



**THE CORPORATION OF NEWHAM COLLEGE OF FURTHER EDUCATION
BOARD OF GOVERNORS**

**MINUTES OF THE BOARD MEETING HELD ON
6 DECEMBER 2016 at 6pm**

MEMBERS PRESENT: Andrew Clark (Chair), David Surdeau, Quintin Peppiatt, Parin Bahl, Andrew Edwards, Andrew Hughes, Martin Cumella, Linda Jordan, Di Gowland, Angelina Ikeako, Nora Colton, Ahmed Noori, Joshua Anderson

IN ATTENDANCE: Anil Nagpal, Annette Cast, Beryl Hughes (Interim Clerk to the Corporation)

16/85 APOLOGIES

Kim Bromley-Derry and Nnenna Anyanwu

16/86 DECLARATIONS OF INTEREST

Parin Bahl, Martin Cumella and Di Gowland in respect of matters concerning Learning Revolution Trust.

Di Gowland and Andrew Hughes in respect of Digital Skills Solutions Limited

Quintin Peppiatt in respect of matters concerning London Borough of Newham.

16/87 GOVERNANCE AND MEMBERSHIP

16/87/1 Membership

Chair welcomed Ahmed Noor and Joshua Anderson to their first board meeting as Student Governors

Chair reminded the Board this was the last meeting for Parin Bahl and full thanks for her contribution would be given later in the evening outside of the meeting.

The Board received an oral report from Search Committee which had met prior to Board and noted

- The re-appointment of Angelina Ikeako, Linda Jordan and Quintin Peppiatt had been approved.
- Quintin Peppiatt had indicated he would stand down as Vice-Chair in March 2017

16/87/1 Governance – Deferred until March 2017

The Board **discussed** the merits of increasing the size of the board and noted it had been agreed at Search Committee they would receive a paper at the March board.

The Board **agreed** that the Chair and Principal could search for new governors ahead of the March board paper.

The Board **noted**

A skills audit of Board members would be undertaken in January 2017

16/88 BOARD AND COMMITTEE MINUTES

16/88/1 Minutes from the Corporation Board meeting held on 27th September 2016

The minutes were **approved** as a correct record with one amendment:

- 16/61/2 Quintin Peppiatt agreed, subject to Borough consent, to remain as Vice Chair until a new Vice Chair is appointed in March 2017

16/88/2 Confidential minutes from the Corporation Board meeting held on 27th September 2016

Confidential minute

16/88/3 Student Consultative Forum

To notes of the meeting held on 2 November 2016 were **noted** as a true record

Chair thanked staff for following up promptly on student queries

16/88/4 Academic Standards and Performance Committee

16/89/4/1 The minutes of the meeting held on 10 November 2016 were **noted** and LJ referred to minute 16/29 and suggested the college should consider volunteering to lead on the Borough SEN strategy

16/89/4/2 The unconfirmed minutes of the meeting held on 28 November 2016 were **noted**

16/88/5 Staff Consultative Committee

The unconfirmed minutes of the meeting held on 2 November 2016 were **noted**

16/88/6 Audit and Risk Committee

The unconfirmed minutes of the meeting held on 15 November 2016 were **noted** and clarification was given at 16/32/2 insofar as the brief to the internal auditor was to consider the possible risks and test them.

16/88/7 Capital and Resources Committee

The unconfirmed minutes of the meeting held on 30 November 2016 were **noted**

FUNDING PERFORMANCE

16/89 16/89/1 Funding Performance outturn 2015/16

A report was received and considered

The Board **noted**:

- The report was good but the HE target and 24 plus loans had not been met
- Other targets were met

16/89/2 Funding Performance 2016-2017

A report was received and discussed

The Board **noted**:

- The advanced learning loan allocation is not fully utilised as some students are not eligible.
- There is a shortfall of for HE funding and were reassured management are working to ensure additional alternative HE provision is ready for 2017 to address the income gap

16/90 ANNUAL REPORT OF THE AUDIT COMMITTEE
A report was received and discussed and **agreed** it was a robust report.

Chair of Audit thanked former chair for his chairmanship

16/91 ANNUAL REPORT OF THE INTERNAL AUDIT SERVICE
A report was received and discussed:

The Board **noted** the 'green' significant grading for :

- Risk management
- Governance
- Internal Control
- Efficiency, effectiveness and economy

16/92 ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 JULY 2016
The Annual report and accounts were received and **approved**

The Board noted:

- It was a clean audit
- It was a complicated audit as new international audit standards were also being implemented to ensure compliance to FRS102
- The accounts put the college in good financial health a year ahead of schedule.

Thanks were given to the Deputy Principal Finance and Infrastructure and the finance team.

16/93 FINANCIAL REPORT FOR THE PERIOD TO 31st OCTOBER 2016
A report was received and **accepted**

The Board **noted**:

- Finance is on target
- The 2016-17 surplus is forecast at £611k
- The £2m loan plus interest was repaid to the London Borough of Newham in November 2016

16/94 FINANCIAL STATEMENTS AUDIT FINDINGS 2015/16
A report was received and **accepted**

The Board **noted**:

- It was an intense but good audit
- Adjustments were not made as they were less than £50k
- The DSS loan will be repaid over a period of 15 years

The Board **agreed** a 15 year loan could be provided.

16/95 LETTER OF REPRESENTATION
The Board **confirmed** the letter of representation for the Regularity Audit – year ended 31 July 2016 was correct for signature.

16/96 RISK MANAGEMENT - ANNUAL REPORT
The Board received and **noted** the report

16/97 RISK REGISTER
Confidential minute

16/98 FINANCIAL RECOVERY PLAN

Confidential minute

16/99 SFA – FINANCIAL HEALTH

Confidential minute

16/100 SUBSIDIARY COMPANIES

16/100/1 Learning Revolution Trust

Confidential minute

16/100/2 Digital Skills Solutions

Confidential minute

16/100/3 Newham Foundation

Confidential minute

16/100/4 NewTEC

Confidential minute

16/101 GOVERNORS SCORECARD AND DASHBOARD

A report was received and **agreed**

16/102 STRATEGIC PLAN 2016-19

The Strategic plan was received and is **agreed** subject to any board members submitting comments by Friday 16 December 2016.

(No amendments were received by 16 December).

16/103 CURRICULUM

16/104/1 2015/16 Self Assessment report summary

The SAR was received and the Board **noted**:

- Achievement rates have improved
- The distance travelled has improved
- In 16/17 there is a greater emphasis on maths and English
- Attendance has improved
- Non attendance is being treated as a disciplinary matter
- The grade is a strong 2 and outstanding is a realistic aspiration

The Board **confirmed** the grades and the SAR may be published.

16/104 16/104/2 POST INSPECTION ACTION PLAN

The report was received and the Board **noted**:

- Ofsted comments have been included
- Progress of the PIAP is being reported through ASPC

16/105 ACCOMMODATION STRATEGY UPDATE

Confidential minute

16/106 SAFEGUARDING AND PREVENT MONITORING REPORT

Confidential minute

16/107 CUSTOMER COMPLAINTS AND COMPLIMENTS FOR THE PERIOD SEPTEMBER - NOVEMBER 2016

The Board received and **noted** the report

16/108 NEWHAM PARTNERSHIP CHILDREN TRUST BOARD MINUTES

The Board received and **noted** the minutes of 5 July 2016

16/109 HUMAN RESOURCES & EMPLOYEE RELATIONS ISSUES

Confidential minute

16/110 TERMLY LETTER FROM MINISTER FOR APPRENTICESHIPS AND SKILLS

The Board received and **noted** the letter and brief

The Board further **noted**:

- The minister has highlighted FE's role in improving social mobility
- Consideration to be given to inviting Robert Halfon to the college

16/111 AUTUMN STATEMENT

The Board received and **noted** the report

16/112 ANY OTHER BUSINESS

- **OUTCOME OF AREA REVIEWS**

It was **noted** the Board had unanimously accepted on 3rd November 2016 the recommendation of the Area Review that the College operates as 'standalone plus' post Area Review

It was also **agreed** a transitional grant application would be made.

Signed as a correct record

Andrew Clark Chair of the Board