion at the Corporation Meeting receive, consider and approve an updated Budget Position and Pay Award Report detailing the requested financial modelling and proposed recruitment/retention strategies and the Principal's recommendation thereto</p> <p>Reference was made to the Revised Budget and Financial Forecast Position provided as part of the Agenda Pack.</p> <p><i>This item was taken as confidential</i></p>	
(c)	<p>Following discussion at the Finance and Resources Committee receive and consider an update relating to Bank Covenants</p>	

	Reference was to made to the Bank Covenants Report included as part of the Agenda Pack. <i>This item was taken as confidential</i>	
23.18	Reporting from the Corporation's Committees	
(a)	Audit	
(i)	To receive and note the draft Minutes of the Committee Meeting held on Thursday 12 October 2023 (Verbal) The Chair of the Audit Committee (Audit Chair) noted that the financial statement auditor had reported that he would be speaking with the CFO regarding the bank covenant position. The Audit Chair confirmed all other salient points were picked up separately on the evening's agenda. The draft Minutes will be provided to the next Corporation Meeting.	Corp
(ii)	Following scrutiny of the Committee approve the Internal Audit Strategy/Plan for 2023/24 (Enc) and fees for 2023-24 (verbal update) Reference was made to the 2023 to 2024 Internal Audit Plan circulated as part of the Agenda Pack. Reference was made to the five-year rolling internal plan and it was confirmed that there would be no changes to the schedule. The Audit Chair drew the Corporation's attention to the inclusion of the Corporate Governance audit; noting the Committee had discussed whether this was appropriate given its proximity, in time, to the External Board Review being undertaken. The Audit Chair confirmed that it did seem appropriate to continue with the Audit but that more value may be realised if undertaken later in the year. A conversation was undertaken around the number of newly appointed governors and it was noted that a level of scrutiny around recruitment and induction would add value. It was noted that the DG, Executive and the Internal Auditors were liaising to ensure the audit was not duplicating the scope of works of the External Board Review and to ensure as much value as possible was derived from it. The Audit Chair also made reference to a lengthy discussion around the Health and Safety Audit; noting it had been made clear that the internal auditors would be assessing the processes, procedures and policies in place but were not qualified in health and safety. The Audit Chair confirmed there was no increase to the professional fees of the Internal Auditors. The Corporation APPROVED the Internal Audit Strategy/Plan for 2023/24 and the fees.	
(iii)	Following scrutiny of the Committee receive and consider the changes to the 2023 to 2024 Risk Register and Risk Management Action Plan pending any update from the Audit Committee meeting (Enc) (Enc) Reference was made to the High-Level Risk Register 2023 / 2024 and the High-Level Risk Management Action Plan 2023 /2024 circulated as part of the Agenda Pack. The Audit Chair referred to point 4 of the High-Level Risk Register which noted the underperformance of the HE provision. The Audit Chair explained that they requested, in light of the continued drop in achievement in FE, that underperformance/decline in achievement in FE be included. The Audit Chair noted that underperformance posed a significant risk to the College and continued scrutiny was critical. The Corporation RESOLVED that the decline in FE achievement and its underperformance be included on the College's Risk Register. It was FURTHER RESOLVED that a timeframe/end date should be included to provide clarity and transparency on what had been implemented, and when, and the resulting impact to mitigate/reduce the risk.	

	<p>ACTION: DPCEO to amend the Risk Register to include the decline in FE achievement and its underperformance and look to include a timeframe/end date as to when the level of risk should be mitigated/reduced</p> <p>The Corporation noted their CONSIDERATION of the Risk Register and Risk Management Action Plan, APPROVING the same subject to the amendments noted.</p>	DPCEO
(b)	Finance and Resources	
(i)	<p>To receive and note the Minutes of the Committee Meeting held on Tuesday 3 October 2023 (Verbal)</p> <p>The Chair of the Finance and Resources Committee (F&R Chair) noted that many of areas dealt with at the Finance and Resources Committee Meeting had been addressed/updated as part of the evening's business noting. The F&R Chair opened up a dialogue to any Members who had any questions arising from the financial discussions as part of the evening's business. The Members confirmed they were clear in their understanding.</p>	
(ii)	<p>Following scrutiny of the Committee note the Estates Report dated Tuesday 3 October 2023 and note any further update thereto</p> <p>Reference was made to the Estates Strategy Update included as part of the Agenda Pack. The F&R Chair commented that discussions had focused/centralised on the cost/value for money of the animal unit plans as well as a discussion around the dismantling of the old pig unit buildings.</p> <p>The Corporation noted the update provided.</p>	
(iii)	<p>Following scrutiny of the Committee consider and approve the Student Association Accounts for the 2022 to 2023 period and approve its grant for the 2023 to 2024 period</p> <p>Reference was made to the Student Association Accounts 2022/23 circulated as part of the Agenda Pack.</p> <p>Discussion around the allocation of the grant was undertaken with it noted that the financial health of the Student Association was robust and did not necessarily require any further contributions. A conversation was undertaken with it noted that the Corporation did not want to disincentivise the Student Association by withdrawing financial support.</p> <p>Proposals were put forward with the purpose of generating engagement, aspirations and drive within the leadership of the Student Association. Possible suggestions included providing financial support for specific projects which had been developed by the Student Association itself or to align the financial support to one particular project which the Association would have to match in cost. The proposals were noted for consideration in the future.</p> <p>The Corporation APPROVED the Student Association Accounts for the 2022 / 2023 period and approved the grant for the 2023 / 2024 period.</p>	
23.19	Governance	
(a)	<p>To receive and note the minutes of the Governance & Search Committee meeting held on 19 September 2023</p> <p>Reference was made to the Minutes included as part of the Agenda Pack.</p> <p>The Corporation received the same.</p>	
(b)	<p>To receive the Corporation's Annual Report (2022 to 2023)</p> <p>Reference was made the Annual Report included as part of the Agenda Pack.</p> <p>It was explained that this was an existing, internal, document in place which had been developed by the Director of Governance and was for information purposes.</p> <p>The Corporation noted RECEIPT of the same.</p>	
(c)	<p>To receive an update on Governance including amended Code of Governance (Verbal)</p> <p>Code of Governance</p> <p>The DG provided a brief summary overview - noting the new Code of Governance had been introduced on a soft launch basis and would come into effect in readiness for the</p>	G&S

(iii)	Treasury Management Policy (2.18)	
	The Corporation noted that an amendment to the Deposit Limit at Lloyds Bank Plc had been increased to £6m. The rationale for this was noted and explained. The Corporation APPROVED the Policy.	
23.21	Any other Urgent Items	
(a)	To approve the appointment of a director for one of the College's Subsidiary Companies (Enc)	
	Reference was made to the paper detailing the requirement of the Corporation to appoint a director to the College's Subsidiary Company which was circulated as part of the Agenda Pack. The CFO outlined the report and the requirements. It was RESOLVED that Ian Sackree be appointed to Bishop Burton Farm Enterprises Limited. <i>Rebecca Brassington, Sharon Kirby, Stephen Kelly and Kirsti Lord left the Meeting whilst a restricted confidential matter was discussed.</i> <i>The following item was taken as Restricted Confidential Minutes</i>	

There being no further business, the meeting closed at 8:25pm

Chair _____

Name _____

Date _____