



MEETING OF THE HSDC CORPORATION
WEDNESDAY 29th MARCH 2023
SOUTH DOWNS CAMPUS & REMOTE ACCESS VIA MICROSOFT TEAMS

M I N U T E S

Present:

Matt Atkinson
 Xin Austin
 Mike Bateman
 Simon Claridge
 Zach Cooksey (Student Governor) (remote)
 Clive Dobbin (Chair)
 Lucy Flannery
 Grant Gallacher (remote)
 Mike Gaston (Principal)
 Lorna Hayes
 Romy Jones (remote)
 Elspeth Mackeggie Gurney
 Mark Nicolson
 Kamlesh Pandya
 Karolina Simonva (Student Governor)
 Tony Wright (Vice-Chair)

In attendance:

Dominic Asater – DP Finance & Facilities (Remote)
 Richard Barlow – DP Curriculum
 Leona Berry – VP OD&P
 Jackie Eayrs – Clerk to the Corporation

Total Membership	18
Total vacancies	0
Total possible attendance	18
Quorum:	8
Total Present:	16 - meeting quorate (89% attendance no vacancies)

It was noted that items on the agenda preceded by * would be taken as read and not discussed at the meeting unless a member wished to raise a point under a starred item.

Minute Number	Minute	Action
HSDC CORP 01/23	<p>Board Briefing: Estates Strategy Progress Update – Members of the Board received a presentation from Richard Barlow, Deputy Principal Curriculum on Enhanced Inspections. The presentation slides used are an Appendix to these minutes.</p> <p>The Vice-Chair had attended a webinar on ‘Meeting Local Skills Needs’ and he provided a verbal briefing on the discussions and key points.</p>	
HSDC CORP 02/23	<p>Apologies for Absence & Welcome – All members present were welcomed to the meeting. Apologies for absence were received and accepted from Summer Adams-Madgwick, Stella Charman, Lydia Morrison and Michael Thornton.</p> <p>The Chair extended thanks to the Student Governors, Zach Cooksey and Karolina Simonova, for their contribution during their time on the Board. He wished them both well for their forthcoming exams and for their future endeavours.</p> <p>The Vice-Chair, Tony Wright (TW), provided an update on Ian Gibson’s current health condition. He, regrettably, advised members that Ian was not well at all. He was waiting to be admitted to a hospital in London due to a seriously leaky heart valve. He did not anticipate any communications from Ian for some time. Members of the Board requested that best wishes be passed on to Ian and his family.</p>	

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HSDC CORP 03/23	Declarations of Interest - No member declared any conflict of interest with any item on the Agenda which had not previously been declared.	
HSDC CORP 04/23	Minutes and Matters Arising from Previous Meetings: (i) Minutes of the meeting of the HSDC Corporation held on the 14th December 2022 – The minutes of the meeting held on the 14 th December 2022 were agreed as a true and accurate record and were signed by the Chair. (ii) Matters arising from the minutes of the meeting of the HSDC Corporation held on the 14th December 2022 – Members noted that all actions had either been completed or were not yet due. (iii) Strictly confidential minutes of the meeting of the HSDC Corporation held on the 14th December 2023 – The strictly confidential minutes of the meeting of the HSDC Corporation held on the 14 th December 2022 were agreed as a true and accurate record and were signed by the Chair. Members noted that there were no matters arising from them.	
HSDC CORP 05/23	Correspondence: (i) FECTF (Further Education Capital Transformation Fund) – The Principal was delighted to be able to inform members that the College had been notified that it had been allocated the 2 nd highest amount nationally and would receive £11.6m capital funds from the FECTF. This would be paid in two parts and the methodology had been based on a weighting of learner numbers in 21/22 and the condition of our estate. It was noted that the ESG would review the options and bring a project plan to the Board in due course. Members of the Board noted the current position.	Action: ESG
HSDC CORP 06/23	Chief Executive Reporting – Principal's Termly Report: Members of the Board had received the Principal's Termly report which informed the Board of general College developments, issues, initiatives and external influences. The Principal stated that the College was presently reflecting on how it continued to respond to the plethora of government initiatives. All colleges continued to receive 'persuasive nudges' to focus on how their curriculum offer met local and regional skills needs and how future capital investment would be awarded to those who were perceived to be best placed to do so. He went on to say that, with Accountability agreements, potential devolution deals and debates on the defunding of provision, it was crucial to steer a way through that ensured continued focus on meeting student needs at all levels. In presenting the paper, he drew the following to members' attention: <ul style="list-style-type: none"> • Tribunal – The Principal provided members with an update on the significant negative press which had been received as a result of this case. He had concluded that it would not be sensible to enter into discussions in public forums but would continue to seek legal advice on the matter, particularly around new unqualified statements. • SDF Projects – Members were advised that Wave 1 of the SDF projects came to a close in December 2022 with a possible win being greater collaboration between colleges. HSDC continued to be engaged in a number of projects in Wave 2 and were taking the lead in digital. • Solent Freeport – Dunsbury Hill remained a key site. The City of Portsmouth (CoP) College and other private providers would be at the same table and, again, HSDC were being nudged to collaborate to deliver to the skills agenda. The Principal highlighted the fact that the main challenge to this was the fact that colleges are funded per student and would compete to maximise market share. • Qualification Reform – The Principal advised members that there was currently considerable debate regarding the defunding of BTEC qualifications and of the need for lobbying government. He went on to say that there was opinion from both SFCs and GFEs about the negative impact on students attaining Level 2 grades, where neither A Level or T Level were suitable progression. 	

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	<ul style="list-style-type: none"> • Mixed Programmes – The Principal advised that, in addition to the qualification reform, there was also a whole debate about mixed programmes. He went on to say that, post pandemic, some learners were struggling with a traditional 3 A Level programme and wished to undertake a mixed programme. Anecdotal evidence seemed to indicate that applicants may be preferring the offer at the CoP College that allowed such mixed programmes as many SFCs did too. He added that the College would continue to conduct further analysis and review the HSDC offer to strive to genuinely meet the student need. Governors questioned the curriculum route for those students who achieved GCSE Grade 4 and 5. The Principal questioned what was happening in schools to increase student outcomes. A 3-year programme would be required to get students to the required level to take A Levels or T Levels if they only achieved 5 GCSE grade 4s. Governors acknowledged that there was no curriculum route for a large chunk of students. • Trade Dispute – The Principal advised members that there had been a meeting the day before for the Unions to feedback their latest demands. UCU were seeking a 15% pay award for next year which just wasn't affordable. He acknowledged that the College was falling behind compared to Sixth Form Colleges, particularly given they would be offering between 5% - 8%. This was simply not affordable as a GFE. In addition, HSDC Unions were seeking further unconsolidated pay but the College would drop into 'Requires Improvement' financial health grade if that were agreed. The Unions were looking to take further strike action after Easter which was damaging. He added that HSDC was the only GFE in the region going through strike action which didn't help in terms of recruitment or in terms of student exams, with colleagues having to cover their work. He concluded by saying that there had been nothing in the Spring Budget that could be used for pay. • T Level Delays – The Principal advised members of the delays announced by the DfE in the delivery of Animal Care and Catering T Levels. He emphasised the fact that the Catering T Level delay was open-ended. As a result of the announcement, the College had lost prospective students. • AoC Code of Good Governance – The Principal advised members that the AoC Code of Good Governance was being reviewed by a working group established by the National Chairs' Council (NCC) with representatives from the Council, governance professionals from across the county and the AoC. The new draft Code proposes six governance principles instead of 10, which could be applied generically to all FE institutions and the Group are keen that is shorter (currently 32 pages). The NCC are consulting widely and the consultation process will run for 4 weeks commencing the 6th March until 6th April 2023. • Accountability Agreement – The Principal highlighted the fact that the Accountability Agreement needed to be considered and agreed by 31st May 2023. This would be a key item on the programme for the Governors' Conference in the middle of May. • Green Paper Consultation – The Government published the SEND and Alternative Provision green paper in March 2022. The green paper set out proposals for a system that offered children and young people the opportunity to thrive, with access to the right support, in the right place and at the right time, so that they could fulfil their potential and lead happy, healthy and productive adult lives. The Principal advised members that there was a general view that the provisions did not go as far as the sector had wanted them to but the College would wait to see the impact of that. • CEO Sleep-Out Portsmouth – The Principal advised members that he would be sleeping out under the stars in Fratton on the 27th April to raise awareness and funding for a number of charities including Crisis. <p>Members of the Board reviewed and noted the contents of the Principal's Spring Term Report.</p>	

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HSDC CORP 07/23	<p>Chief Executive Reporting: Progress Review of Strategic Measures 2022/2023:</p> <p>Members of the Board received the progress update for the 2022/2023 Strategic Measures which had also been reviewed by each relevant committee of the Board. The Principal invited questions and the following issues were raised:</p> <ul style="list-style-type: none"> • Attendance target – Members questioned why the attendance target for 22/23 had been set lower than the attendance target achieved in 21/22. The Principal responded by saying that this was most likely due to English and Maths. He agreed that the target should be changed to 89% which was the strategic target. • Employee Net Promoter Score (eNPS) – Members queried the significant detractors, how big an issue they were and how it impacted on Drive25 going forward. The VP OD&P responded by saying that People Services were meeting with these individuals and listening to them to understand why they had given a low score and to work with them to make changes to improve their experience. • Destinations – Governors referred to p30 and questioned staff making phone calls for an hour rate. The VP OD&P explained that the volume of work in terms of destination data was a challenge. Staff were willing to make those calls outside of working hours to collect that information for an hourly rate. • English and Maths – Governors referred to the GCSE prediction of 24.6%. This equated to only 1 in 4 students would pass. Governors queried what the 3 students who had failed would do next year. The Principal responded by saying that they would most likely move to a Functional Skills qualification if they were still studying at the College. He went on to say that the National Average was so low and this area continued to be a massive challenge, particularly if the students had failed a number of times. The College was currently putting in place a number of strategies to seek to improve that outcome. Governors acknowledged that initiatives and plans reported at CQL Committee meeting were good and Governors had confidence going forward that this area would improve. Governors questioned whether, as such a critical issue, there was enough resource being invested in this area. <p>Members of the Board reviewed the progress of the 2022/2023 strategic measures which had been achieved and noted the current position.</p>	Action: ELT
HSDC CORP 08/23	<p>HSDC Top Ten Risks:</p> <p>Members of the Board received the top ten risks facing the College.</p> <p>The Principal drew members' attention to the two net 'red' risks which related to:</p> <ul style="list-style-type: none"> • Risk 2: Mental ill health will adversely affect staff health and wellbeing and motivation impacting on the service delivery to students – Members noted that mental health was a particular focus of support from the People Services Team. A wellbeing questionnaire had been developed based around the HSE stress standards to support the early discussions around mental health. In addition, manager training had been implemented and was ongoing. • Risk 6: Timely actions are not implemented having been raised on the Safeguarding Action Plan – Members were reminded that the Hampshire Safeguarding Audit was completed annually which fed into the Safeguarding Action Plan and Prevent Risk Register. The 21/22 Safeguarding Audit led to actions around staff training which have been addressed with a new training module for all staff. <p>Members reviewed and noted the contents of the paper.</p>	
HSDC CORP 09/23	<p>Termly Report of the Student Committee:</p> <p>Members of the Board received the Termly Report of the Student Committee from the meeting held on the 13th March 2023. The Vice-Chair of the Committee, Mike Bateman, spoke to the report and drew members' attention to the following key issues:</p> <ul style="list-style-type: none"> • The Spring term meeting is a transition meeting with newly elected SU Officers joining and those that have served being thanked for their contributions. • There had been continuing difficulties getting active engagement from the South Downs campus. The external agency, Unloc, would be working with the SDC student 	

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	<p>body to increase engagement and it was anticipated that, early next term, SU officers would be elected.</p> <ul style="list-style-type: none"> The Committee had reviewed 2 main reports, Student Progress Update and Student Voice. It was evident that the Student Progress team were under a great deal of pressure and had an enormous workload to deal with. Various options were being explored to seek to address that workload. Counselling Services – Face-to-face counselling had a 3-week waiting list at SDC with counselling at both Alton and Havant now full for the academic year. The College was prioritising those students that had experienced trauma and were referring students to Kooth or a GP for i-talk. The SU Officers had provided useful feedback during the meeting which had been good to hear. In particular, whether BoT Policy was being used appropriately as a support mechanism or as a threat/punishment. As a result, this would be further explored. <p>Members of the Board noted the Termly Report of the Student Committee. Sincere thanks were extended to the Head of Student Progress and her team for the hard work they were doing in supporting HSDC students.</p>	
HSDC CORP 10/23	<p>Termly Report of the Curriculum, Quality & Learning Committee:</p> <p>Members of the Board received the Termly Report of the CQL Committee from the meeting held on the 6th March 2023. The Vice-Chair of the Committee, Lucy Flannery (LF), spoke to the report and drew members' attention to the following issues:</p> <ul style="list-style-type: none"> English and Maths – Members had received a good presentation on English and Maths which provided Governors with a lot of confidence in respect of plans for the 23/24 year. A lot of excellent initiatives had been outlined and the Committee had endorsed the work which had taken place to secure improvements in this area. It was noted that the position would continue to be monitored and a further update had been requested for the June 2023 meeting. Lesson Visits – LF advised members that the new Lesson Visit Policy seemed to be paying dividends, particularly in terms of staff morale and engagement in the process. However, the Committee had raised some concerns about the potential for under-performing individuals to 'slip through the net' but assurance was provided that under-performance would be captured. The impact on teaching and learning would not be known until the end of the year. <p>Members commented that, although English and Maths outcomes were above the National Benchmarks, they were so low, it wouldn't be appropriate to take credit. This area remained a work in progress and it was hoped all the planned initiatives for next year would secure further improvement. The Principal added that this remained an in-year area of focus and there wasn't one 'silver bullet' that would solve all the issues. The Staff Governor added that, on learning walks within English and Maths he had seen very good, interesting, fun and engaging lessons. He suggested that, perhaps some of the £11.6m capital fund received could be used to make the Maths classrooms more attractive and welcoming.</p> <p>Members of the Board reviewed and noted the contents of the report.</p>	
HSDC CORP 11/23	<p>Termly Report of the Audit Committee:</p> <p>Members of the Board received the Termly Report of the Audit Committee from the meeting held on the 9th March 2023. The Vice-Chair of the Committee, Xin Austin, spoke to the report and drew the following key issues to members' attention:</p> <ul style="list-style-type: none"> Cyber Essentials Plus – The Committee acknowledged that the enhanced Cyber Essentials Plus re-accreditation brought into question whether the College's current strategy of achieving ISO 27001 was necessary as there was a significant resource implication to achieve it and it was not a requirement of funding. Director of IT Services – The Committee had acknowledged that a new Director of IT Services was in post and building his knowledge of the College's infrastructure. 	

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	<ul style="list-style-type: none"> • Internal Audit: Tender Evaluation and Recommendation Report – All 3 firms that had responded to the tender invitation were very close in scoring (pricing and quality) and, as a result, it had been very difficult to take a decision based on this outcome. It was agreed that the DP F&F would undertake further work to assess the audit tender firms and a recommendation would be made at the Audit Committee meeting in June 2023. • External Audit – Bishop Fleming had been appointed in December 2021. The Committee had reviewed the performance the External Auditor which had been excellent and staff who had engaged with them had been very complimentary about how they had performed and how they'd challenged. The Audit Committee agreed to formally recommend to the full Corporation the re-appointment of Bishop Fleming as the Regularity and Financial Statements Audit Service Provider for the 22/23 year (the year ending 31st July 2023), subject to approach and fees. <p>Members of the Board reviewed the contents of the report and noted the issues which had been discussed by the Audit Committee at its meeting on the 9th March 2023 and formally approved the re-appointment of Bishop Fleming as the Regularity and Financial Statements Audit Service Provider for the 22/23 year (the year ending 31st July 2023).</p>	
HSDC CORP 12/23	<p>Termly Report of the Finance & Estates Committee:</p> <p>Members of the Board received the Termly Report of the F&E Committee from the meeting held on the 16th March 2023. The Chair of the Committee, Elspeth Mackeggie Gurney (EMG) stated that there were so many 'unknowns' at the Spring term meeting of the Committee, it was hoped the position would be clearer by June 2023 when the Committee would meet to consider the final draft of the Budget 23/24.</p> <p>She drew members' attention to the following:</p> <ul style="list-style-type: none"> • Management Accounts (January 2023) – There were no 'red flags' in respect of the January 2023 Management Accounts. The College was on target to achieve Budget with the exception of the additional pay award approved by the Board in September 2022. February 2023 Accounts had been provided in the Corporation paper pack. • Indicative Budget 23/24 – The Indicative Budget had been considered on a very draft basis. There were a number of 'red flags' related to staff pay and student recruitment numbers but the Committee had endorsed the broad assumptions being used to develop the 23/24 Budget, although it had been acknowledged that there was more work to be done. • Nurseries – This was an ongoing piece of work and actions were in train to seek to improve the financial position of the nurseries. The future of nurseries was under consideration. • T Level Delay – The Committee had expressed its disappointment at the DfE announcement that the T Levels would be delayed, particularly in terms of finance, reputation, to the College and the new qualification, and the 'knock-on' affect of this decision. • Environmental Sustainability – The DP F&F had been commended for the progress which had been achieved in taking this important agenda forward with very little resource. <p>Members of the Board reviewed the contents of the paper and noted the issues which had been discussed at the F&E Committee meeting as outlined in the report.</p>	
HSDC CORP 13/23	<p>Management Accounts for the period ended 28th February 2023:</p> <p>Members of the Board had received the Management Accounts for February 2023 for consideration and review. The DP F&F (DA) drew the following key points to members' attention:</p> <ul style="list-style-type: none"> • In 2022/2023, HSDC budgeted to deliver a £183k surplus and an Education adjusted EBITDA surplus of £1.984m. 	

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	<ul style="list-style-type: none"> At 28th February 2023, the College was projecting it would out-turn the 2022/2023 financial year with a £303k deficit and a surplus EBITDA of £1.339m which was an adverse variance of £645k. This was largely as a result of the Board's decision to fund a pay award higher than budgeted for in September 2022 and a reduction in High Needs income streams. Income - The College was projecting a £78k adverse variance, mainly arising from a less than expected number of high needs students, offset by additional income from International Students (£88k). All other income targets were expected to be achieved. Financial Health – The College expected to out-turn as 'Good' financial health for 22/23. <p>Members reviewed the Period 7 Management Accounts (February 2023) and noted the current position.</p>	
HSDC CORP 14/23	<p>HSDC Indicative Budget Report 2023/2024:</p> <p>Members of the Board received a confidential paper on the HSDC Indicative Budget Report 2023/2024 for consideration and review. Due to the confidential nature of the contents of the report and the related discussions, this minute is recorded as a separate confidential minute of Governors only.</p>	
HSDC CORP 15/23	<p>Termly Report of the Estates Strategy Group:</p> <p>Members of the Board received the Report of the Estates Strategy Group from the meeting held on the 20th March 2023. The Chair, Simon Claridge (SC), spoke to the report and drew members' attention to the following key points:</p> <ul style="list-style-type: none"> Master Planning – Members were advised that PMc were working with the College to develop a master plan to help guide future investment and bidding opportunities across all 3 campuses. South Downs Summer Refurbishment (IoT) – Following the appointment of Mountjoy as the contractor for the IoT project, PMc had been working with them to agree contract terms and a final contract sum figure. SC advised members that it was envisaged this would be finalised over the next few weeks. South Downs Summer Refurbishment (T Levels) – PMc were in dialogue with Mountjoy to seek to reduce the contract sum as close to budget as possible. There had been an announcement by the DfE to defer delivery of the Animal Care T Level and, as a result, it had been recommended to delay that element of the project until 2024. In addition, the DfE had delayed the delivery of the Catering T Level beyond 2024 which meant that the College did not know when it would be launched. Alton Summer Refurbishment – PMc was in dialogue with Scape over the next few weeks to seek to test and agree VE in order to determine if an agreement as close to budget as possible could be achieved for these works. Havant Hockey Club – The College had proposed an option for HHC to purchase, freehold, the eastern part of the Havant site as this had been considered the least completes option and the easiest to resolve. HHC had written supporting the College's proposal and they were pressing ahead with a pre-application on that basis. It was agreed that discussions with HHC had progressed far enough for the College to seek an independent view on the value of the land based on the opportunity to sell for a 70-dwelling scheme. This would provide a marker for the College to consider a compromise value with HHC. <p>Members of the Board reviewed the contents of the report and noted the current position.</p>	
HSDC CORP 16/23	<p>Termly Report of the HR Committee:</p> <p>Members of the Board received the Termly Report of the HR Committee from the meeting which had been held on the 27th February 2023. The Chair, Lorna Hayes (LH), spoke to the report and drew the following key issues to members' attention:</p>	

