

Corporation Meeting

**Minutes of the meeting held
Thursday 11 July 2024 – 3.00pm – 5.45pm
Committee Room, Askham Bryan College, York, YO23 3FR**

The pack of meeting papers was circulated in advance of the meeting for Governors to read.

77 Present

Tazambal Ali (TA) – Staff Governor
Annabel Jelley (AJ)
Dominique Lendhill (DLe) – Staff Governor
David Lynch (DL)
Martin Moorhouse (MM) – Chair of Finance and General Purposes Committee
Graeme Osborn (GO) – Corporation Vice Chair/Chair of Quality and Standards Committee
Trevor Shaw (TS) – Chair of Audit Committee
Maureen Vevers (MV) – Chair of Corporation and meeting
Tim Whitaker (TW) – Principal/Chief Executive Officer/Accounting Officer
Rhys Holding (RH) – Student Governor

With over seven members present, the meeting was confirmed as quorate. It was resolved that Maureen Vevers chair the meeting. Maureen Vevers accordingly took the chair and declared the meeting open. The Chair reported that proper notice of the meeting had been given.

In attendance

Emma Barbery (EB) – Chief Finance Officer,
Laura Black (LB) – Vice Principal via Teams
Stephanie Burrell (SBu) – Boardroom Apprentice
Judith Clapham (JC) – Director of Governance/Clerk to the Corporation
Shaun Broadbent (SB) via Teams
Julian Gravatt (JG) - AoC Deputy Chief Executive (Policy, curriculum and funding) via Teams for presentation

Clare Williams – Vice Principal and Sharon Sheppard (SS) - Vice Principal were not in attendance.

78 Apologies

Acceptance of apologies for absence.
Linda Haigh (LH)
Tracy Lightfoot (TL)
Matthew Parkin (MP)

79 Declarations of Interest

Consideration was given to the Declarations of Interest Register and members asked for any new declarations.

AJ stated that she was also now doing some adult education work for the East Midlands Combined Authority.

There were no changes to the Declarations of Interest impacting on the College as detailed in the register, none of which it was agreed amongst those present precluded anyone.

Those thought relevant are listed below:

- TW, GO and MM as Directors of ABC College Co Ltd and ABC Enterprises Ltd.
- TW as a Landex Director and Director of National Land-based College.
- AJ as a consultant in the sector and Project Manager for the Strategic Development Fund which the College is part of, work on behalf of Hambleton District Council relating to the new educational facility at Northallerton (campus@northallerton), work for Higher York (college is a member) on the York Skills Strategy implementation and for the West and North Yorkshire Chamber of Commerce in preparation for the Local Skills Improvement Plan and also work in relation to the Local Skills Improvement Fund. AJ additionally stated she is doing some work with York and North Yorkshire Combined Authority, plus with the East Midlands Combined Authority.
- MM as an Elvington Parish Councillor.
- LH as Finance and Procurement Director at South Yorkshire Fire and Rescue Service with possible links to the College from public service training, Princes Trust.

The Chair reminded the Members that the College was also an exempt charity and that all transactions must be compliant with all obligations under applicable charity law.

Members agreed that aspects of the minute 82 should be classified as confidential on the grounds of commercial sensitivity and reviewed in one year. The minutes and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders), along with any draft documents.

80 Minutes from the Last Meeting (20 May 2024)

Resolved: The minutes were accepted as a true and accurate record.

Matters Arising from the minutes/Actions schedule

The Action Schedule was updated.

81 Chair's Report

The Chair of Corporation stated that another year had been successfully negotiated, with the CEO report showing the breadth of activity, with everything going really well and a credit to all involved, other than recruitment impacting on finances and retention.

It was noted that the Chair of Corporation had attended the Award Ceremonies and saw the positive energy between staff and students and had spoken to some parents, who had told her emotional stories of how the College is benefitting their children.

Attention was drawn to the FEC Summer Newsletter included with the papers and had some interesting case studies and links to ETF training for Governors.

The Chair of Corporation stated that in the next academic year the Corporation will be looking at the College Strategy.

82 Chief Executive's Report

Consideration was given to the Chief Executive's Report, which TW provided an overview of content with input from the Executive, with detail as in the report.

The Chief Executive highlighted:

- The overview of the year, with graduation, the 75th anniversary, awards, trips for students, ceremonies and gives an opportunity to reflect on the positive impact the College has on students.
- Our full inspection with good outcome and graded to say strongly meet skills needs (only 20% of Colleges are) was a fantastic achievement. 74 inspection reports have been published with 38% requiring improvement or inadequate, which is an increase. Ofsted have undertaken the Big Listen.
- The political landscape with a change in Government to Labour.
- On 2 May 2024 York and North Yorkshire became a fully devolved combined mayoral authority with the election of the Labour candidate David Skaith.
- With regard to the priority of high quality education, the College is expecting a more positive picture on achievement and outcomes for learners which will be reflected in the dashboard.
- The NSS survey came back yesterday. Will do some further analysis on benchmarks and have a focus on learning resource and student voice at Q&S Committee.
- In the FE Student Voice Survey satisfaction with teaching on course is 88% which is improved and good.
- With regard to growing income, recruitment has been a key focus.
- Adult budget is the area of high risk and area for concern.

- The financial position remains a challenge.
- Several significant capital projects are underway including AI Learn, T Level Capital Fund, Heritage Conservation Farm and micro anaerobic digester plant and the estates team are doing a great job. MM stated that he had visited the teaching block development.
- With regard to people and culture the Colleague Engagement Week at the end of June had received positive feedback, with a wide range of activities, including a varsity event with York College.
- Governors were thanked for their support over the year.
- That he had signed the Yorkshire IoT sub licence extension letter, with an equal split of membership fee, but may be impacted by new government policy.

83 Student Union Update

The Residential Services Manager reported that two students put themselves forward for SU President. The vote resulted in Kailum Farmery being voted in as SU President. The Freshers' Fair will take place 18 September for new students. There was some really positive feedback from the student residential feedback and some useful points for development, including keeping parents informed, so proposing to send them a newsletter, starting in the next academic year.

The Residential Services Manager stated that there has been an increase in HE mental health issues, which will work with the new CAM on as how best to support.

The student governor stated that he had consulted with students on the student submission for the Access and Participation Plan, which had now been submitted.

The Vice Principal stated that the NSS scores had been received with a 16% improvement on health and wellbeing referrals (11% above the sector). Students are rating resources which are having a positive impact.

DLe left the meeting to take a call.

84 Staff Update

It was noted that the Colleague Engagement Week had gone really well.

Recruitment for the staff representatives for each area will start in the new academic year.

85 Strategy Update – New Key Corporate Measures and targets Update including student recruitment

Consideration was given to the updated Key Corporate Measures and targets.

It was noted that the Governance Dashboard is now available for Governors. The Chief Executive worked through it on screen. ACTION correct link to be added to Teams.

Theme 1 – It was noted that achievement for FE is expected to be improved. Apprenticeships are improved and also expecting improvement in HE.

Attendance for FE is lower than the minimum level of performance. Retention is on track.

Theme 2 – the student voice is improved.

Theme 3 – employer satisfaction has decreased and need to understand why.

Theme 4 - overall staff satisfaction has improved and the streamlined sustainability report will be updated in the Autumn.

With regard to the Finance section it had been reformatted so can drill through to the detail.

The Chief Executive showed the recruitment dashboard and asked Governors how they would like to see the student recruitment and dashboard and whether they needed it more high level. ACTION

The Chief Executive stated that he was confident would hit the recruitment target in light of the positive number of acceptances and hoped it would be above. It was noted that a lot of work had been done to understand what had happened with recruitment the previous year and assurance had been given that these issues have been resolved, so confident will not have the same issue this year.

DLe rejoined the meeting.

The Chief Executive/Principle showed new starts are up, which will have a positive impact over two years. Returners are down, due to lower recruitment last year.

T-Level recruitment is looking positive, which are funded in year and are included in 16-19 figures.

An Independent Governor asked what students applied to before there was a T-Level. It was noted it would have been a technical.

The Chair of F&GP Committee asked are the numbers still right in the budget given what know now. The Chief Finance Officer stated that they are still comfortable with what is in the budget. If get more than target

could do an in year growth case, which would have a positive impact for 25/26.

