

MINUTES OF THE CORPORATION BOARD MEETING
HELD ON FRIDAY 14 OCTOBER 2022 IN THE EXCHANGE BOARD ROOM / VIA
MICROSOFT TEAMS

PRESENT:

Lillian Croston	Chair
Paul Levet	Vice Chair
Dr Fazal Dad	Principal and Chief Executive
Mark Allanson	Member
Paul Fleming	Member
Catherine Hill OBE	Member
Khadija Ibrahimova	FE Student Governor
Chris Johnson *	Member
Michael Lee	Business Support Staff Governor
Andrea Machell	Member
Mark Moren	Academic Staff Governor
Paul Morris	Member
Arif Patel	Member
Taiyab Sufi *	Member
Steve Waggott	Member

IN ATTENDANCE:

Jennifer Eastham	Vice Principal: Finance and Corporate Services
Nicola Clayton	Director: Business Development and External Engagement
Rachel Tarplee	Vice Principal: Curriculum and Quality
Sarah Horeesorun	Director of Governance
Jean Tracy	Observer

* indicates attendance via Microsoft Teams

The meeting started at 14:00 and was quorate.

The Chair welcomed everyone to the meeting and extended a special welcome to Andrea Machell and Khadija Ibrahimova as it was their first attendance at a Corporation Board meeting.

The Chair noted that this was the last Board meeting for Jean Tracy and thanked those who had attended her farewell dinner the night before, remarking that it was a convivial occasion.

For the benefit of Board members who had been unable to attend the Board Seminar that morning, the Chair summarised the presentations saying that the Safeguarding training was helpful and something that all members should complete annually. She added the Skills for the Future presentation and discussion was thought provoking.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Ram Gupta and Dr Zubair Iqbal.

2. DECLARATION OF CONFLICTS OF INTEREST

The Chair advised those in attendance that should members of the Corporation Board become aware of any potential conflicts of interest, they should be disclosed at the earliest opportunity during the meeting.

3. MINUTES OF THE CORPORATION BOARD MEETING HELD ON 1 JULY 2022

Paul Fleming requested that the minutes be updated to reflect that he was a member. The Board agreed that after this correction, the minutes of the Corporation Board meeting held on 1 July 2022 would be **ACCEPTED** as a true and accurate record and duly signed by the Chair.

4. MATTERS ARISING

There were no matters arising, the Board having noted the status of actions from the previous meetings.

The Chair reminded Board members that a number of items had been discussed in detail at the various Committee meetings, as indicated on the agenda. It was **AGREED** that Item 17 – 27 would be taken at the end, after the Part II Items, though the minutes would be recorded in agenda item order.

5. (i) UPDATE ON BOARD AND COMMITTEE MEMBERSHIP

The Chair provided feedback on the interviews of two prospective Governors. Mr David Swift was a strong candidate with extensive Audit experience. Ms Fran Crossland was impressive at interview and would add a valuable Human Resources perspective to the Board.

Having considered the Report and noting the recommendations of Governance Panel, the Board **APPROVED** the appointment of:

- Mr David Swift as a co-opted member of Audit Committee, his term of office being from 1 April 2023 until 31 March 2026. David Swift would be invited to attend the Audit Committee meetings as an Observer, prior to his appointment as a co-opted member; and
- Ms Fran Crossland as a member of the Corporation Board and of the Policy and Resources Committee, her term of office being from 14 October 2022 to 31 March 2025.

The Board **RATIFIED** the appointment of Khadija Ibrahimova as the Further Education Student Governor and member of the Corporation Board and Audit Committee for the term of office starting 14 October 2022 to November 2023. The Board was informed that the election of the Higher Education Student Governor was ongoing, there having been no candidates in the first round, and that an update would be provided at the meeting in December 2022.

(ii) REVIEW OF ELECTION PROCESS FOR STAFF AND STUDENT GOVERNORS

The Director of Governance talked the Board through the proposed changes to the document supporting the Election Process for Staff and Student Governors, highlighting that there were no proposed changes to the process itself, only to job title – Director of Governance replacing Clerk to the Corporation. The proposed changes were highlighted in the two attachments reviewed by the Board.

The Board **APPROVED** the

- proposed changes to the Method of Election for the Staff and Student Governors as detailed in the Report and attachments.

6. (i) RISK REGISTER 2022/23

The Vice Principal: Finance and Corporate Services presented the Risk Register and talked through the proposed changes considered by the Audit Committee at its meeting on 20 September 2022. The Board noted the risks currently rated as red, that no new risks had been identified and the proposal to merge R1 – Failure to meet enrolment targets (all areas) and F2 – Failure to meet income targets. The College also proposed that C4 – Insufficient focus on Academic Governance – be deleted, noting the strong Board and management which were in place and that Ofsted ‘Good’ had been delivered.

The Principal and Chief Executive reminded the Board that, as noted in the minutes of the Board meeting held on 22 March 2022, he had written to the OfS regarding the removal of the current Condition B3, but that the OfS had replied to say that the College would be assessed against the new Condition B3 and that it would not remove the current condition.

In their consideration of the risks, Board members noted that the new B3 requirements had just been released and that the Board needed assurance that achievement, progression, retention and graduate outcomes were being recorded. Reporting of performance against the B3 requirements would continue to be included on the agenda for Learning and Quality Committee.

Action: Vice Principal: Curriculum and Quality

There was a concern raised about the impact of industrial action on the quality of teaching and learning and learners progress and how this was being assessed. It was **AGREED** that the Risk Register would be amended to include this risk.

Action: Vice Principal: Finance and Corporate Services

Board members also suggested this be discussed at a future meeting of the Learning and Quality Committee.

Action: Vice Principal: Curriculum and Quality

A member of the Board noted the discussions which had taken place at Audit Committee relating to cyber attacks and on the need for the Board to be aware of the change to the risks that this posed. The Vice Principal: Finance and Corporate Services informed Board members that RSM would be scoping an audit on Cyber Security Key Controls to start in December 2022.

The Board noted the status of the risks as detailed in the Risk Register at Appendix One, and **APPROVED** the Risk Register and the proposed amendments as set out in the Report and as requested by the Board (above).

(ii) RISK MANAGEMENT ANNUAL REPORT 2021/22

In discussion of the Report, Board members commented that the risks identified in the Report were similar to those of other institutions.

The Vice Principal: Finance and Corporate Services added that the Internal Auditors, RSM, had recently concluded two audits, those being Governance and Risk Management, and Safeguarding. The outcome of those audits was that there were no recommendations or management actions. The Board acknowledged the good outcomes, noting that the final reports, if available, would be considered by Audit Committee at its meeting on 22 November 2022.

The Board **APPROVED** the Risk Management Annual Report 2021/22 as recommended by the Audit Committee.

(iii) AUDIT COMMITTEE ANNUAL REPORT 2021/22

The Annual Report of the Audit Committee for 2021/22 was received which provided a summary of the activity that had taken place relating to the financial year under review, in line with the Post 16 Audit Code of Practice (ACoP); including how Audit Committee had performed against its Terms of Reference. The Report had previously been considered by Audit Committee at its meeting on 20 September 2022 and would be submitted to the ESFA with the final accounts.

It was confirmed that the Audit Committee had met its obligations during the year.

On the recommendation of Audit Committee, the Board **APPROVED** the Annual Report of the Audit Committee for 2020/21 and noted that it would now be signed by the Chair of Audit Committee.

(iv) REGULATORY AUDIT 2022 – SELF-ASSESSMENT QUESTIONNAIRE

The Vice Principal: Finance and Corporate Services introduced the Report and talked the Board members through the requirement to make a statement on regularity, propriety and compliance with the annual Financial Statements. The completed questionnaire attached to the Report had been considered by the Audit Committee at its meeting on 20 September 2022 and once approved by the Board would need to be signed by the College Accounting Officer and Chair of the Corporation Board before submission to the External Auditors as part of their year-end work.

The Board **APPROVED** the Regularity Audit 2022 - Self-Assessment Questionnaire and this was duly signed by the Chair of the Corporation.

7. (i) DRAFT MANAGEMENT ACCOUNTS – YEAR-END POSITION 2021/22

The Vice Principal: Finance and Corporate Services confirmed that the College remained at a breakeven position, cash balances remained healthy and the FE Commissioner metrics and loan covenants continued to be met. The Report had been considered by Policy and Resources Committee at its meeting on 26 September 2022.

The Board **APPROVED** the Management Accounts for the period ending 31 July 2022 (pre-finalisation), as recommended by Policy and Resources Committee.

