**Preston’s College**

**Minutes of the Board meeting held on 22 October 2015 at 5:30pm in the Board Room at Preston’s College**

**Present**

Mr E Bassa (Chair)

 Mr J Boydell Mr P Kennedy

 Mr S Browne Ms L Hornsby

 Dr A Jones Ms B Kay

 Mr M Mallam Mr T Readett

 Dr E H Smith Mr P Williams

**In attendance**

Stephen Fell (Clerk to the Corporation)

Andrew Gadsdon (Learning and Development Manager)

Marie Haworth (Assistant Principal - Excellence and Learning)

Simon Nixon (Executive Director of Resources)

Mick Noblett (Assistant Principal – Excellence and Learning)

Carl Speight (Vice Principal – Enterprise and Engagement)

Gill Thornton (Head of Human Resources)

**95. Welcome and Apologies**

The Chair welcomed everyone to the meeting and reported that apologies had been received from Mr Taylor.

**96. Declarations of Interest**

 No declarations of interest were made.

**97. Appointment of Lyn Butler**

The Board noted that the Search and Governance Committee had met earlier in the day and, after considering their recommendation

**resolved:** That Lyn Butler be appointed as a member of both the Board and HR and Remuneration Committee with immediate effect.

**98. Minutes of the**

1. Search and Governance Committee meeting held on 15th September 2015;
2. Business Planning Committee meeting held on 1st October 2015;
3. Quality and Standards Committee meeting held on 13th October 2015;
4. Board Meeting held on 16th July 2015; and the
5. Written Resolution of the Board dated 25th September 2015

**Resolved:** That i) the Minutes of the Board Meeting held on 16 July be agreed as a true record and signed by the Chair; and

 ii) the other records be received for information.

**99. Principal and Chief Executive’s Report**

The Principal and Chief Executive presented an update report to the Board. In talking through the report, Dr Smith briefly outlined the progress of the Comprehensive Spending and Area Reviews and the absence of sectoral information regarding the treatment of loans and pensions. She confirmed that the College was acting as Lead Accountable Body for the consortia of Colleges and private training providers bidding for ESIF projects under the umbrella ‘Lancashire Employment and Skills Executive’.

The Board noted that the Eric Wright Learning Foundation had now officially relocated their premises from Leyland to Preston’s College and that phase one of the development of the ‘Real-Work Environment’ (RWE) had been completed.

Dr Smith reported that the College’s iStem Centre had been officially opened on 1 October by Maggie Philbin, with a “fabulous” speech from Jamie Edwards, a student from Penwortham Priory School who, at the age of 14, had created the conditions for nuclear fusion in the laboratory.

 **Resolved:** That the report be noted.

**100. Changes to the Common Inspection Framework**

The Board received a presentation from Mr Noblett, Assistant Principal (Excellence and Learning) on the changes to the Common Inspection Framework.

 **Resolved:** That the report be noted.

**101. Higher Skills Strategy**

The Board received a copy of the College’s Higher Skills Strategy. Mr Noblett drew the Board’s attention to a number of key components within the Strategy.

Whilst the Board welcomed the alignment with LEP priorities they felt that the Strategy would benefit from decreased specificity and proposed that reference to “our competitors” be replaced with “other regional providers”. The Board also felt that the Strategy would benefit from more information on the national skills context and should refer more to the iStem building.

The Principal and Chief Executive confirmed that the document would be revised to take account of developments nationally and to reflect the College’s developing relationship with UCLan. She explained that the Strategy was largely an internal document and would be appropriately revised for external circulation.

 **Resolved:** That the Higher Skills Strategy be approved.

**102. Enterprising Learning Strategy**

The Board received a copy of the draft Enterprising Learning Strategy. Mr Gadsdon, the College’s Learning and Development Manager supported the Strategy with a presentation.

The Board sought clarity on some of the language and terms used within the Plan and requested that it be simplified and/or explained as appropriate. They emphasized the importance of including SMART goals and milestones.

Mr Speight informed the Board that the Strategy was largely for internal use and that other documentation would be put together for publicity and external promotion.

**Resolved:** That, subject to the comments set out above, the Draft Enterprising Learning Strategy be approved.

**103. Safeguarding and Prevent Policy**

The Principal and Chief Executive briefly talked through the proposed revisions to the College’s Safeguarding and Prevent Policy.

**Resolved:** That the revised Safeguarding and Prevent Policy be approved.

**104. Strategic Property Review**

The Board received an update report relating to the College’s strategic property review. Mr Nixon explained that work had continued with external organisations with a view to identifying ways in which the property strategy could be developed. He confirmed that potential Local Economic Partnership (LEP) funding mechanisms were being considered with further information to follow in due course.

Resolved: That the report be noted.

105. REDACTED

106. REDACTED

**107. Capital Budget Outturn and Budget 2015/16**

The Board received a Capital Budget Outurn Report which had previously been presented to the College’s Business Planning Committee.

REDACTED

**Resolved:** That the report be noted.

**108. Draft Outturn 2014/15**

The Board received a copy of the Period 12 Management Accounts, representing the draft outturn position of the College subject to audit. Mr Nixon explained that the originally budgeted deficit position of £317k had been transformed into a surplus of £317k (prior to accounting adjustments for FRS17 pension costs and write off of demolished fixed assets). This was a result of significant cost control measures REDACTED.

The Board noted that this represented a successful achievement of the key financial objective over the second half of the year.

 **Resolved:** That the report be noted.

**109. Early Indications**

Mr Nixon presented a report setting out the early indications for the year and the actions to ensure efficient College operations and to prepare for funding reductions. The report was an updated version of that considered by the Business Planning Committee.

**Resolved:** That thereport and proposed management actions be noted.

**110. Strategic Review Process 2015/16**

The Board received a report setting out the progress made in pursuing the differentiation strategy agreed in July 2015. It also explained the potential impact the forthcoming Comprehensive Spending Review and Area Reviews were expected to have on the revised strategy, the College and the wider FE sector. Appended to the report were documents setting out the College’s mission and values, planned curriculum provision and a high level area review process flowchart.

Dr Smith presented the report and in doing so briefly summarised its contents. The Board agreed that, notwithstanding the fluid context, the College had to be as proactive as possible and commended the Principal and Chief Executive for adopting this approach.

 **Resolved:** That the report be noted.

**111. Date of Next Meeting**

The Board noted that the next Board meeting would be held on 17 December 2015.