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	<ul style="list-style-type: none"> • PDRs – LH highlighted the fact that the biggest issue arising from the meeting was related to PDRs and the fact that some staff had up to 60+ PDRs to complete because they managed such large groups of staff. She went on to say that this matter was in hand and solutions were being considered by the Principal and VP OD&P. • Workload Review – Workload amongst teaching staff remained a challenge and LH advised members that a workload review of the Curriculum Leadership had been completed to assess and understand key pressures. As a result, some initial work had been done on the leadership structure. • Staff Morale – Actions were in train by the People Services team to address staff morale. LB added that there was an increasing pressure on staff with mental health issues and the cost of living crisis and the team were doing all they could to support staff. A crisis pack was currently being developed which included information on where staff could go for support and sign-posted access to financial advice. <p>Members of the Board reviewed and noted the contents of the paper.</p>	
HSDC CORP 17/23	<p>Termly Report of the Search & Governance Committee:</p> <p>Members of the Board received the Termly Report of the Search and Governance Committee from the meeting which had been held on the 20th February 2023. The Chair, Tony Wright (TW), spoke to the report and outlined the key issues for Governors as follows:</p> <ul style="list-style-type: none"> • Membership Position – There were currently no vacancies. • Skills Audit – The Committee had considered the outcomes of the Skills Audit 2022/2023 and noted that all areas had improved compared to 21/22 and there were no issues of concern in members’ ability to fulfil the six key responsibilities of governance. • Succession Planning – The Committee had discussed succession planning arrangements for the current Chair, Clive Dobbin, who was due to complete his service to the Board in December 2023. The Committee had acknowledged the need to regularly refresh the membership of the Board with ‘new blood’ but Clive was considered to be an exceptionally experienced Governor and to lose his skills and expertise at a time of particular turmoil and challenge in the sector seemed absurd. In addition, other considerations were taken into account, such as strategic options, regional collaboration and forging relationships with other local colleges, the College’s own journey to ‘outstanding’ and the tenure of the Principal. As a result, the Committee had unanimously agreed to recommend the reappointment of Clive Dobbin for an exceptional third and final 3-year term of office effective from December 2023. • Student Governors – The Committee reviewed the ‘role share’ model adopted for a 12-month trial period in the Spring 2022. The Committee agreed that , generally, the 4-individual ‘role share’ model wasn’t a problem and the opportunity for students to support each other justified having that model in place. It was also acknowledged that the perspective of the current Student Governors on the new ‘role share’ model would be sought at the annual 1:1s with the Chair. It was noted that the arrangements for the Student Governors, the operation of the Student Parliament and support to the SU by Co-ordinators and Unloc was all part of a wider student voice issue, which was being reviewed and explored by the Student Voice Working Group. It was agreed that this piece of work should be allowed to conclude before any further consideration or actions were agreed. • Co-opted Member: Mark Carter – Members of the Committee agreed that Mark made a valuable contribution to the work of the F&E Committee and agreed to recommend that his term as a Co-opted Governor be extended for a further 12-month period from 1st May 2023 to 30th April 2024. • Committee Membership – The membership of all Corporation Committees was complete, with the exception of a 0.5 ‘role share’ vacancy following the resignation of Elle Knight, Student Governor, in December 2022. 	

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	<p>Members reviewed the contents of the paper and formally undertook the following:</p> <ul style="list-style-type: none"> • Noted the current membership position outlined in Appendix A to the paper. • Reviewed and noted the outcomes of the Skills Audit 2022/2023. • Approved the recommendation that Clive Dobbin be re-appointed to the Board for an exceptional third and final 3-year term of office from December 2023 to December 2026. • Approved the recommendation that Mark Carter's current term on the Finance & Estates Committee as a co-opted member be extended for a further 12-month period from 1st May 2023 to 30th April 2024 • Members approved the membership of Corporation Committees outlined in Appendix B to the report. • The Board agreed that the names of the nominees for Student Governor agreed at Student Parliament in April 2023, be circulated via email for Board endorsement. 	Action: Clerk
HSDC CORP 18/23	<p>Preparations for Governance Self-Assessment 22/23:</p> <p>Members of the Board received a paper on Preparations for the Governance/Board Self-Assessment for 2022/2023 which outlined the proposed arrangements for the self-assessment process for the current year.</p> <p>The Board had previously used a College questionnaire to evaluate its performance to facilitate the self-assessment process. The questionnaire had now been used for 3 years and the maximum benefits felt to be exhausted. The Clerk proposed to develop a 3-year self-assessment cycle whereby core elements were considered each year with a more detailed review of certain aspects in years 1 and 2 and the External Board Review, which was now a regulatory requirement, in year 3. This would significantly reduce the burden on Governors to complete a long questionnaire on all aspects of self-assessment every year, whilst allowing a 'deep dive' into certain elements on a 2-3 year rotational basis. It was proposed the questionnaire was completed electronically for ease and to improve analysis of the results. It was noted that the core and rotational aspects had been developed in line with the Code of Good Governance and the Education Inspection Framework, including an Enhanced Skills inspection element.</p> <p>The Clerk reminded members that, traditionally, the analysis from the questionnaires was presented at the May Governors' Conference. However, this year, the Conference agenda was heavily dominated by consideration of the Accountability Statement and estates strategy project consideration on the Saturday morning. Therefore, it was proposed that the questionnaire analysis be presented to the Search & Governance Committee with any actions to be agreed for recommendation to the Board at the 10th July meeting.</p> <p>Members of the Board formally approved the arrangements for the Board Self-Assessment process, the introduction of a 3-year cycle as outlined above, the use of a new electronic questionnaire and the action to be taken in preparation for it.</p>	Action: Clerk
HSDC CORP 19/23	<p>Termly Report on Governor Links - Members of the Board received and noted a report which outlined the governor activity during the Spring term 2023 and which included comments/feedback provided at the Student Focus Group meetings which had taken place on the 1st February 2023 and the 20th March 2023. In addition, the Vice-Chair had provided a summary of his observations at 12 mid-year QIP review sessions he had attended.</p> <p>In response to a learning walk feedback form, the Clerk asked members whether anyone had appropriate contacts in Wealth Management, as the College was seeking a teacher in this area.</p> <p>The Principal extended thanks to Governors for their involvement and engagement with the College.</p>	

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HSDC CORP 20/23	Date of next meeting – Members noted that the next meeting was scheduled to take place on Monday 10th July 2023 at 16.45 hrs. Members noted that the May Governors' Conference 2023 was scheduled to take place on Friday 12 th and Saturday 13 th May 2023 at the Solent Hotel, Whiteley, with further details to be circulated by the Clerk in due course.	Action: Clerk

There being no other business, the meeting closed at 19.10 hrs

Signed:

Date:.....