Apprenticeships are looking strong too.

With regard to HE they are up and if get predicted progression will hit budget (which allows for some withdrawals).

The Chair of Corporation congratulated the Executive and all involved in producing the dashboard which she thought will really help us moving forward with data visibility, useful for making informed decisions and with the strategy.

An Independent Governor asked about visibility on AEB. It was noted it is not on currently on the dashboard. The Governor stated it is important to monitor as there is a pressing need. This will be put in place. ACTION

The Vice Chair of Corporation asked about the T-Level numbers. The Chief Executive stated that once accepted, individuals are unlikely to go elsewhere. There is a risk they don't get the required grades, but there is an option for them to do additional provision for a year. The Chief Finance Officer stated there is a difference in the funding levels, which is what JG was referring to when pausing. Assurance was given that the T-Level would be authorised.

A Staff Governor stated that it was necessary to influence Government to recognise that FE Colleges provide an alternative vocational qualification.

JG joined the meeting via Teams.

86

Special Focus Topic – relevant for Corporation/questions

Julian Gravatt – AoC Deputy Chief Executive (Policy, curriculum and funding) joined the meeting on Teams to give a sector overview, the financial challenges and early post election thoughts.

It was noted that:

- There is a lot of continuity from shadow teams to ministerial offices, but personalities matter in the centralised system.
- Bridget Phillipson is the new Education Secretary her aim is to do a comprehensive strategy for post 16 education.
- Jacqui Smith Minister of State for Skills.
- Kings Speech 17 July 2024 where Education Bill will likely be in the mix.
- AoC 100 day ask list includes three urgent issues, pause and review qualifications reform, funding so that colleges can match school teacher pay rise, fund 16-18 growth in year. Also review Maths and English, review approvals needed for colleges and LGPS guarantee.

- Departmental budgets run out March 2025.
- Spending statement in July.
- Will be lots of tough spending choices for DfE – falling school rolls, high needs, early years rising, 16-18, skills, university funding.
- Business as usual until decisions made to change things.
- 2024-5 funding allocations and rules already published. In year growth not in the published rules, but is normally paid.
- Three sizeable changes already scheduled for 2025/6 inc tighter rules on English and Maths.
- 10 Mayors in place most of which are Labour.
- More and deeper devolution expected which makes things more complicated.
- Labour has promised a pause on qualification reform and then a review.
- College finances are worsening. 8 colleges with financial health notices to improve, several colleges discussing payment advances, pressure on pay costs, price hikes in major purchases, additional 16-18 and pension funding protected.
- Remember to maintain solvency and agree strategy.

The Vice Chair of Corporation asked in the year and a half prior to the election Colleges were getting to parity with schools and universities. Is there now a risk that university solvency will pose a risk to the momentum. JG thought there is a risk and they are looking at a solvency regime similar to the FE sector.

The Chair of Corporation stated that Government is talking about opportunities and skills and are Colleges seen as part of the solution. It was thought that DfE have reformed and responded to Government policy, having been predominantly a schools department, which brings positives and negatives, but for a land based College there are other voices to, eg the Farm to Fork DEFRA agenda.

An Independent Governor asked what the future of LSIPS is as funding runs until 2025. It was noted that Combined Authorities have to produce local growth plans. It was thought this also brings a business voice in to the mix.

JG was thanked for his insights and he left the meeting. There was a break.

87 Finance and General Purposes Committee 19 June 2024, Budget/CFFR/Covenant Letter, P10 Management Accounts, CDOG, Capital Expenditure Update, Santander Amendment Letter
Consideration was given to the Finance and General Purposes Committee key messages, the Budget/CFFR report, P10 management accounts and Santander Amendment Letter.

The Chair of F&GP Committee stated that:

- The Committee recommended the budget for 24/25 and forecast 25/26. The changes on the report since the Committee were noted, along with the downgrade in financial health to requires improvement.
- With regard to the historic pension provision, it had been approved that the rectification work should continue on the basis of the database held, based on reasonable endeavours. May need DfE approval depending on where it outturns.
- It was noted that in line with the Corporation approval for the project, the Committee had approved the following:
 - the appointment of RK Builders to be the contractor for the Science and Jubilee Buildings. The contract works include replacement windows and doors in the Science building, and a full refurbishment of the changing room and some replacement doors in the Jubilee building. The works are planned to commence over the Summer break in preparation for the new academic year. The contractor has asked for the College to sign a letter of intent prior to exchanging the formal contract, so they are able to place orders for the manufacture of windows and doors to guarantee summer installation.
 - Ben Johnson Limited to be the contractor for the LRC which includes design, contract works, decoration, CDM Coordinator, building control fees (the latter two are estimates at this stage and are subject to small changes). In addition, IT equipment will be supplied to this area and funded by the T level Specialist Equipment Fund.
 - Complete Building Solutions to be the contractor for the LED lighting programme. The work was informed by the independent energy audit commissioned with E.ON in 2023 and the costs are being partially funded through two capital allocations, as outlined in the paper to F&GP in June 2023, with the balance funded by reserves.
 - The appointment of Agilico for a new 5-year 60 month contract, this will replace our current leased multifunction devices and print management soft-ware, which includes maintenance, break-down and toner. The annual value is covered by the IT revenue budget and on top of this is a price per copy driven by printing usage.

The Chief Finance Officer referred to the Management Accounts and stated that the outturn will be in line with the budgeted position and forecast of a deficit, including the cost of removal of the portacabins. The Chair of F&GP Committee stated that costs are well controlled, but income is weak and it is the same with the new budget.

An Independent Governor asked about the downgrade in financial health and what drives it and wondered if could change the covenant position could it alter the position. It was noted that it is due to EBITDA and the cash earning to reinvest. As not making cash automatically reduces the financial health.

Another Independent Governor asked if the downgrade will impact on being able to bid for capital. It was noted that at the Annual Strategic Conversation it was raised and not thought to.

The Vice Chair of Corporation asked about the areas of underspend. It was noted that it is across the College, but the two main areas are exam fees and teaching costs.

It was recommended that the CFFR containing the FY 2024/25 budget and FY 2025/26 forecast be agreed for return to the ESFA by 31 July 2024. It was noted that much work had been done in taking the F&GP Committee and College on the journey, with the biggest area of risk being AEB. It was noted that the Q3 forecast had been used as the budget position. If do achieve student numbers should achieve good financial health, but will be a challenge. Since presentation and consideration by F&GP Committee it was noted that there had been a small change in that the Pensions provision has been reduced in the Balance sheet, to account for some invoices that have been paid in this year. This has not changed the Income statement, but has changed the Balance sheet. Figures at the year end are unchanged from the previous version, but the balances in year have meant there are also some small changes in the cash flow (Cashflow is better off than the version that went to F&GP). The CFFR pages that have changed are Financial Statements, ratios and cashflow. All amended versions were included with the meeting papers.

The Chair of F&GP Committee stated that there are risks, but the income looks more realistic than previously.

The Chief Finance Officer stated that priority is being given to student recruitment.

Resolved: Following scrutiny the CFFR containing the FY 2024/25 budget and FY 2025/26 forecast was agreed for return to the ESFA by 31 July 2024.

It was noted that the College had been in discussion with its bankers Santander UK Plc, the outcome of which had been a facility agreement to amend the covenant position document, dated 27 June 2024, to waive the debt service cover covenant, so the testing of the debt service cover covenant set out in clause 20.2.1 shall be waived in respect of financial year end 31 July 2024 only and clause 20.2.2 will be deleted and replaced which the Corporation were asked to consider and authorise the College's execution of the final facility agreement between Santander UK Plc and Askham Bryan College, which was being legally reviewed, externally to be in place for 31 July 2024.

It was noted that the facilities with Santander UK Plc are not new and what is under consideration is an amendment to existing arrangements

over the covenants. It was also noted that the facilities are secured against the campus and land owned by the College and were within the powers of the Corporation, in the best interests of the College.

Resolved: The Corporation unanimously voted FOR the Facility Agreement dated 27 June 2024 to be approved, with it being in the best interests of the College and within the powers of the Corporation, with Maureen Vevers (Chair of Corporation) and Tim Whitaker (Principal/Chief Executive Officer/Accounting Officer) as members of the Corporation, being authorised to sign as Authorised Signatories on behalf of the Corporation, the Amendment Letter to be entered into between the College and Santander UK Plc.

It was thought managing the relationship with the bank was key.

It was noted that once know student numbers will have a further conversation with both banks as looks like there could be further breaches.

It was noted that there was nothing more to report on Capital, other than the Electric Cow tender had resulted in increased costs which are being managed.

Resolved: The transport tender to be considered by F&GP Committee for approval by electronic means and recognition at the next Corporation meeting.

88 Audit Committee 18 June 2024, External Audit Plan, Internal Audit Tender and Risk Register

Consideration was given to the Audit Committee key messages.

Resolved: Approval was given to:
the External Audit Strategy Memorandum, which TS duly signed.
the Strategic Risk Register and amended Risk appetite statement.
the following policies and procedures:

- Data Sharing Policy 2024 – 2025;
- Data Sharing Procedure 2024 – 2025;
- Freedom of Information Policy 2024 – 2025;
- Freedom of Information Procedure 2024 – 2025;
- Subject Access Request Policy 2024 – 2025;
- Subject Access Request Procedure 2024 – 2025.

• That based on the scores in the internal audit tender process that WBG be awarded the contract.

The Chair of Audit Committee asked if non Audit Committee members at Corporation sufficiently understand Audit and is there enough focus at Corporation on risks in relation to the strategic themes, or is there an expectation that the Audit Committee are covering it. It was proposed to

highlight risk more and what doing to mitigate them and that an external party or MP attend an Away Day to undertake a risk appetite session or at a Special Focus Topic at Corporation, particularly to focus on the risks that are over appetite. It was noted that it is the Corporation Strategic Risk Register. The Chair of Corporation agreed and for it to appear on agenda for a more in-depth view annually, but for it to be continued to be flagged at each Corporation meeting. ACTION

Pension discount rate is an area for Governors to watch and also the risk of pension contributions, if not funded.

An Independent Governor asked if in the internal audit process it was understood what they were quoting for. The Chair of Audit Committee confirmed that the criteria was set and used the framework so not an open market tender. The Chief Finance Officer confirmed she thought it was robust too.

89 Q&S Committee 20 June 2024 Quality/FE update and HE update for anything since Q&S Committee

Consideration was given to the Q&S Committee key messages.

Resolved:

Corporation approval was given for the following Policies and Procedures:

- Academic Malpractice, Misconduct and Maladministration Policy (FE& Apps);
- Academic Malpractice, Misconduct and Maladministration Procedure (FE&Apps);
- Student Protection Plan;
- Use of AI Policy;
- Transgender Policy for staff. It was noted this had been discussed at the JCC meeting and was considered forward thinking and led to a positive discussion with a useful idea to be included, noting this is for staff not students where more work is needed;
- Complaints Policy (updated);
- Complaints Procedure (updated);
- HE Student Complaints Policy;
- Accreditation and Recognition of Prior Learning Policy (HE);
- HE Academic Appeals Policy;
- HE Academic Appeals Procedure;
- HE Academic Misconduct;
- HE Admissions Policy;
- HE Admissions Procedure;
- HE Assessment Policy;
- HE Mitigating Circumstances Policy;
- HE Quality Assurance and Enhancement Procedure;
- HE Student Hardship Fund Procedure;
- HE Student Reasonable Adjustments Policy;

- Student Transfer Guidance (HE);
 - Summary on Higher Education (Freedom of Speech) Act 2023.
- Guidance has been issued on the use of Senso and Smoothwall (implemented as result of DfE mandatory filtering and monitoring (KCSIE 2023)).
- AEB provision is a risk, with some provision in budget, but as yet unplanned and staffing is also a risk.
 - The first students have been awarded under FDAP.
 - A new HE dashboard aligned to OfS requirements is being developed.
 - The OfS have been notified of Gateshead as a new Centre as a reportable event.
 - HE attendance and register compliance is an area of focus and there has been a number of data quality enhancement initiatives.
 - Positive outcome from RCVS accreditation with no open actions.
 - Two new regulations are coming through on Freedom of Speech and Sexual Harassment.
 - English and Maths will be a Committee area of focus at the next meeting.
 - College achievement is expected to be improved.
 - Quality First Teaching Framework is working well.
 - Everything is expected to be in place by mid July to be able to deliver T-Levels from September.
 - The Committee is reviewing its Terms of Reference and Focus.

The Vice Chair of Corporation/Chair of Q&S Committee highlighted the AEB and risk and concern from the Committee and monitoring. Risk has increased over the year.

The Vice Principal provided an update on the key actions as actively recruiting staff and seeing applications coming through for permanent and sessional staff. New provision approval is going through. Recruitment process for students has started too, raising awareness and skills, adult page on website and social media campaign. Lot of activity is happening and focussing on key areas of risk recruiting staff and students. Access to HE provision and expect final sign off tomorrow and start recruitment for those students. Conservative on the number of students will expect on that. Once online is proven can add to this. Also monthly phased report over the seven streams of income and should be in place by the end of August and feed in to the dashboard.

DLe left the meeting.

The Assistant Principal for HE/Academic Registrar joined the meeting and consideration was given to the Access and Participation Plan (APP) document, to run from September 2025 until August 2029, aligned to the new expectations of the OfS regarding our approach to equality of

opportunity for HE students, subject to OfS approval. It was noted that this had been produced following the general overview presentation to the Corporation at the May Corporation meeting and outlines the context of us as a small specialist provider with the key risks to equality of opportunity, identified through data analysis and mapping against the OfS equality of opportunity risk register and centre on improving access to HE and land-based HE for students from a range of ethnicities and male students from under represented postcodes. Also to improve rates of completion for socio-economically disadvantaged students and attainment for students who report a disability.

It was noted that since the May presentation there has been a review of volume of targets and there are now three intervention strategies, widening access through collaborative outreach, promoting access through career centred mentoring and facilitating outcomes through enhanced academic and non academic support, with a strengthened rationale and evidence to identify risks, no change to financial, but in a different format.

Thanks were expressed to YFD for the evident hard work in producing a comprehensive document. It was noted that is the same requirement as for a university, but the YFD is seen as pushing the agenda forward for Colleges.

The Vice Chair of Corporation/Chair of Q&S Committee asked how hard are the targets/challenge to achieve. YFD stated that she thought it was realistic, without being unachievable, having looked at our own regional context and historical data to inform the targets and trying to close small gaps. Some are being piloted now so will give it time to work and will see progress.

Resolved:

The Corporation approved the plan content and FIT document, subject to final sign off by the OfS accountable Officer (Tim Whitaker) following minor changes in relation to document formatting/branding, full proof-reading and any comments or considerations required after governor review for submission to the OfS. Once approved by the OfS a plan summary will be due within 30 days and Corporation approved that this could be signed off by HEAB.

It was noted that there will also be a student submission that does not require formal sign off, but will be reviewed prior to the student representative submitting the documentation.

The Assistant Principal for HE/Academic Registrar left the meeting.

Corporation Meeting Self Assessment

The Chair of F&GP Committee stated that he had visited Cyberscape and estates are doing an amazing job.

It was noted that the Vice Chair and Director of Governance would be meeting with potential candidates for the Peridot recruitment exercise for the College to find a Governor with a detailed understanding of the education sector with specific knowledge/experience and skills in Further Education, who is steeped in FE senior leadership experience, particularly curriculum and quality, before arranging for them to meet the Chairs' Committee in person.

Consideration was given to the recommendation for PH to join the Corporation as a Shadow Governor as part of succession planning.

Resolved: The Corporation approved to

- Appoint PH as a Shadow Governor as part of succession planning.
- Extend MP term of office by 4 years.

It was noted that it was time for the Corporation to self assess its own performance over the last 12 months to check Governors understanding of the work, role and responsibilities of the Corporation and in order to monitor the Corporation's effectiveness and ensure it is fit for purpose.

Consideration was given to the Duties and Responsibilities.

The Key Performance Indicators Report thought to be appropriate included the following for discussion:

- Attendance – For 2022/23 was 78% (target 80%).
- Length and number of meetings – this was thought to be right at 5 meetings a year inc Away Day.
- Agenda and papers – These were thought to be improving and include the information needed in an appropriate format to undertake the role effectively. It was thought the dashboard would also help.
- Appointment – the vacancies aligned to the skills audit was noted. Succession planning was thought to be making progress with Co-optee and shadow governors.
- Register of Interests – there were no concerns regarding Register of Interests.
- Training and Development – There were no further training needs identified to those that had already been identified and in Special Focus Topics for Corporation meetings
- Does the Corporation fulfil its function? Corporation members thought they fulfilled their function and provided good quality contributions.

91 College Company 10 June 2024 Meeting

Consideration was given to the College Company Meeting Minutes from 18 March 2024. The Farm and Wildlife Park were considered great resources for students. It was noted that the weather and milk price have been challenges. Slurry stores/pits need to be covered by 2027.

- College Company Limited expected to end the financial year as a loss. Next year forecasting a loss.
- • Wildlife Park expected to end the financial year in surplus. Next year forecasting a surplus.
- • Kennels forecasting a loss. Next year forecasting a surplus.

92 Policies and Procedures

Resolved: Having been through Policies and Procedures group, the following policies and procedures were approved:

- Conflicts of Interest (Corporation, Governors and Senior Staff) 2024 - 2026
- Governor Training and Development Policy 2024 - 2026
- HE Academic Misconduct Policy and Procedure 2024 - 2026
- Procedure for complaints against the Corporation, Governors and Clerk to the Corporation 2024 - 2026
- Freedom of Information Act Policy 2024 - 2025
- Freedom of Information Act Procedure 2024 - 2025
- Subject Access Request Policy 2024 - 2025
- Subject Access Request Procedure 2024 - 2025
- Complaints Policy 2023 – 2025
- HE Student Complaints Policy 2024 - 2026
- Risk Appetite Statement 2024 - 2025

93 Confidential Items – External Members Only

Members agreed aspects of minute 82 should be classified as confidential along with the Remuneration Committee.

There was a confidential session for Independent Members only.

94 Any Other Business

There were no further items related to Safeguarding, EDI, Health and Safety to bring to the attention of Corporation not elsewhere on the agenda.

The Chief Finance Officer stated that the College had been awarded Phase 5 LCSF funding to support the College's journey to net zero.

David Lynch was thanked for all his hard work and commitment to the College, providing a voice of reason, having joined the Corporation in 2015 and sat on the Audit Committee as well as the Finance and General

Purposes Committee, but was now stepping down having completed the maximum length of service. David stated that he has got as much out of doing the role as he has given it and really enjoyed it.

95 Date and time of next meeting

17 October 2024 – Register of Interests/EDI

12 December 2024

13 March 2025

19 May 2025

10 July 2025

SB, LB, JS, RH, TA left the meeting.

Date Action Raised	Minute No	Action required	Responsible	Deadline
Current				
11/07/24	85	Add correct link to Governance dashboard in Corporation Teams and for Governors to consider how they would like to see the recruitment data.	TA/JC	09/24
11/07/24	85	AEB monitoring to be included on dashboard.	SS	Autumn Term
11/07/24	88	An external party or MP to undertake a risk appetite session either at an Away Day or at a Special Focus Topic at Corporation.	JC/MP/TS	07/25
Pending				
20/05/24	65	Produce a programme for staff update section at Corporation meetings.	DLe/TA/JC	10/24
14/3/24	48	In the Gender Pay Gap Report state how if remove casual/part time staff it affects the outcomes.	LG	'25
14/12/23	28	Provide detail on how reducing carbon emissions. 14/3 move to pending. 20/05 ongoing. 11/7 will produce an annual report in Autumn Term for F&GP Committee and then Corporation on carbon reduction.	EB, LH, MM	
22/07/19	100	Corporation members to undertake cyber security training during the board portal process. 14/12 Taz will provide an update at the meeting on access to Teams so training will also be put in place alongside.	JC/Governors	07/22
Cleared				
20/05/24	68	Adult Budget update to be provided to the Q&S Committee.	LB	06/24

I certify that this is a true and accurate record of the meeting held 11 July 2024 and agree to them being made public on the Askham Bryan website.

Signed
Chair

Date