(ii) MANAGEMENT ACCOUNTS – PERIOD ENDING 30 SEPTEMBER 2022

The Vice Principal: Finance and Corporate Services provide a verbal update to the Board for this item, confirming that the Management Accounts would be circulated to members by email the following week. In discussion, Board members commented on HE and Staff recruitment, the challenges of the cost of living and energy price increases. The Vice Principal: Finance and Corporate Services confirmed that she was working with Finance Colleagues on a savings plan.

The Chair thanked the Vice Principal: Finance and Corporate Services and her Team for their work on managing the College finances effectively.

(iii) HUMAN RESOURCES (HR) ANNUAL REPORT 2021/22

The Vice Principal: Finance and Corporate Services presented the Report and talked through the headline information. A Board member enquired if the College benchmarked staff turnover data. In her response, the Vice Principal: Finance and Corporate Services confirmed that the College did benchmark against the AoC and other NW Colleges and that she would check if the AoC benchmark data used was the most recent*.

*Post meeting update: The Vice Principal: Finance and Corporate Services checked and the latest AoC benchmark data available was for 2019/20 and this had been used in the Annual Report presented.

There was discussion of staff vacancies, particularly in those areas where there was a national skills shortage, for example, Brickwork. Members acknowledged the College strategies in place to fill staff vacancies and reduce or actively manage staff sickness absence.

When reviewing the Staffing Profile in Appendix One, the Chair sought a correction in 8.1A where it stated that 31 cases was a reduction from 20.

Action: Vice Principal: Finance and Corporate Services

The Board **APPROVED** the Human Resources Annual Report 2021/22 with the proposed correction.

(iv) MODERN SLAVERY ACT (BOARD STATEMENT)

The Board **APPROVED** the use of the Slavery and Human Trafficking Statement as proposed in the Report and recommended by the Policy and Resources Committee in its meeting on 26 September 2022.

The Statement would be signed by the Principal and Chief Executive as Accounting officer and would be published on the College website to ensure continuing compliance with the Modern Slavery Act 2015. The statement was duly signed by the Principal and Chief Executive.

(v) GOING CONCERN STATEMENT

The Vice Principal: Finance and Corporate Services presented the Report. Board members discussed and confirmed that there were no material uncertainties leading to significant doubt about going concern and confirmed that going concern be assumed when preparing the Financial Statements, with a statement to this effect included in the Financial Statements.

The Board **APPROVED** the Going Concern Statement as proposed in the Report and recommended by the Policy and Resources Committee in its meeting on 26 September 2022.

(vi) SCHEME OF DELEGATION

The Director of Governance introduced this Report and highlighted the key changes proposed to the attached Scheme of Delegation and explaining that the changes were identified in the annual review of Committees' Terms of Reference.

The Board **APPROVED** the proposed changes to the Scheme of Delegation as recommended by the Policy and Resources Committee in its meeting on 26 September 2022.

8. CHAIR'S REPORT

The Chair reflected on her visit to the College in August when she had observed a meeting of Senior Staff analysing the A level results and planning appropriate action to help those students who needed it. She remarked that it was pleasing to see the Team in action and that the restructuring of the leadership team had proved effective, with the Vice Principal: Curriculum and Quality taking the initiative and staff joining forces to deliver a more focused approach.

In her narrative, the Chair said that the Term had started well with the opening up of the Exchange Centre. This dramatic transformation was delivered in a really short time, and informal feedback from students was that they were really impressed, liked it and were

adjusting to the new ways of working in the space. The Chair had observed students treating the spaces well and using it appropriately. Feedback from the Learning Resources Assistant supported these observations and she confirmed that log-ons in the library had increased three-fold. The Chair congratulated the Vice Principal: Finance and Corporate Services for delivering a first-class resource so quickly – a sentiment echoed by Board members.

The Chair noted that Dr Dad had relocated, and that his new office location in the Beacon Centre meant that he was more visible and accessible to students and staff.

The Chair confirmed that she had completed the Principal and Chief Executives' annual appraisal, and the Board supported the continued vote of confidence in the Principal and Chief Executive.

The Chair thanked the Board members for their support and for completing the individual Governor Self-Assessments. Many had commented on the need to slim down the number and size of reports and the Chair assured members that this was something that the College was trying to do whilst at the same time ensuring that members were kept fully informed.

Looking ahead, the Chair said that the Board Seminar had re-emphasised the developing skills agenda, and welcomed Ram Gupta's acceptance to be the College's Skills Link Governor.

The Chair mentioned that her term of office finished in 2024 and that Succession Planning was a standing item on the agenda of each Governance Panel meeting, but Board members were asked to consider if they wished to take on the role in the future.

Feeding back from the AoC Conference for Principals and NW Chairs, the Chair said that there had been common themes amongst the list of concerns, including staffing and staff retention, funding and pay awards, and colleges returning to Local Authority (LA) control. The Principal and Chief Executive suggested that colleges returning to LA control be an agenda item for a future Policy and Resources Committee meeting.

Action: Principal and Chief Executive

And finally, as this was Jean Tracy's last Board meeting, the Chair wished the following to be recorded in the minutes:

'We are saying farewell to a consummate professional who has given 31 years to the College. Jean has been efficient, totally reliable and a wonderful guide and advisor to us all. She has high standards in everything that she does and the gracious yet confident way she deals with us has been truly outstanding. We wish her all the very best for her future retirement. As she leaves, we must also welcome Sarah Horeesorun who has begun well and is quickly picking up the reins.'

9. REPORT FROM THE PRINCIPAL AND CHIEF EXECUTIVE

The Principal and Chief Executive presented his Report which included the latest on student data for 2021/22, support available to improve standards and quality, and curriculum development, including T-level qualifications. The Report also provided an update on Building and Capital projects.

The commentary on Student Performance at Annex A provided the Board with the latest information on achievement rates for academic courses, and for High Needs students, Apprenticeships and HE student performance. The Board noted that English and maths remained an issue for the College.

In reviewing the Student Performance data, the Board was reminded that this was the first year since the Covid pandemic that all exams had been re-instated and for most students it was their first experience of exams, let alone exams under strict exam conditions. National outcomes had

decreased overall and the DfE expectation was that all exams would revert to pre-2019 achievement rates.

The Report recognised the good achievement rates and acknowledged areas for further improvement. In discussion, it was recognised that Teaching and Support Staff had worked tirelessly to support students and that student motivation and attendance were challenges.

The Board wished their thanks be passed on to Teaching and Support Staff for the good achievements and outcomes.

In discussions, Board members acknowledged the challenges around HE and progression to a higher skilled job, career improvement or further study and suggested the need for a mechanism to keep in contact with alumni.

Action: Principal and Chief Executive

The Principal and Chief Executive informed the Board that the three T-Levels to be available from September 2023 would be Digital, Early Years, and Health and Social Care.

The Board noted that the updates on the Victoria Building and Capital Projects in the Report.

The Chair thanked the Principal and Chief Executive for his Report.

10. STAFF GOVERNORS' REPORT

The Board considered the items covered in the Staff Governors' Report. Whilst the Staff Governors were aware of the many positive matters, they had wanted the Report to look at current issues including staff and HE recruitment and issues around staff induction and out of date I.T. equipment. Issues around staff recruitment had been discussed in Item 7(iii) Human Resources. The Staff Governors were asked about the HE recruitment and they commented that perhaps the College needed a different approach and that the new Director of Marketing and Communications might suggest a fresh alternative. The Principal and Chief Executive was not aware of any issues around staff induction, but would take this action to the Head of Quality.

Action: Principal and Chief Executive

The Principal and Chief Executive acknowledged that the College did need to invest in new I.T. equipment and informed Board members that a number of A' level staff were piloting a new agile working approach. Announcements to staff about the roll-out of the agile working approach and new I.T. equipment would be made incrementally on completion and evaluation of the Pilot. The Board agreed that this was a good way forward.

11. STRATEGIC PLAN

The Vice Principal: Finance and Corporate Services introduced the Report which covered a progress update on the Annual Operating Statement as at 31 July 2022 and the proposed targets and actions for 2022/23.

(i) 2019-2022 – ANNUAL OPERATING STATEMENT

In the penultimate update for 2021/22 seven measures were on target, nine were on target in part and five under target. The Report provided the Board with information on the five targets not being met.

The Board noted the content of Annex A the Annual Operating Statement - progress as at 31 July 2022 (pre-finalisation).

(ii) 2022-2025 PROPOSED TARGETS 2022/23

In their review of Annex B and the proposed targets for 2022/23, Board members questioned why the proposed targets for some were lower than what had been achieved last year. In reply, the Vice Principal: Finance and Corporate Services explained that the 2022-2025 targets were based on the final 2020/21 data and as set at the July 2019 Board meeting. Once the final data for 2021/22 was received, there would be an opportunity to make adjustments. There followed some discussion of the Technical Excellence Framework (TEF) to be submitted in January 2023, and the potential to include some focus on growth in the proposed targets.

The Board noted the proposed targets for the Annual Operating Statement 2022/23.

12. COLLEGE KEY PERFORMANCE INDICATORS

(i) COLLEGE KEY PERFORMANCE INDICATORS (KPIs) FOR 2021/22 – PRE-FINALISED

The Board considered the Report, noting the performance against each of the KPIs together with information on the eight KPIs which were currently under target, this being based on data taken on 31 July 2022. The Report provided the Board with information on the reasons for the underperformance against the eight KPIs.

The full list of KPIs had been reviewed in detail by Policy and Resources Committee in its meeting on 26 September 2022 and would be reviewed by the Learning and Quality Committee at its meeting on 10 November 2022 ahead of consideration by the Corporation Board at its meeting 9 December 2022.

(ii) COLLEGE KEY PERFORMANCE INDICATORS FOR 2022/23 – PROPOSED TARGETS

Board members reviewed the proposed high-level targets in the attachment to the Report. The Vice Principal: Finance and Corporate Services explained that the 2022/23 KPIs would be modified once the final data for 2021/22 was known.

In discussion, Board members asked if there was a Report that monitored progress from student starting points, progress to qualification and impact of interventions if not making progress. The Vice Principal: Curriculum and Quality reminded the Board that College had an internal process of snapshots, five times a year, to see if students were making progress and introduced interventions if not making progress. The Principal and Chief Executive added that the College held Quality Summit meetings where each individual course was examined, student by student, drilling down to the detail. Members said that they would be interested to discuss this further and suggested that this be an item on the agenda of a future Learning and Quality meeting.

Action: Vice Principal: Curriculum and Quality

The full list of KPIs had been reviewed in detail by Policy and Resources Committee in its meeting on 26 September 2022 and would be reviewed by the Learning and Quality Committee at its meeting on 10 November 2022, with any recommendations on amendments being brought to the Board.

On the recommendation of Policy and Resources Committee, the Board **APPROVED** the targets against the new College Key Performance Indicators for 2022/23.

13. COLLEGE IMPROVEMENT PLANS

The Vice Principal: Curriculum and Quality presented the Report which provided the Board with an update on progress against the actions included within the College Further Education and Work-Based Learning Quality Improvement Plan (QIP) for 2021/22.

In discussion and review of the attached Quality Improvement Plan (QIP) 2021/22 the Chair suggested an amendment to the entry under Quality of Education, page 3, Quality of Education Survey 'Do you feel that the work that you are expected to do is set at the right level and is challenging?' is the 3rd top answer from A' level student responses.

Action: Vice Principal: Curriculum and Quality

A Board member commented that the Personal Development Aspect, page 6, regarding 'Enrichment' activities, could possibly be strengthened with individual targets and asked how the College measured participation in the enrichment activities. Board members thought that the setting of individual targets and the need for more clarity in the impact would be helpful in improving the A level Performance System (ALPs) score. The Vice Principal: Curriculum and Quality explained that this was last year's QIP Report and that there would be more clarity in the impact section of the 2022/23 QIP Report being drafted which would be presented at the Learning and Quality Committee meeting in December 2022. The Report would confirm not only that enrichment activities were taking place, but on the impact of such activities. The Report would also include further consideration of the actions in place and a more forensic analysis of attendance data.

Action: Vice Principal: Curriculum and Quality

14. HIGHER EDUCATION (HE) REPORTS

The Vice Principal: Curriculum and Quality presented the Report and explained that the results data was prefinalisation with 60 outcomes still to confirm. In discussion the Board commented on the retention and attendance data, noting that retention was still a concern and that this was being monitored with new metrics. The Vice Principal: Curriculum and Quality informed Board members that the College was looking to continue improving the quality of its HE provision and was reviewing the course portfolio. A report on this would be presented to the November 2022 meeting of the Learning and Quality Committee. This was welcomed by the Board.

Action: Vice Principal: Curriculum and Quality

The Board was pleased to learn that the College had achieved the highest overall satisfaction results in the recent National Student Survey – the highest in Lancashire.

15. REGISTER OF INTERESTS

The Director of Governance thanked Board members for completing the Register of Interests declarations and informed the Board that the annual exercise to update the College Register of Interests 2022/23 was complete.

Members were reminded of their responsibility to declare any potential conflicts of interest and informed that the Register of interests would be uploaded to the Governors' Portal for information.

The Board noted the content of the Report.

16. GOVERNORS' PERFORMANCE ASSESSMENT (SAR)

(i) GOVERNOR SELF-ASSESSMENT REVIEW

The Report and its attachments had been considered by the Governance Panel in its meeting on 10 October 2022. The Director of Governance thanked Board members for their participation in the annual individual Governor Self-Assessment review. A summary of the scores, comments and key issues identified was attached to the Report. The Director of Governance explained that any requests for training or meetings would be followed up as necessary and informed Board members that the Annual whole Board self-assessment review would be considered at the next Governance Panel meeting before being brought to the Board at its meeting in December 2022.

(ii) APPRAISAL OF THE CHAIR

The Chair thanked Board members for all that they do to support the Board and the College. She appreciated the time taken to complete the appraisal and had carefully considered the valuable comments and feedback, remarking that the need to improve her I.T. skills was a valid point, and repeating an earlier comment regarding the need to slim down papers and agendas.

The Board noted the content of the Reports and attachments and that these had been considered by Governance Panel at its meeting on 10 October 2022.

17. MINUTES OF COMMITTEE MEETINGS

The Chair approved minutes of the Learning and Quality Committee meeting 16 June 2022 were received for information:

It was noted that the minutes of the Audit Committee meeting held on 20 September 2022 and Policy and Resources Committee meeting held on 26 September had not yet been approved by the respective Committee Chair and would therefore be included in papers for the next Board meeting.

18. CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE (CEIAG) STRATEGY 2022-24

The Report provided information on the updated scope of the revised Careers and Employability Strategy 2022-24 and set out the College's overarching approach to the CEIAG, aligned with the Gatsby Benchmarks and with a particular focus on the reforms to the Technical Excellence Framework (TEF).

The Board received this Report for information.

19. ORGANISATIONAL DEVELOPMENT ANNUAL REPORT 2021/22

The Report, which had been considered by the Policy and Resources Committee on 26 September 2022 provided a summary of the organisational Development activity for the period 1 August 2021 to 31 July 2022. The key data sets were included in Appendix 1, and the Report highlighted significant staff development activity and increased Continuous Professional Development (CPD).

The Board received this Report for information.

20. OVERSEAS VISITS ANNUAL REPORT 2021/22

The Report had previously been considered by the Policy and Resources Committee on 26 September 2022 and confirmed that no overseas business trips, trips funded through the Research and Scholarship Committee/Staff Development or educational visits had been made by staff, students or Governors in 2021/22.

The Board received this Report for information.

21. NET CARBON ZERO - UPDATE

The Report provided Board members with information on progress against the 31-step FE Climate Change Road Map, a copy of progress against the Action Plan being included in the papers. The Report had been presented to Policy and Resources Committee at its meeting on 26 September 2022.

The Board received this Report for information.

22. HEALTH AND SAFETY ANNUAL REPORT 2021/22

The Report provided information on the key health and safety activities during the academic year 2021/22. The full report was supplied and contained detailed information on incident statistics, legislative changes, COVID-19, audits and inspections. The Report and attachments had been considered in depth by the Policy and Resources Committee at its meeting on 26 September 2022.

The Board received this Report for information.

23. VALUE FOR MONEY REPORT 2021/22

The Report was produced to update the Governors on purchasing activities for 2021/22, and provided the priorities and objectives for cross-College procurement in 2022/23 to ensure delivery of Value for Money. The Report was received for information having previously been considered by the Policy and Resources Committee on 26 September 2022.

24. FREEDOM OF INFORMATION (FOI) REQUESTS 2021/22

The Report was for information and had been considered by the Policy and Resources Committee on 26 September 2022. The Report provided the Board with analysis of the volumes and types of FOI requests received in 2021 and 2022 to date. The tables that supported the Report provided data on compliance with regulations and response. No data breaches had been reported to the Information Commissioner's office.

The Board received this Report for information.

25. ANY OTHER BUSINESS

There were no other items of Any Other Business.

26. REVIEW OF MEETING

The Chair thanked College managers for their reports and Governors for their attendance and contributions.

27. DATE AND TIME OF NEXT MEETING

Friday 9 December 2022 Board Meeting at 2pm.

Signed:

Date: