



MINUTES OF THE LINCOLN COLLEGE BOARD OF CORPORATION – HELD AT LINCOLN COLLEGE ON TUESDAY 21 MAY 2019

Present:	James Pinchbeck Haydn Beeken Philippa Bratby Jim Cronin Nick Cudmore Neil Everatt Heather Fluck Dean Graham Gary Headland Danielle Lister Nick Lyons Mark Platts Mike Simpson Daniel Wilkinson	Chair Vice Chair and Chair of Performance and Quality Support Staff Governor Student Vice President Chair of Audit Committee Academic Staff Governor CEO Vice Chair and Chair of Finance Committee
In Attendance:	Sarah Adams Tom Dannatt James Foster Mark Locking Jim Newall Jacqui Varlow Rachael Adair	Clerk to the Board of Corporation Group Director of Finance and Commercial Managing Director (International and Commercial) Managing Director (Education and Training Delivery) Group Director of Marketing and Communications Group Director of Human Resources Head of Library and Careers Guidance [agenda item 63/18]
Apologies:	Abbie Bembridge Tim Calvert Mark Speed Graham Harrison	Student President Chair of Appraisal, Remuneration and Search Group Director of IT, Information Management and Projects

56/18 APOLOGIES FOR ABSENCE

Apologies were received from Abbie Bembridge, Tim Calvert, Mark Speed and Graham Harrison.

57/18 ELIGIBILITY, QUORUM AND DECLARATIONS OF INTEREST

It was reported by the Clerk that notice of the meeting had been given and that a quorum was present. Accordingly, the meeting was declared open. There were no declarations of interests made.

58-62/18 BOARD STRATEGY SESSIONS

Informal notes taken.

FORMAL BOARD MEETING

The Chair welcomed Philippa Bratby to her first Board meeting as the new Support Staff Governor.

[Rachael Adair joined the meeting for agenda item 63/18]

63/18 CAREERS STRATEGY AND CAREERS GUIDANCE POLICY – FOR APPROVAL

The Careers Strategy and Careers Guidance Policy had been circulated for information. It was explained that the introduction of a Careers Strategy followed the publication of the Government Careers Strategy (December 2017) and related Careers Guidance document (October 2018). The Strategy is based around the eight Gatsby Benchmarks and also ties in with the new EIF and the statutory requirement for Ofsted to comment on the careers guidance provided in College inspection reports.

Discussion took place on the ambition of students engaging with employers, which is a cornerstone of the careers programme. RA explained that a lot of employer engagement is carried out already in most programmes and it is a case of capturing this information. When analysis is carried out for this year there will be a clear picture of where the College is against this and what further work is required.

Agreed: the Careers Strategy and Careers Guidance Policy were approved.

64/18 RATIFICATION OF ANY DECISIONS TAKEN DURING THE DAY

The CEO had advised that the Graduation Ceremony for over 500 students at the Sichuan College of Architectural Technology (SCAT) was due to take place in June and he asked for Board approval for his annual visit to China to attend this event.

Agreed: The Board gave approval for the visit to China.

65/18 PERFORMANCE AND QUALITY COMMITTEE

OODA walks

HB explained that the Performance and Quality Committee had discussed OODA walks and that they would like to put on more during the year and engage all Governors. The Clerk explained that the Head of Quality Improvement had put together a draft schedule for monthly walks which would then feed into the next P&Q Committee meeting.

MP asked if it would include Gainsborough and this was confirmed.

The Chair encouraged Governors to undertake a least one walk during the year and provide feedback following the walk.

HE Access, Progress and Progression (HEAPP)

In order to meet Office for Students (OfS) submission deadlines HB asked for approval of the Board for the Performance and Quality Committee to receive and consider the HE Access, Progress and Progression documents at the meeting to be held on 19 June 2019 and also for the delegated authority to approve this.

Approved: Delegated authority for P&Q to approve the HE APP to meet the OfS deadline.

Gold Group

It was explained that the Gold Group for Apprenticeships has now concluded but monitoring on the area will continue to be carried out by the P&Q Committee. A new Gold Group is to commence with a focus on attendance. A volunteer was asked for to attend the Attendance Gold Group starting with weekly meetings, commencing in the Autumn.

HB asked that if anyone is able to attend and has a preferred day/time that they please email the Clerk. NL and MP confirmed they were both keen to be involved should timing allow.

Prevent Action Plan

The P&Q Committee had reviewed the Prevent Action Plan. The Committee were happy with the direction of travel and happy to sign this off and report to the Board. An end of year update will be provided to the Committee at the July meeting.

Lay Governor

HB explained that Ian Billyard, who a potential Lay Governor, had attended the last P&Q meeting as an observer. Ian is a retired Principal, with experience in T levels which will be useful and a background in construction. Ian will now complete the required paperwork and go through the process with Search Committee.

The Board agreed it would be helpful to have a new Governor with an educational background.

Strategy Session

Governors were invited to send any follow up feedback through by email via the Clerk.

66/18 URGENT BUSINESS

No items of urgent business were discussed.

67/18 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Tuesday 2 July 2019 at 16.30 hours.

The meeting closed at 16.18 hours.

Signed:

Date: