

PRESENT:

Sally Dicketts (3/3)
Chris Jones (2/3)
Eve James (1/3)
Nina Robinson (2/3)
Malcolm Wicks (3/3)
Julia Von Klonowski (2/3)
Andy Stone (3/3)
Sue Sturgeon (3/3)
Ben Sims (3/3)
John Cope (1/1)
David Goosey (1/1)
Emma Shipp (1/1)

Chief Executive Officer
Chair of the Corporation

IN ATTENDANCE:

Steve Ball
Lee Nicholls
Cheri Ashby

Chief Finance Officer (*as indicated in the minutes*)
Deputy Chief Executive Officer (*as indicated in the minutes*)
Group Executive Director, Surrey Lead (*as indicated in the minutes*)

MINUTE
NO.

ACTION

3. Declarations of Interests, Gifts and Hospitality

No interests, gifts or hospitality were declared.

4. Minutes of Part I of the Meeting of 09 December 2019

The minutes of Part I of the meeting of 09 December 2019, having previously been circulated to the Board, were approved as an accurate record of the meeting. **All members were agreed.**

5. Matters Arising from Part I of the Meeting of 09 December 2019

**MINUTE
NO.**

ACTION

Director of Activate Apprenticeships (MDAA) assured the Board that processes and handling of employers had been strengthened in response to external challenges. The Board noted that the sector remained variable and highly challenging, and agreed that the strategic approach to apprenticeships should be considered at the Governors' Away Day, in light of sector developments, profitability and public benefit.

Action: Agenda item, May Away Day: Apprenticeships Strategy

Clerk

KPIs

The Board received the Strategic KPI Summary, which was taken as read, and the DCEO highlighted the key risks to achieving the strategic KPIs and relevant mitigations. The Board sought and received clarification around the definition of 'meaningful employer encounters'.

A governor raised a concern over the use of the title 'Technology' for the faculty which included engineering and construction as well as IT, noting the potential for confusion with students and businesses who may interpret technology as specifically digital. The governor was assured that the name was used internally only, but would be reviewed in light of the concerns raised.

The Board briefly considered the setup of the Activate Learning website, and advised that prospective students and parents should be included in research to inform website developments.

8. Improvement Plan Progress Update

The Board received the Improvement Plan Update, which was taken as read, and the DCEO reminded members of the self-assessment and improvement plan process. The DCEO highlighted areas of good progress and areas showing less progress.

Surrey Colleges

The Group Executive Director Surrey Lead tabled an infographic detailing key progress measures for the Surrey colleges and a Quality Improvement presentation. The Group Executive Director Surrey Lead advised that an Ofsted Monitoring Visit to the Surrey colleges was anticipated in the near future, which would focus on improvements in Teaching, Learning and Assessment. The Board noted work underway to drive quality improvements and the key risks to progress in apprenticeships, English and maths, Technology and infrastructure at Merrist Wood. The Board were assured that a robust and intensive improvement plan was underway to address those risks, and thanked the Group Executive Director Surrey Lead for her work.

9. CEO Report

The Board received the CEO Report, which was taken as read.

10.

MINUTE
NO.

ACTION

12. Health & Safety Update

The Board received the Health & Safety Update, which was taken as read.

13. Safeguarding Update

The Board received the Safeguarding Update, which was taken as read.

The meeting was adjourned at 17:25 and reconvened at 17:30.

6.

The meeting closed at 18:10.



Chair

..... Date16 July.....

Summary of Actions

Action	Responsible
Circulate a summary of the ESFA submission to the Board	CFO
Agenda item, April Corporation meeting: Pensions Strategy	Clerk
Agenda item, May Away Day: Apprenticeships Strategy	Clerk
Send any ideas for agenda items or focus points for the Governors' Away Day to the Clerk	ALL