



MINUTES OF A MEETING OF THE CORPORATION
4.00PM, TUESDAY 7 FEBRUARY 2023
Held in the Pengelly Room, Main House

Members :	*Richard Barker; *John Bullen; *Hannah Crocker; *Andrew Davies; *Alana James; *Dan Knight; *Robert Lasseter (Chair); *Graham Ledden; *Annetta Minard; *Nicola Newman; *Luke Rake (Principal); *Kay Taylor; *Debs Thomas; *Richard Williamson
In attendance:	*Tom Hallam (Deputy Principal); *Julian Tucker (Interim Finance Director); *Nicky Porter (Assistant Principal (Student Experience & Progression)); *Vanessa Gifford (Clerk); *Wendy Cunningham (Deputy Clerk) *Meredydd David (Deputy FE Commissioner); *Becky Edwards (FEC Finance Lead)

ITEM NO.	DETAIL	
1.	<p>FEC UPDATE</p> <p>The FEC Team provided an update on the Post 16 Dorset Area Review and Confidential minutes were taken for the benefit of the Corporation.</p>	
2.	<p>DECLARATIONS OF INTEREST</p> <p>The following declarations of interest were NOTED:</p> <ul style="list-style-type: none"> • Annetta Minard on all matters relating to the Dorset Studio School 	
3.	<p>APOLOGIES AND NOTICES</p> <p>There were no apologies for absence NOTED.</p>	
4.	<p>STRATEGIC DISCUSSION</p> <p>This item was minuted confidentially.</p>	
5.	<p>MINUTES OF THE MEETINGS HELD ON 6 DECEMBER 2022</p> <p>The Corporation APPROVED the minutes of 6 December 2022 as a true and accurate record, and APPROVED the non-confidential minutes for website publication.</p>	
6.	<p>MATTERS ARISING FROM THE ABOVE MINUTES</p> <p>The following matters arising from the above minute were NOTED:</p> <ul style="list-style-type: none"> • The legal position on the RSPCA lease still had to be determined. 	LR
7.	<p>RATIFICATION OF ELECTRONIC DECISIONS</p> <p>The following decisions were RATIFIED:</p> <ul style="list-style-type: none"> • Approval of Strategic Priorities • Support for T Level Capital Bid 	

8.	<p>THE STUDENT VOICE</p> <p>The Student Governor's report was CONSIDERED, noting that the potholes in car parks was the main issue for students. The Principal explained the financial challenges of the College but remedial work was being considered and he would check timeframes and report back.</p>	LR
9.	<p>PRINCIPAL'S REPORT</p> <p>The Corporation RECEIVED the Principal's Report which provided updates on: Introduction; FEC State of Play; Asset Sales; VAT; Apprenticeship Clawback; Apprenticeships; ONS Reclassification of Colleges into the Public Sector; LEP – The Great South West; and the Principal's Diary.</p> <p>The report was taken as read and the following additional points during discussions were NOTED:</p> <ul style="list-style-type: none"> The Deputy FEC had been specific that conversations with other colleges should stop whilst the Post 16 Dorset Review was being undertaken, and to keep him up to date of any issues. 	
10.	<p>MANAGEMENT ACCOUNTS TO 31 DECEMBER 2022</p> <p>The Management Accounts to 31 December 2022 were SCRUTINISED and the following points NOTED:</p> <ul style="list-style-type: none"> The Corporation thanked the Interim FD for the improved management accounts which were presented well with good commentary. It was noted that re-profiling would be required in February/March 2023 to assist with the challenging cashflow. It was noted that the DfE was aware of the reasons that the accounts to 31 July 2022 had not been approved. An application for an extension to the submission of the KME Accounts to 31 July 2022 would be investigated, although the auditors were considering appropriate wording to progress these. 	VG
11.	<p>TRANSPORT TENDER</p> <p>It was NOTED that three tenders had been received to provide transport for all the College requirements. This was currently being reviewed and would be presented to the next meeting of the Finance & Resources Committee for scrutiny.</p>	
12.	<p>LOCAL SKILLS IMPROVEMENT PLAN (LSIP)</p> <p>The Project Lead for the LSIP provided an update on the plan. The project was currently researching employer needs with the intention these would be reflected in provision.</p> <p>An Accountability Statement would be presented to the Corporation by the end of May in line with the guidelines.</p> <p>The Project Lead agreed to share details of the employer survey so that those governors who were employers could be involved.</p>	LR NN
13.	<p>QUALITY & STANDARDS COMMITTEE</p>	

	<p>University Centre: It was AGREED to support the College to seek permission from the DfE to include 'University Centre' in its branding.</p> <p>It was further noted that discussions were progressing with the Open University for validation of three HE courses.</p> <p>Meeting held on 30 January 2023 The draft Minutes of the meetings held on 30 January 2023 were NOTED.</p>	
14.	<p>ESTATE COMMITTEE</p> <p>Terms of Reference: the Corporation APPROVED the Committee Terms of Reference.</p> <p>Meeting held on 16 January 2023 The draft Minutes of the meetings held on 16 January 2023 were NOTED.</p>	
15.	<p>GOVERNANCE, REMUNERATION & SEARCH COMMITTEE</p> <p>Membership The following appointments were APPROVED:</p> <ul style="list-style-type: none"> • The re-appointment of Dan Knight for a further three year term 04/03/23 to 03/03/26 • To appoint Richard Williamson to the Estate Committee in view of his skills and expertise. <p>Chair of Corporation It was AGREED to extend the term of office of the Chair of Corporation on an annual basis, as it was agreed that consistency was required during the current financial challenges and whilst the recommendation of the FEC was awaited.</p> <p>Code of Good Governance for English Colleges: The Corporation AGREED to adopt the revised AoC Code of Good Governance for English Colleges, noting that a further, more wide ranging review would be undertaken by the AoC.</p>	
16.	<p>RISK MANAGEMENT: ENTRIES FOR THE REGISTER</p> <p>The Corporate Risk Register was NOTED with no further amendments considered necessary following the meeting.</p>	
17.	<p>ANY OTHER BUSINESS</p> <p>The following items of further business NOTED:</p> <ul style="list-style-type: none"> • The Clerk reminded all governors of the tree planting in memory of Richard Bourne. 	
18.	<p>2022/23 MEETINGS:</p> <p>The following meeting dates for 2022/23 were NOTED:</p> <ul style="list-style-type: none"> • 28 March 2023 • 9 May 2023 • 11 July 2023 	
19.	<p>CONFIDENTIAL ITEMS</p> <p><i>Senior Post holders, Staff and Student Members left the meeting for the next</i></p>	

	<p><i>item. The Corporation AGREED that the Principal and Clerk should remain in the meeting.</i></p> <p>The Strictly Confidential Corporation minutes of 6 December 2022 were APPROVED.</p> <p>The Strictly Confidential Minutes of the GRS Committee held on 24 January 2023 were NOTED.</p>	
	<p><i>The meeting closed at 6.30pm with no further business.</i></p>	

APPROVED: 28 March 2023