

Preston's College

**Minutes of the Board Meeting held on 18th October 2018 at 5.30pm in the Board Room at
Preston's College**

Present:

Mr J Boydell (Chair)
Mr M Collard (for item 6 onwards)
Mr M Driver
Mr T Readett
Mr J Taylor
Mr J Wilson
Mr S Browne
Ms K Williams
Dr E Smith (Principal)
Ms J Jones
Ms L Mason

In attendance:

Ms A Coles (Clerk to the Corporation)
Ms G Thornton (Head of Human Resources)
Mr S Nixon (Executive Director Resources)
Mr M Noblett (Vice Principal Curriculum Delivery & Planning)

Apologies:

Ms L Hornsby
Mr E Bassa

1. Welcome and Apologies

The Board noted that apologies had been received from Ms L Hornsby and Mr E Bassa. Cllr R Boswell was also noted as not being in attendance.

2. Declarations of Interest

No additional declarations were made.

OFSTED update from the Principal

As an additional item not on the agenda, the Chair invited the Principal to update the Board on the recent OFSTED inspection outcome that had just been received.

The Principal informed the Board that the College has been rated good by OFSTED following the inspection this week. The Principal thanked the staff and the governors for their involvement in the process. The Board considered feedback from OFSTED,

3. Minutes of the previous Board and Committee meetings

Resolved: the minutes from the previous meeting on 12th July 2018 were approved and signed by the Chair.

The Board considered and noted the minutes of the following meetings:

HE Quality & Standards Sub-Committee on 4th October 2018

Quality & Standards Committee on 4th October 2018

Resources Committee on 11th October 2018

Search & Governance Committee on 16th October 2018

Resolved: the Chair to amend the above minutes to reflect that Mick and Marie are officers and not members of the HE Sub-Committee.

4. Matters Arising

No matters arising were noted.

5. Principal and Chief Executive's Report

The Principal and Chief Executive presented her regular report which covered the following key areas:

- National Policy developments, including the 'Love our College' campaign, an update on Party Conferences and the issues regarding the College being a community based college.
- College Performance
- Quality
- Finance
- Current year recruitment
- Scholarship learners 2018.

In particular the Principal highlighted the section regarding the scholarship students. The Board asked various questions regarding the scholarship students and it was agreed that it would be good for the Board to meet with these students.

Various Board members raised questions on the Principal's report, which were discussed.

Resolved: that the Principal and Chief Executive's Report is received and the contents noted.

6. College Budget 2017/18 Draft Outturn Position

Mr S Nixon presented his report to the Board on the draft College budget outturn position of the College for 2017/18, explaining the key points highlighted in his report.

Mr S Nixon noted that his report remained subject to audit, which is almost complete.

The draft outturn position, though subject to audit, represents a strong performance by the College. The College's focus on seeking additional savings in order to mitigate

certain income challenges has been successful, though keeping this up will be important moving forward, with reference to the College's 5 year plan.

A copy of the College's draft Regularity Self Assessment Questionnaire, required as part of the audit process and finalised prior to formal accounts sign off, had been provided to the Board prior to the Meeting for information and comment.

The Board commented that this report was a great result and congratulated those involved.

Resolved: to note the draft outturn position, subject to external audit.

7. Capital Budget Outturn 2017/18 and Budget 2018/19

Mr S Nixon presented his report to the Members on the draft outturn position of the College for 2017/18, explaining the key points highlighted in his report.

Following queries from governors, the Board noted:

- the College's actual spend for general capital works was slightly ahead of budget for 2017/2018 and noted the expenditure of the College in order to make improvements and invest in the College's infrastructure;
- measures in place to prevent data breaches;
- positive comments from Ofsted on the College's learning resources.

Resolved: to note the report.

8. College Quality and Outcomes for Learners Draft outturn position

Ms M Haworth and Mr M Noblett presented their report to the Board on the outcomes for learners 2017/18, in which it was noted that (whilst the final few outcomes were yet to come in) the College was generally predicting similar outcomes to last year.

Ms Haworth informed the Board that KPIs were taken to the Quality & Standards Committee where they were challenged and as a result are being increased.

The key points highlighted in the report were discussed and noted.

Ms Haworth reported on OFSTED's feedback regarding quality and outcomes.

The Board commented on how useful it is for them to see the data contained in these reports to enable them to see the progress that it being made.

Resolved:

- **that performance and progress against key quality performance indicators (KPIs) targets be noted for 2017/18; and**
- **that the key performance indicators (KPIs) targets for 2018/19 are noted.**

Ms Haworth presented the report on the performance summary over 3 years for English and Maths 2017/18. The Board discussed the report and commented on the importance of learners making progress, which is shown in this report.

9. Date of next meeting

The Board noted that the next Board Meeting was scheduled to take place on 13th December 2018 at 5.30pm.