



MINUTES OF THE LINCOLN COLLEGE BOARD OF CORPORATION – HELD AT LINCOLN COLLEGE ON TUESDAY 21 JANUARY 2020

Present:	James Pinchbeck Haydn Beeken Philippa Bratby Neil Everatt Tim Godson Gary Headland Natalie Heap Alex Knoll Danielle Lister Nick Lyons Mark Platts Mike Simpson Mark Speed Marta Wojcik Daniel Wilkinson	Chair Vice Chair and Chair of Performance and Quality Support Staff Governor Chair of Audit Committee CEO HE Student Governor Apprentice Student Governor Vice Chair and Chair of Finance Committee FE Student Governor
In Attendance:	Sarah Adams Tom Dannatt James Foster Mark Locking Jacqui Varlow	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 HR and Student Support Services
Apologies:	Tim Calvert Heather Fluck Dean Graham Jim Newall Graham Harrison	Chair of Appraisal and Remuneration Academic Staff Governor Chair of Search, Training and Development Committee and HE Committee Group Director of Marketing and Communications Group Director IF, Information Management and Projects

As part of his introduction, the Chair invited the Governors who had attended the first of the Board's Determined to Govern (DtG) professional development sessions (which was the IoD's *'Role of the Director and the Board'* course on 20/21 January 2020) to summarise their thoughts on the training.

37/19 APOLOGIES FOR ABSENCE

Apologies were received from Tim Calvert, Heather Fluck and Dean Graham.

The Chair also welcomed Marta Wojcik and Natalie Heap, who had joined the Board as the FE Student Governor and HE Student Governor respectively, to their first meeting.

38/19 ELIGIBILITY, QUORUM AND DECLARATIONS OF INTEREST

Notice of the meeting had been given and a quorum was present. The meeting was declared open. There were no declarations of interest.

39/19 MINUTES OF THE CORPORATION AND COMMITTEE MEETINGS

Board of Corporation – 17 December 2019

Following a check on accuracy and some minor amendments, the minutes were agreed by the Board as a true and accurate record and signed accordingly.

41/19 Performance and Quality – 18 December 2019

The minutes of the meeting had been circulated for information and the Chair of the Committee emphasised the salient points.

There was a short discussion about the perceived poor use of the 'MyDay' application by students at Newark College. MD (E&TD) welcomed the feedback and undertook to look into the issue.

The Committee Chairman described the rigorous process that had been undertaken by Staff and Governors to produce the Self Assessment Report (SAR) 2018/19. It was explained although there is no requirement for the SAR to be submitted formally, doing so represented good practice. **Following discussion, the Board of Corporation approved the SAR 2018/19 and agreed for it to be submitted externally.**

The Committee Chairman reported that he had received a paper about sub-contracting that reviewed the performance of sub-contracting during the previous year and the approach for 2019/20, specifically that there would be no new sub-contracted apprenticeships starts but we would continue to complete the 11 continuing apprentices until their learning was complete. The only exception to this was the Risual-Microsoft partnership with Lincoln College which is not traditional sub-contracting arrangement but a model of co-delivery. The recommendations were consistent with the Board's strategic intent of relation to sub-contracting. **The Board of Corporation ratified the decision by the P&Q Committee on the volume of sub-contracting for apprenticeships for 2019/20 as per the report.**

42/19 Higher Education (HE) Committee – 18 December 2019

The HE Committee had met on 18 December 2019. This was the first meeting of this new Committee which the Board of Corporation had established to focus on the increased regulation associated with HE. The Committee Chairman summarised the meeting which the Board of Corporation noted.

43/19 ESFA INTEGRATED FINANCIAL MODEL

The Group Director of Financial and Commercial reported the progress being made to produce the new ESFA Integrated Financial Model which was required to be submitted by 29 February 2020. Following a discussion about the new reporting format, the Board of Corporation noted the strong progress being made and the also the significant impact the new process was having on the Finance Staff. **The Board of Corporation decided that a task and finish group would meet on 24 February 2020 with delegated authority from the Board to approve the ESFA Integrated Financial Model before it was submitted.**

44/19 Remuneration Committee – 14 January 2020

The staff and student governors were asked to leave the meeting for a discussion about a pay award for all staff excluding Senior Post Holders (SPH); the CEO and GDHRSSS remained in the room for the meeting as they were not conflicted and would not be affected by any decision. The Remuneration Committee proposed a pay award for all staff excluding SPH.

Following discussion, the recommendation was agreed by the Board of Corporation.

The CEO and GDHRSSS were asked to leave the room so that the Remuneration Committee could discuss SPH appraisals and remuneration with the Board of Corporation. This is recorded as a confidential item.

The meeting closed at 18.05 hours.

Signed:

Date: