

ADDITIONAL MEETING OF THE FULL CORPORATION OF FAREHAM COLLEGE

Boardroom, Bishopsfield Road, Fareham PO14 INH

18 October 2022

MINUTES

Present: Kevin Briscoe (Chair) Emma Champion
Frances Butler Simon Harris
Ian Harris Mark Hoban
Andrew Kaye (Principal) Paul Marchbank
Cameron MacColl (Student Governor)
Tanya Richardson Karen Shreves
Beatrice Villanueva (Student Governor)

In attendance: Christian Allen-Kotze (Deputy Principal Curriculum, Quality, and Innovation)
Richard Bryant (Deputy Principal Finance & Resources)
Georgina Flood (Head of Governance)
Anoushka Ottley (Managing Director, Business & Partnerships)

This meeting was preceded by a deep dive session on headlines from the College Self-Assessment presented by Deputy Principal Curriculum, Quality and Innovation Christian Allen-Kotze. The presentation will be made available to members via the Governance Portal.

Q. Do we think cost of living crisis is having an impact on attendance?

A. DPCQI (Deputy Principal Curriculum, Quality, and Innovation) confirmed that whilst we don't have the evidence to support this view, there's a clear feeling that this is absolutely having an impact. There's likely increased pressure in some households to seek employment over full time education.

Q. Is it worth investigating access to local charities e.g., Earl of Southampton or William Price trust that might be able to provide hardship funds.

A. DPCQI agreed that these have been utilised historically and could be re-engaged.

Q. Have stakeholders contributed to the assessment we have made of our delivery of the skills need? If not, would this be worth considering in future years?

A. DPCQI confirmed this was self-assessment to date but agreed this would be valuable. The Principal commented that there are peer reviews as part of the DSAR (department SAR (Self-Assessment Report)), but we could go further and invite an employer to participate, or even use (as would Ofsted) a short questionnaire or similar.

19/22 Item 1: Declaration of Interests

Apologies for absence were received from Collins Ntim, Louise Fowler, Karen Woods, and new Student Governors Nate Pearce and Methasit Hannahsaeng. New Student Governors introduced themselves to the Corporation and were encouraged to provide their feedback and enjoy a full role on the Board.

41/22 Item 1: Apologies for absence

Members were reminded of the need to declare any personal or financial interest in any items of business to be considered during the meeting.

42/22 Item 3i: Minutes of the meeting held on 6 June 2022.

The Corporation reviewed and agreed that the minutes of the extraordinary meeting held on the 6 June 2022

were a true and accurate record.

43/22 Item 3ii: Minutes of the meeting held on 4 July 2022

GF noted a typo in the numbering towards the end of the minutes. Ian Harris noted his absence from the attendance list of this meeting. Subject to these amendments, the Corporation reviewed and agreed that the minutes of the meeting held on the 4 July 2022 were a true and accurate record.

44/22 Item 3iii: Confidential Minutes of the meeting held on 4 July 2022

As above, Ian Harris noted his absence from the attendance list of the meeting. Subject to this amendment, the Corporation reviewed and agreed that the confidential minutes of the meeting held on the 4 July 2022 were a true and accurate record.

45/22 Item 3iv: Decisions made between meetings for ratification

Members ratified the written resolution relating to the agreement to enter formal merger discussions with City College Southampton and Eastleigh College.

46/22 Item 4: Update from the Chair of the Corporation/Items of Focus

The Chair provided a precis of work completed this term including several meetings and discussions around merger, the HE (Higher Education) Graduation Ceremony, Governor's involvement in the departmental self-assessment (DSAR), as well as the Governor's breakfast held last week. Members were encouraged to utilise their Link Governor role and visit the College in person wherever possible. In terms of this meeting agenda, Members were encouraged to fully review the targets and measures within the KPI's to be confident these will help us successfully navigate the strategic plan.

47/22 Item 5i: Principal's Autumn Term report.

The Principal provided an overview of his report commenting on sector issues, local and national perspective as well as headline College Performance.

Members were briefed on the considerable number of political changes and the impact of the economic climate as an acute concern. Members noted that merger is increasingly a priority for us as an opportunity to secure funding to ensure the longer-term survival of the College.

48/22 Item 5ii: Strategic Plan 2022-26

The Principal provided an overview of work to date on Strategic Planning including the session with Shirley Collier in May. Members were reminded that there was an outstanding piece of work around the completion of the College's defined purpose, best expressed as the Colleges 'reason for being.' A suggested statement has been included in the paper, but other suggestions are welcomed.

Members discussed the purpose statement 'to care about our student's futures.' A member suggested they felt that the statement could be stronger - perhaps the addition of something around student careers and potential. E.g., helping students to meet their potential. All agreed a student centric message was positive and should be retained as our USP.

A member suggested that a focus on the finances and the requirement to maintain financial viability needed to be addressed more obviously within the plan. E.g., page 11 diagram of strategic priorities. The Principal noted

he felt on reflection priority 2 'meeting employers skills needs' and 3 'providing a high-quality inclusive curriculum to meet local need' could be combined. In doing this, space for a strategic priority around financial stability could be made. All agreed.

A member noted that a recent discussion in their workplace had raised contention with the use of DNA and how it may be considered less inclusive. On discussion, members agreed to return to the use of the term 'culture' and values.

The Principal confirmed the suggested changes by Governors as;

- To expand the current student centric cultural purpose to include reference to future or potential
- To remove reference to DNA and return to the use of 'culture'
- To re-align statements (02/03) into one, make an addition priority relating to financial stability

All agreed to re-review and provide final sign off at the next Corporation meeting in December.

ACTION: Principal to make suggested changes to the Strategic Plan and return to December Corporation for approval.

49/22 Item 5iii: Key Performance Indicators - set for 2022-23

The Principal provided an overview for this KPI (Key Performance Indicator) report asking members to note the intention to separate out the Strategic Priorities and Quality Improvement plan. The KPI's will be based in the Strategic Plan delivering a high-level document that provides assurance of delivery against the strategic plan. The QIP (Quality Improvement Plan) will return to being reported at the TSCQ (Teaching, Students, Curriculum & Quality) Committee only. Members were asked for their feedback on the suggested measures and targets for the strategic planning KPI's.

A member commented that it was felt separating out the strategic priorities was helpful and enables the Board to better track our progression against the strategy and then either review or change tactics/course if needed. Another member echoed moving to Strategic Priorities was a better use of Corporation time with appropriate delegation of the SAR to the TSCQ Committee.

Members reviewed and approved the Strategic KPI's and associated targets for 2022-23

50/22 Item 05iv: Enrolment process 2021-22 and early outcomes for 2020-21

The Deputy Principal Curriculum, Quality and Innovation Christian Allen-Kotze provided a presentation providing an overview of the enrolment process to date, as well as indication of outcomes for last academic year. This presentation will be made available via the Governors portal.

Members discussed the variety of courses available and the fact that despite significant marketing effort there is still work to be done in convincing students (and importantly parents) of T levels as a viable option. What opportunities are there that we can use to increase awareness and take-up?

The Principal agreed that there has always been an issue with large numbers of students leaving the local area to seek A levels in e.g., Barton Peveril. DPCQI noted the College has heavy school liaison, and the outreach programme is focused on accessing students as much and as early as possible. Members were informed that the open evenings have been highly successful with the opportunity to see facilities as a key.

Members discussed the fact it could be more appealing to articulate opportunities over qualifications. One member suggested the phrase A for academic and T for technical noting a recent poster with an image of Glastonbury main stage with the slogan 'fancy this as your workplace' was an interesting and potentially more engaging way to sell a non-academic route to students. All agreed that a focus on selling destinations and careers over qualifications could be helpful. A member suggested that the link with employers and the potential for genuine opportunities was also an important selling point.

Student Governors provided feedback on their access to career information and further education opportunities whilst still at school. Both noted it was limited (apart from their own research) and there was still a widely held assumption (especially from schools with 6th forms) that students follow an A 'level to university route. Both agreed they had received more information about apprenticeships and wider opportunities since joining College.

Q. A member queried the value (to the College) of an apprenticeship of versus and adult learner loan?

A. MDBP (Managing Director Business Plus) confirmed that a learner loan is c.4k per year. Apprenticeships can vary dramatically depending on what standard they adhere to - anything from £4k for one year to 27k for a 4-year course. E.g., Nail tech course is 20 weeks and can be run more than once in the academic year. MDBP confirmed an increase in apprenticeship over learner loan was not necessarily as disadvantage.

The Corporation noted the report.

51/22 Item 6i: Financial Overview including Business Plus update

Due to the confidential nature of this discussion this item is subject to alternative minute.

The Corporation noted the report.

52/22 Item 6ii: Capital Projects

The DPF&R introduced this report providing an overview of the current capital projects underway, their progress and related budgets. Members were also provided with a review of capital spend to date against budget.

The Corporation noted the report.

53/22 Item 6iii: Statutory Accounts update for 2021-22 and 2020-21

The DPF&R introduced this report providing members with an overview of the result of the ESFA Funding Audit in November 2021.

Due to the confidential nature of this discussion this item is subject to alternative minute.

The Corporation noted the report.

54/22 Item 7: AOB

There were no additional items of business and the Corporation meeting ended at 18.51.