

## CORPORATION BOARD

Minutes of the meeting held on 6<sup>th</sup> November 2018, Board Room, Silbury 17:00 to 19:00

Board Members	Attendance 2018/19	Present at this meeting
Dotun Adeoye	1 of 2	
Rebecca Carrington	2 of 2	Rebecca Carrington
Peter Cox	0 of 2	
Jane Drew	2 of 2	Jane Drew
Jean Gowin	1 of 2	Jean Gowin
Millie Hughes	1 of 1	Millie Hughes
Louise James	1 of 2	Louise James
Liz Marr	1 of 2	Liz Marr
David Meadowcroft	2 of 2	David Meadowcroft
Julie Mills	2 of 2	Julie Mills
Stephen Norrish	2 of 2	Stephen Norrish
Ruby Parmar	2 of 2	Ruby Parmar
Charlynn Pullen	2 of 2	Charlynn Pullen
Gwynneth Tan	2 of 2	Gwynneth Tan
Silvia Vitiello	2 of 2	Silvia Vitiello
Giles Mullins (resigned 3.10.18)	1 of 1	
Attendance % this meeting	87%	13 / 15
Attendance % year to date	80%	24 / 30

In attendance: Karen Brown, Chris McLean, Jeremy Wilsdon (in part)

### Welcome and Procedural

1.1 Apologies had been received from Dotun Adeoye and Peter Cox.

### 1.2 Declarations of Interest

Rebecca Carrington is owner / Principal of Arts1.

### 1.3 Check-In

With reference to the Single Equality Scheme, governors made suggestions on how they could assist the College in delivering the 2018/19 priorities.

### Governor Development

#### 2.1 Equality and Diversity (EDI) and the Single Equality Scheme 2018/19

This was a governor development item and Jeremy Wilsdon referred the Board to Paper 7.

Jeremy assured the Board that the College is meeting all its responsibilities.

Key areas of discussion included:

- Progress against 17/18 Priorities:
  - Leaders in Diversity accreditation was achieved (which is external validation for the Board) and the Gender Pay Report demonstrated that the College pay gap was 7 percentage points ahead of the national median.
  - The gap between 16-18 year old female / male achievement (Grade 4+ English GCSE) improved from 7.1% to 2.6%.

*Silvia Vitiello arrived at 17:20*

- 2018 Significant achievement gaps:
  - Free Meals: the achievement rate for female students eligible for free meals was 8.4% below the total cohort.
  - BAME: (vocational) the achievement rate for the white British female cohort was 4.1% below the BAME cohort.
  - BAME: (E&M) the achievement rate for the white British female cohort was 9.3% below the BAME cohort.
  - Retention has been identified as the issue and quality improvement actions are in place in Care and Hair & Beauty.
- Priority themes for 2018/19
  - Participation of women in STEM subjects
  - Engagement of Black and Minority Ethnic students with apprenticeships
  - Performance of white, working class, students

Governors asked questions:

- ***Why are female students under achieving against male students?***

The gap is mainly in Care and Hair & Beauty. It is a similar cohort to last year but the achievement gap has widened due to lower retention (i.e. those that stay mostly achieve).

The retention issues in Care were discussed at the CQG meeting; early support is essential.

- ***How are staff using the new reports?***

The reports have filters to enable the HoS to analyse specific themes e.g. attendance. The reports will enable in-year issues to be identified sooner so that action is taken.

- ***What can teachers do to support students?***

When teachers know their students they can more confidently refer them to a specialist area of the College for support e.g. to the Re-engagement Team.

Arts and Care Professions experienced a similar number of mental health issues with students last year, but Arts was better at retaining students.

*Jeremy was thanked for attending and left the meeting.*

***The Board received the update on Equality & Diversity and offered support for the 2018/19 SES priorities***

### 2.2 Principal's Report (*previously circulated as Paper 1*)

Julie Mills referred to her report and gave an update on developments since the report was published.

#### Property Strategy

Minuted as confidential

#### **The Board:**

- **received the Principal's Report**
- **endorsed the Executive's recommendation relating to the property strategy**

### 2.3 Student Experience / Achievement (*previously circulated as Paper 2*)

#### a) Analysis of 17/18 achievement rates

- English & Maths Achievement
  - E&M GCSE achievement is down 5 percentage points compared to 16/17. On the advice of auditors, students who did not achieve, but are continuing, have been processed as a fail, which was not the case last year. Notwithstanding this, achievement is still 8 and 3 percentage points respectively above the sector pass rates (national rates are not yet available).
  - E&M Functional Skills achievement has improved by 14 and 8 percentage points respectively
  - The College can demonstrate value added:
    - Based on the number of students with English A\* to C on entry, the College was ranked 187<sup>th</sup> out of 245 compared to 80<sup>th</sup> out of 241 on exit
    - Based on the number of students with Maths A\* to C on entry, the College was ranked 197<sup>th</sup> out of 245 compared to 103<sup>rd</sup> out of 241 on exit
- Vocational Achievement
  - Overall achievement (90%) has improved by 1 percentage point and is 1 percentage point above the most recent national rates.
  - Adult achievement (94%) has improved by 2 percentage points and is 4 percentage points above the most recent national rates.<sup>1</sup> Business was the lowest performing area.
  - 16-18 achievement (85%) has improved by 1 percentage point and is 1 percentage point above the most recent national rates. Care and Academic Studies were the lowest performing areas.

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<sup>1</sup> This is an improved position to that which was reported at the meeting. A revised KPI will be recommended at the next CQG meeting.

- Retention (which is significantly below the sector), in part caused by poor progression and poor recruitment decisions, contributed to low achievement. Entry criteria has been tightened for 2018/19. Also, adults (generally aged 19-21) on Study Programmes is an area of focus.
- Male retention is better than female retention.
- Apprenticeships
  - Apprenticeships achievement is outstanding and over 14 percentage points above the latest national rates.
- Higher Education
  - Achievement has improved overall by 3 percentage points (80 leavers).

#### **b) Final SAR grades 17/18 (by School)**

- All Schools are self-assessed to be good or better except Engineering, Built Environment and the Care Professions.
- Four areas are self-assessed to be outstanding: Adult English & Maths, Inclusive Learning, Distance Learning and Teacher Education.

#### **c) Academic KPIs**

- Paper 2 reports actuals against the KPIs and proposes the targets for 2018/19.

Governors asked questions:

- ***Is it appropriate to benchmark English and Maths achievement against all providers? Is Milton Keynes representative?***

Yes – this is how Ofsted would benchmark.

- ***What lessons have been learned?***

To maintain robust progression and recruitment criteria. Action has already been taken.

The Chair of the CQG added that the analysis had been reviewed in detail at the last meeting.

#### ***The Board:***

- ***Noted the 2017/18 academic performance and progress against KPIs***
- ***Approved the academic KPIs for 2018/19***

## **2.4 Financial Health 2018/19 (previously circulated as Confidential Paper 3)**

Minuted as Confidential

## Governance and Compliance

### 1.1 Curriculum & Quality Group (CQG) 22<sup>nd</sup> October 2018 (*previously circulated as Paper 4*)

The Chair of the CQG referred governors to Paper 4. Performance issues had been reviewed in more detail at the meeting and the HoS and DHoS for Care and Access had presented the School's quality improvement actions. The Group had some concerns and asked the HoS and DHoS to return later in the year to report on progress.

***The Board noted the report***

### 3.2 Property Development Monitoring Group (PDMG) 25<sup>th</sup> October 2018 (*previously circulated as Paper 5*)

A member of the PDMG referred governors to Paper 5 and the discussion at 2.2 above.

***The Board noted the report***

### 3.3 Items for the next meeting (12<sup>th</sup> December)

The Board agreed the agenda items for the next meeting:

- Student Achievement / Experience:
  - College SAR 17/18 and 2018/19 QIP
  - 2018/19 progress against KPIs / Term 1 performance
  - Curriculum Plan 2019/20
  - Local skills gaps / developing the curriculum to meet local needs and marketing strategies to support the 2018/19 curriculum plan
- Financial Health:
  - Financial performance YTD
  - Staff Pay recommendation
  - Approval of sub-contractors for 18/19
- Staff KPIs 18/19
- OLASS / Prison Education Framework
- Financial Statements 2017/18
- Risk Register
- Reports from A&R, S&G, FTFG, PDMG, CQG

Governors were reminded to send any further suggestions for the agenda to the Head of Governance.

## Consent Items

The following items were approved by consent / without discussion:

- 4.1 ***Minutes of the Board Meeting held on 3<sup>rd</sup> October 2018 (previously circulated as Paper 6.1 and Confidential 6.2)***
- 4.2 ***Equality & Diversity Single Equality Scheme – Review of 2017/18 progress and 2018/19 priorities (previously circulated as Paper 7)***
- 4.3 ***Quality Strategy (previously circulated as Paper 8)***

**NEXT MEETING 12<sup>th</sup> December 2018 at 5pm**