**Meeting of the Corporation Board**

**Friday 8 April 2022 at 1330hrs**

**Board Room, Middlesbrough and Via MS Teams**

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| **Members present:**  Mr T Bailey  Dr M Raby  Mr D Hughes  Mrs S Fawcett  Mr K Goldsborough  Professor J Rapley  Professor R Simmons  Mr I Swain  Mrs E Hardwick  Ms G Miller  Mr M Blanshard  Mrs K Baggaley  Ms N Brett  Dr E Leonard Cross  Mr R Kane  Ms F Coulson | | TB  MR  DH  SF  KG  JR  RS  IS  EH  GM  MB  KB  NB  ELC  RK  FC | Chair  Principal  Independent Member  Independent Member  Independent Member  Independent Member  Independent Member  Independent Member  Staff Member  Independent Member  Independent Member  Independent Member  Independent Member  Independent Member  Head of FE  FE Student Governor | |
| **In Attendance:** | |  |  | |
| Mr M Wheaton  Mr S Slorach  Mr J Waddington  Mr P Chapman  Mrs L McLaren | | MW  SS  JW  PC  LM | VP Strategic Projects  VP Resources  VP Higher Education  VP Employability & External Relations  Head of Governance | |
| **Apologies:**  Ms J Havakin  Ms R Marsh  Ms S Webber | | JH  RM  SW | Staff Member  HE Student Governor  HE Student Governor | |
|  |  | | | **Action** | |
| 1. | The Chair opened the meeting at 1330.  Mr Bailey welcomed everyone to the meeting and thanked Mrs Latcham for the Safeguarding presentation which took place prior to this meeting. | | |  | |
| 2. | **Apologies for absence**  Apologies were received from Ms Havakin, Ms Marsh and Ms Webber.  Mr Bailey asked Dr Raby if it would be possible for the Student Governors to get special dispensation from classes to attend the Board meetings. Dr Raby noted this and agreed to discuss off-line this arrangement. | | | **MR** | |
| 3. | **Group Quorum**  The meeting was quorate in line with standing order 8.1 “Meetings of the Corporation Board and its committees shall be quorate when 40% of the total membership of the Governing Body or its committee, excluding vacancies, is present, except where otherwise stated within the terms of reference for that committee.” | | |  | |
| 4. | **Declaration of Interests**  The Board noted the Declaration of Interests document. | | |  | |
| 5. | **Confirmation of minutes from the previous meeting**  The Minutes from the previous meeting held on Friday March 11th, 2022 were **CONFIRMED** by all with one minor amendment. | | |  | |
| 6. | **Matters Arising**   1. Completed. The Ofsted Report has now been published on the website. 2. Finance Briefing to be arranged. Date will be confirmed at next meeting 3. Financial Support c/f to future meeting (July) 4. Completed. Format of Finance Report has been changed. 5. Mrs Baggaley has agreed to take on the role of Chair of the Finance & General Purposes Committee 6. Student Representation will be in place for next academic year for the Sustainability Working Group. 7. Ms Brett has agreed to represent the Governors on the Sustainability Working Group. 8. Mr Bailey will be having a walk-round at FE in April and attending an Editorial Meeting with Ms Coulson. HE walk-round to be arranged. 9. Completed and on-going. Actions will be noted at the end minutes. | | |  | |
| 7. | **Members Update**  Mrs Fawcett advised that she had attended a Safeguarding Meeting. She had also met with the Library staff and noted that there was concern with the condition of the estate in Hartlepool. They also noted that there was a communications issue and a lack of knowledge of what is happening. Mr Slorach agreed to speak with Mrs Fawcett following the meeting to discuss.  Mrs Hardwick noted that she has taken part in a Student led Conference entitled “Towards a Feminist Future” which was very informative and powerful. Research through a younger generation’s eyes.  Mrs Baggaley had taken part in a tour of the Hartlepool Campus.  Dr Leonard Cross advised that she had a meeting scheduled with HR in the coming week and would look to do some work on the Gender Pay Gap and Equal Pay audit.  Ms Brett attended the Governor Induction and tour of the Hartlepool Campus this morning. On the Campus tour there was no feeling of estates issues. She noted that she would meet with Mr Chapman and Ms Yoxall (Studio Manager) to discuss the Northern Studios. Ms Brett had also attended the Duchess of Malfi performance which was very good.  Mr Bailey agreed that the performance was thoroughly enjoyable especially the end section which was devised by the students. He also noted that he had attended a session at the 3D architecture studio at Middlesbrough and had been invited back to see the submissions from students. Mr Bailey noted that his buddy was leaving. Dr Raby advised that Martin Featherstone would be returning to the School until the end of the academic year to cover the vacancy and would be the interim buddy for this area.  Professor Simmons updated the Board on discussions from the Remuneration Committee held on March 25th, 2022. At this meeting the Committee discussed the remuneration of the Head of Governance and recommended that the role be increased from 0.5FTE to 0.6FTE, to be worked flexibly and to reflect the workload of Mrs McLaren. This change would take effect from March 26th, 2022. The Board **agreed** and welcomed the change in hours for Mrs McLaren.  Mr Bailey thanked everyone for their updates. | | | SS/SF | |
| 8. | **Confidential Item** | | |  | |
| 9. | **SUSTAINABILITY**  **Confidential Item** | | |  | |
| 10. | **Confidential Item** | | |  | |
| 11. | **Confidential Item** | | |  | |
| 12. | **EXCELLENT STUDENT EXPERIENCE**  **Student Voice**  Ms Coulson updated the Board on the FE magazine which was going very well. A statement had been included on the Ukraine to promote peacefulness. Students wanted to do something so they organised a bake sale, made badges, had a raffle and done a clothes collection.  A number of students, including Ms Coulson had entered a Young Writers competition for 11-18yr olds. Each entry received a certificate for submission and is published in a book. The School will receive a copy of the book.  Mr Bailey thanked Ms Coulson for the update and asked for Governors to hear about the results of the competition.  Mr Waddington noted that it was great to see students doing creative things to help raise funds for Ukraine. HE students had been doing similar things also.  Mr Bailey asked if it would be possible to promote students work, possibly at the end of year shows. Dr Raby agreed that it should be possible to have a separate area to showcase this.  Mr Bailey thanked Ms Coulson for the update. | | | FC | |
| 13. | **GOVERNANCE AND COMPLIANCE**  **Degree Awarding Powers**  Mr Wheaton asked the Board for approval to   1. Submit a draft version of the proposed Self Evaluation Document as the basis for the Arts University Bournemouth (AUB) review 2. Work towards submission for the Degree Awarding Powers process with the QAA   Mr Wheaton advised that (AUB) would be undertaking an institutional review for us ahead of our submission to the QAA for Degree Awarding Powers.  The document is currently a work in progress and would go through further review and development prior to AUB and the QAA receiving copies. Sections A-C are in a good format; however, Sections D and E require more work to fill in any gaps in areas such as Library Support and Student Union work.  Any comments should be emailed to Mr Wheaton directly.  The Board were asked to   1. Approve the document for the AUB institutional review 2. Approve to submit a DAPs request before May 20th   Dr Raby advised that we need OfS to tell us that we meet the criteria for a DAPs application, at which time QAA will ask us for the self-evaluation documentation.  Ms Brett noted that she would contact Mr Wheaton directly with comments on the document, however noted the existing strategy language and new OfS strategy. Dr Raby advised that the May Strategy day would look at the current strategy 2019-24 and plan for the next strategy. OfS has just published a new strategy and we will be looking at what we have done and will be doing.  Professor Rapley asked if the initial section could have more reference to the Student Union, which we know is a weakness. The Student Union President could be a member of the Governing Body as part of the role. Mr Wheaton advised that he was working with the Student Support Officer on links with the Student Union. Dr Raby further added that we had moved away from the SU President being a member of the Governing body through the Governance & Search Committee to instead ask for interested students to apply. This is something which we could review. Planning & Partnership meet regularly and we are developing a Terms of Reference and Schedule of Business to make these meetings more efficient.  The Board **approved**   1. Using the document as the basis for the AUB institutional review 2. Making a submission to OfS and QAA for Degree Awarding Powers | | |  | |
| 14. | **Minutes of Sub-Committees**  The Board **noted** the Minutes of the Sub-Committees.  Mr Swain noted that the last Audit Committee had appointed the new Auditors – Armstrong Watson.  Professor Rapley asked if the Finance Committee had been changed. It was noted that the Corporation Board had approved the change at the last meeting and it would now be the Finance & General Purposes Committee. | | |  | |
| 15. | **OTHER MATTERS**  **OfS Reportable Events**  Dr Raby confirmed that based on the January 2022 guidelines, there were no reportable events. | | |  | |
| 16. | **Confidential Items**  Item 8  Item 9  Item 10  Item 11 | | |  | |
| 17. | **Any Other Business**  Mr Bailey advised that he had attended the Duchess of Malfi presentation and noted that the programme listed 4 other upcoming events. Mrs McLaren agreed to send out the dates to Governors. | | | LM | |
| 18. | **Review of Meeting**  The meeting was viewed to be good with a good debate and very good to hear the student voice. | | |  | |
| 19. | **Date and Time of Next Meeting**  The next meeting of the Corporation Board will take place on Friday May 20th at 1100hrs at our Middlesbrough Campus and will be a Strategy Day.  The meeting will be held in person and with the option of MS Teams if required. | | |  | |
|  | The Chair thanked the Corporation Board members for their useful discussions.  The meeting closed at 1523hrs. | | |  | |

**Confirmation of the minutes of the April Corporation Board**

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| Signed: | |
| Chair of the | Date: |