

**MINUTES OF A MEETING OF THE LINCOLN COLLEGE BOARD OF CORPORATION HELD AT LINCOLN COLLEGE ON TUESDAY 24 JANUARY 2023 AT 12.30 HOURS**

<b>Present:</b>	James Pinchbeck Haydn Beeken Ian Billyard Lucy Goodier Simon Justice Mark Locking Nick Lyons Tom McKenzie Mark Platts Peter Price	Chair  Chair of Performance and Quality  Staff Governor Principal and CEO  Chair of Finance Committee
<b>In Attendance:</b>	Sarah Adams Tom Dannatt James Foster Jim Newall Tom Marsden Margaret Serna Scott Upton	Clerk to the Board of Corporation Group Director of Finance and Commercial Managing Director (International and Commercial) Group Director of Marketing and Communications Group Director of Strategic Growth Chair of LCI General Manager LCI
<b>Apologies:</b>	Tim Calvert Amy Conyard Dean Graham Tim Godson Katrina Knoll Lauren Rose Hollie Tapper Charlotte Watson Graham Harrison Jacqui Varlow Kevin Williams	Chair of Remuneration and Appraisal Committees  Chair of Search and HE Committees Chair of Audit Committee Staff Governor Student Governor Student Governor  Group Director IT, IM and Projects Group Director of HR&SSS Director of Planning and Performance

<b>47/22</b>	<b>APOLOGIES FOR ABSENCE</b>  Apologies were received from Tim Calvert, Amy Conyard, Dean Graham, Tim Godson, Katrina Knoll, Hollie Tapper, Lauren Rose, Charlotte Watson, Graham Harrison, Jacqui Varlow and Kevin Williams.  Scott Upton and Margaret Serna joined the meeting and were welcomed.
<b>48/22</b>	<b>ELIGIBILITY, QUORUM AND DECLARATIONS OF INTEREST</b>  It was reported by the Clerk that notice of the meeting had been given and that a quorum was present. Accordingly, the meeting was declared open.  The Governors were asked to raise any declarations if these became apparent during, or after, the meeting. No declarations were made.

49/2	<p><b>VISIT TO ASI</b></p> <p>The Board visited the site of the new ASI build.</p>
50/22	<p><b>TOUR OF COLLEGE FACILITIES</b></p> <p>The Board undertook a tour of the facilities at Newark College including new developments such as the motor vehicle and gas and plumbing workshops.</p>
51/22	<p><b>PRESENTATION BY KSA STUDENTS</b></p> <p>The following students joined the Board via Teams to give a presentation:</p> <ul style="list-style-type: none"> <li>• Sarah AlFardan, Occupational Health and Safety Graduate from Qatif College in 2019</li> <li>• Mesal Al Msabi, Civil Engineering Inspection student at the ITQAN</li> <li>• Faris Al Masoud, Events student at the Tourism and Hospitality College</li> </ul> <p>The students presented on their highlights, their experience of the learning, assessment and teaching, any challenges faced and how they had been supported, their on the job training (OJT) and work experience, where they are at now and their aspirations for the future. Questions were invited.</p> <p>Sarah was asked if she was helping to support other students to move into the same field. Sarah explained she had spoken at the College to share her experience with the other students.</p> <p>The students were asked how they have found their learning matching what they need in their jobs and if there was anything that could be done to make them more productive?</p> <p>Meshal explained his experience was amazing both in College, on site and from guest speakers. He explained he had learned about websites and how to develop LinkedIn accounts, etc, which is an advantage over other providers. The College can also help students with exchange programmes and other courses.</p> <p>The students were thanked for their presentations and left the meeting.</p> <p>SU reported on the progress being made in KSA and gave more background information. He highlighted Sarah's achievement of being awarded for the first women in KSA to be leading safety at General Electrical, Fieldcore. She was awarded by Prince Abdulaziz bin Salman Al Saud, Minister of Energy. They are real trailblazers. SU reported on the Universities who don't deliver anything applied or vocational. Students are really gaining from the practical experiences they are getting from the Colleges.</p> <p>SU reported on the English levels of the students and the difficulty of some external exams due to the language understanding required.</p> <p>HB asked if there could be a role for ASI in future. SU agreed this would be the case.</p> <p>Exchange students were discussed. The Kingdom are very keen to have more students visiting. The importance of these as cultural exchanges as much as educational was highlighted. The importance of the student journey and exporting the UK educational experience to KSA was raised.</p> <p>A confidential discussion took place in relation to a potential new contract in KSA. It was agreed that on receipt of that contract it needs full consideration by the LCI Win Review Board followed by Extraordinary meetings of the Finance Committee and full BoC.</p>

**Action: Post meeting agreed an Extraordinary LCI with the original Win Review Board attendees and both Chairs and Vice Chairs of Finance and Audit Committees**

Governors were asked, in advance of any extraordinary meeting, to provide details of any specific points, area or questions that they would like raise or consider in terms of the contract and business case.

**Action: Governors to feed in any questions**

Margaret and Scott were thanked for their attendance. NL felt the Board should celebrate the achievements of LCI and to deliver this as a possibility which was outstanding. The hard work of the team in Kingdom was highlighted.

[SU and MS left the meeting]

52/22

## **OPERATIONAL UPDATE**

### LSIPs

It was explained that ML is on the Steering Committee of the LSIPs and it was explained they are finding it difficult to engage with businesses. There are meetings being held and surveys sent out. The College will try to help them with getting responses. It was explained that Lincolnshire has a large number of SMEs. It is unclear currently what pots of funding the LSIPs will be able to unlock.

It was suggested that a Group is put together including Governors or representatives. It was explained that the survey will be circulated and Governors were asked to complete this.

**Action: Survey to be circulated for Governor responses**

### ESFA

The Annual Strategic Conversation had been held last week attended by the Chair, Chair of LCI and representatives from ESFA and FE Commissioner's office.

The requests for approvals was explained and the process involved including the additional information requests. The impact, uniquely and specifically to Lincoln College of the ONS reclassification was discussed with a particular focus on the commercial activities and the operation of Colleges and contracts in KSA.

### Ofsted

It was explained that inspections in the Region are taking place as expected but running slightly behind.

It was explained that Ofsted training is being arranged for Thursday 9 February and the Clerk will circulate details.

**Action: Ofsted training session to be set**

The importance of ensuring that Governors are up to date with all their training was stressed, including Safeguarding and Prevent.

Tom M reported on the Skills part of the inspection and that information is being produced and employers being identified.

	<p>NL reported on his previous experience of inspections and the specialist roles for each Governor. It was agreed that this was important. It was explained that Newark would be visited as part of the inspection. The Drill, Aura, etc will also be visited to show the full student experience.</p> <p><u>KSA</u></p> <p>This had been discussed as an earlier agenda item.</p> <p>TD explained that £1m in tax penalties had been claimed back as part of an amnesty. The case relating to withholding tax had also been won. The financial health grade for last year will improve further due to this.</p> <p><u>Financial Statements</u></p> <p>It was explained that Finance Committee had approved the extension of the filing date to the end of February due to “Going Concern and parental guarantee” issues raised by audit, created by reclassification, and an update was provided. Extensions to the ESFA can only be applied for on a month by month basis.</p>
<b>53/22</b>	<p><b>GOVERNANCE UPDATE</b></p> <p><u>Board Effectiveness</u></p> <p>It was explained that a formal external Board Effectiveness Review is to be carried out and that the scope and timing needs to be agreed.</p> <p><b>Action: meeting with Chair, Principal and CEO and Clerk to agree scope</b></p> <p><u>Governance Model and Structures</u></p> <p>It was explained that the Governance Working Group had met. Other College groups and how they are structured has been looked at but there aren’t any similar size groups with the same amount of commercial business. External expertise is being used to look at some options. A workshop session is to be arranged to look at a number of options. This will happen in the next couple of months. The intention was to have options to bring back to the Board around Easter to bring any possible changes in next academic year. The group will continue to meet. It might be that with the ongoing uncertainties linked to the ONS reclassification that any change is not felt to be an appropriate way forward at this point and the only change may be the appointment of a new Chair.</p> <p>Where there is the need a small group of Governors will be involved with discussion on the impact of ONS and the need to meet Managing Public Money requirements. It was explained that this had been discussed at Finance Committee and agreed. It was explained that a meeting is being held tomorrow and this will be considered.</p>
<b>54/22</b>	<p><b>FORMAL BOARD MEETING</b></p> <p>Two confidential items were discussed and minuted accordingly.</p>
<b>55/22</b>	<p><b>URGENT BUSINESS</b></p> <p>There was no further business discussed.</p>

**56/22**

**DATE AND TIME OF NEXT MEETING**

Date and Time of Next Meeting: the next meeting will be held on Tuesday 14 March 2023 at 16.30 hours.

The meeting finished at 17.27 hours.