

Minutes of the meeting (electronic) of the IEG Corporation held at 1700 hrs 08 February 2022.

Present	Rod Allerton	Martin Ballard	Vincent Brittain	Marco Cereste
	Dean Duffield	Sir Les Ebdon	Mark Haydon	Ian Jackson (Chair)
	Fathima Keegan	Tony Keeling	Dr Mary Kiernan	Janet Meenaghan (CEO)
	Angie Morris	Rachel Nicholls (DCEO)	Ashley Parewa	David Pennell
	Dr Pam Vaughan	Anthony Warner	Paul Wingfield	Jonathan Teesdale
	Faustina Yang	Qun Yang		
In Attendance	Ralph Devereux (IGD)	Angela O'Reilly (VPCQ)	Louise Perry (CFO)	Alison Fox (EDBD)
	Sarah Young (VPS&SE)			
Apologies	Martin Ballard (delayed arrival)			

PART ONE

28/21 ELIGIBILITY, QUORUM, DECLARATION OF INTERESTS

The apology was accepted. No notice had been received of any Member becoming ineligible to hold office, the meeting was quorate and there had been no interests declared.

The information was received and noted.

29/21 STANDING ITEMS

a. The Minutes of the last meeting held on 13 December 2021 were confirmed for electronic signature. **(Action 1)**

b. Outstanding Actions. Actions from the last meeting had been implemented.

See referenced minute for full action.		Status
Action 1	14/21b. DP to Chair meeting.	Complete
Action 2	15/21a. Last minutes (19.10.21) confirmed for signature.	
Action 3	16/21a. FRC recommendations approved.	
Action 4	16/21b. Appendix 1 to be circulated to Members	
Action 5	16/21b. AC recommendations noted to inform Item 8.	
Action 6	18/21. Additional enrichment opportunities tbc.	
Action 7	19/21b. Safeguarding Policy approved.	
Action 8a/b	20/21. SAR & QIP approved.	
Action 9	21/21a. Audit Findings Report received.	
Action 10	21/21b(i). Final IEG accounts to Board IQ for consideration.	
Action 11	21/21b(ii). Final UCP accounts to Board IQ for consideration.	
Action 12	21/21c. Letters of Representation to be signed.	
Action 13	22/21a. ACARs noted and accepted.	
Action 14	22/21b. IAS AR noted and received,	
Action 15	23/21. Include RM training in Governors away day.	
Action 16	25/21. Governance SAR approved,	
Action 17	26/21. Gobs away day to be a "live" event - may be postponed.	

Matters arising: There were no matters arising from the minutes.

c. Urgent Business. There was no urgent business requested;

The information was received and noted.

Actions had been identified. (See Register at 42/21 below)

30/21 COMMITTEE MEETINGS

Members were reminded that full minutes of all Committee meetings held since the last Corporation, were available on Board IQ for personal information; where Corporation action was required that was detailed on Paper 3a:

- a. the Search Committee (SC) had met on 10 January 2022 and had recommended (06/21) approval of deconflicted ends of Members' terms of office and that was agreed **(Action 2)**;
- b. the UCP Council had met on 20 January and had recommended (31/21) approval of the 5-Year Plan; noted to inform Agenda Item 8 **(Action 3)**;
- c. the Finance and Resources (FRC) had met on 31 January 2022 and had recommended (32/21) approval of:
 - (i) reallocation of capital funding was discussed and agreed, "invest to save" projects were currently under consideration and more information would be provided for the next FRC and Corporation meetings;
 - (ii) review options to integrate Anglia Professional Training (APT) into Peterborough College (PC) by the end of the current year;
 - (iii) initiate action to dissolve the partnership with Peterborough Skills Ltd; and
 - (iv) obtain necessary legal advice for (ii)&(iii).

All recommendations were approved. **(Action 4)**

The information was received and noted.

Actions had been identified. (See Register at 42/21 below)

31/21 GOVERNOR ATTENDANCE

Attendance was normally monitored at the end of each academic year with an expectation of 75% achievement; RAG rated detail on all Corporation and Committee meetings had been considered by the Search Committee and was included in this meeting to update all Members. Particular and personal, generally Covid related, challenges had caused some unavoidable absence and was understood.

The information was received and noted.

32/21 PRINCIPALS' REPORT

The Principals' Report was considered. Relation of items to Group Strategic Aims were identified and the Reports had been circulated well in advance of the meeting, particular issues were:

- a. Item 2. The Office for Students (OfS) Quality Regulation. The OfS had recently published a consultation on introducing expected minimum thresholds for student progression and outcomes. The complex metrics could directly and negatively impact Higher Education (HE) facilities in Further Education (FE) Colleges since the lower numbers of students would adversely affect percentage measurements. During considerations it emerged that many HE providers disagreed with these suggestions and this was the third consultation, OfS was under pressure to introduce the scheme and that was the likely outcome.
- b. Item 3. Post 16 Qualifications. The (Parliamentary) Education Committee had recently considered post-16 qualifications including T Levels; as had been previously considered, these new courses comprised Level 3 (L3) study through a mixture of classroom learning and 'on-the-job' experience during an industry placement of at least 315 hours (approximately 45 days). The popular and successful Business and Technology Education Council (BTEC) qualification for admission to higher education would be defunded. This was seen as retrograde throughout the sector and was widely questioned including a formal submission by the Association of Colleges (AoC). The qualification removal was seen as particularly and negatively affecting the most disadvantaged students. Achievement of the demanding placement requirements was particularly challenging for rural colleges. A general consideration of related issues agreed that the arguments for retention of the BTEC should continue and this issue initially planned for the Corporation Awayday would instead be discussed with the C&Q Committee in March. **(Action 5)** The Principal had discussed the issue with the Education and Skills Funding Agency (ESFA) Director of Professional

and Technical Education at a recent event and had invited her to visit the Group and experience local issues. The Continued lobbying of local MPs and co-ordinated response from local businesses could well inform Government of the strength of feelings; MC agreed to provide practical assistance with introductions and lobbying and that was welcomed. Members were assured that despite these reservations, the Group was as prepared as possible for delivery.

- c. Education and Skills Funding Agency (ESFA). The ESFA Funding Audit had been extended beyond 5 January; whilst issues had been addressed some clawback was expected.
- d. The Group had been one of only 13 Colleges nationally who were successful in bids to the DfE 16-18 Capacity Fund; £1.1m towards the SC Construction Centre was welcomed.

The information was received and noted.

Actions had been identified. (See Register at 42/21 below)

33/21 DASHBOARD

The Key Performance Indicator (KPI) dashboard was then considered and discussed. Indicators were noted as “Red” (Growth) and “Amber” (Finance, Quality/Achieving Excellence & Valuing our People) These were discussed, challenged and satisfactorily explained. Some suggested small amendments to the presentation were suggested and agreed. **(Action 6)**

The information was received and noted.

Actions had been identified. (See Register at 42/21 below)

34/21 MODERN SLAVERY STATEMENT

The establishment of the IEG resulted in an annual budget exceeding the UK Modern Slavery Act trigger for determination of a Policy and publication of an annual statement. The Policy was published in 2020/21 and the first annual statement was at Appendix 1 for consideration. The content included all necessary legislative requirements and was approved for publication. **(Action 7)**

The information was received and noted.

Actions had been identified. (See Register at 42/21 below)

35/21 FINANCE REPORT

Management Accounts. The current financial report (Period 5) and associated appendices were considered and discussed; the document had been closely scrutinised by the FRC at their meeting held on 31 January. As had been considered at previous meetings, the disappointing enrolments for the current year, particularly at UCP, had negative effects on Group income in the current financial year; the outcome of the ESFA funding audit could further decrease the surplus as a result of clawback. The overall position was challenging, with Group deficits at: IEG of (£102k);

UCP of (£391k); and

APT of (£18k).

The full-year forecast was now £124k reduced from £226k reported to the last meeting. This impact would not reduce the Financial Health rating which remained (Good) and further savings would be sought in the mid-year review to bring the full year forecast closer to the EBITDA target of 6%.

The information was received and noted.

36/21 RISK MANAGEMENT

The second presentation in the revised format was discussed. Suggestions for presentational improvements had been incorporated and were noted.

- a. Board Assurance Framework (BAF)(Appendix 1)There were 3 changes since the last presentation:
 - (ii) failure to establish a positive ethos (Risk Ref 1) had been reduced through positive staff survey responses and feedback;
 - (iii) Cyber Security (Risk Ref 5) had been increased through 2 serious attempts at incursions and disappointing “phishing” exercise results; and

- (iv) failure to deliver the financial plan (Risk Ref 10) had been increased through weaker than expected Period 5 reports and uncertainty over the ESFA clawback.

It was again agreed that focused training was desirable and that would be on the agenda for the Corporation awayday. **(Action 8)** During general discussions it was suggested that the BAF detail at Appendix 1 should be re-organised to reflect the perceived importance of the risk and prioritised accordingly; that was agreed.**(Action 9)**

The information was received and noted.

Actions had been identified. (See Register at 42/21 below)

37/21 UCP 5 YEAR PLAN

5-Year Financial Plan. Final approval of UCP financial matters is reserved for the IEG Corporation. At their consideration of the 5-Year Plan, UCP Council members had been reminded of their duty as Directors to ensure that financial plans ensured UCP solvency and that had informed their recommendation of the Plan after some small amendments and inclusions. The amended 5-Year Financial Plan was then considered, the submission date to the OfS is 28th February 2022. The assumptions were noted and the Plan, was then generally and fully studied, challenged and discussed. The Balance Sheet had been strengthened by inclusion of the transfer of the building from Anglia Ruskin University (ARU). Surpluses for each year were noted and students' fees and related influences were fully explained and closely discussed. The UCP would be an important agenda item on the 10 March at the Corporation awayday and particular attention would be given to risk associated with student recruitment and the OfS requirement for the Group £500k financial guarantee. **(Action 10)** The now strengthened Balance Sheet may affect the latter. The Plan was approved for submission. **(Action 11)**

The information was received and noted.

Actions had been identified. (See Register at 42/21 below)

38/21 QUALITY IMPROVEMENT PLAN (QIP)

The QIP was updated in December, February, April and June and the latest information had been scrutinised by the Curriculum & Quality (C&Q) Committee on 27 January 2022; the latest detail was then considered and discussed informed by a Progress Tracker and the complete RAG rated document. Performance was closely monitored through each level of the College, cascading progressively through all concerned. The tracker showed positive progression with 16 Amber graded actions. The main document was scrutinised with recent changes highlighted in blue font and immediate future intentions were explained and noted. Satisfactory progress was evident, particularly the shared HE/FE Student Learning Mentors which would be supplemented in future by indicating numbers involved. The rapid response to the recent well publicised HGV driver shortage had been impressive; the first student to gain a licence was expected this week and the event would be well publicised. The differences in functional skills (FS) take-up and outcomes between the 2 Colleges were discussed; it was probably the result of the population diversity and it may be that marketing of the training should be modified accordingly.

The information was noted and received.

39/21 EQUALITY DIVERSITY & INCLUSIVITY (EDI)

The Executive had identified: the Green Agenda, Mental Health and Wellbeing and EDI as key focus areas. The Report examined how recent initiatives in response to external influences and events, such as "Black Lives Matter" (BLM) had positively enhanced perceptions and informed actions. For example "Colleges of Sanctuary," which had gone beyond to support refugees and people seeking asylum. Progress with the wide range of associated events for the year was explained and discussed and was welcomed. Future plans were discussed including the recent establishment of a strategic working group, for which Terms of Reference (ToRs) were currently under development. This was a sound and reassuring report and a Governor to take a focused interest would be valued and those interested were requested to contact the PC Principal directly; TK volunteered immediately. During general discussion, the success of the recent PC "Diversity Week" was commended.

The information was noted and received.

40/21 PREVENT

The report provided assurance on progress with the attached Group Prevent Risk Assessment and Action Plan (Appendix 1), an essential aim for staff, students and the wider community. The Safeguarding and Prevent Monitoring Team monitored progress each half-term and outcomes were evidenced against detail in Appendix 1. During general considerations, the possible impact of the "Freedom of Speech" legislation was discussed, the legislation, designed to prevent certain practices in HE establishments, placed restrictions on activities and, should it be widened to include FE could be challenging to manage. RA, the link governor for Safeguarding and Prevent, had attended the Monitoring Team meeting that morning. He had been impressed by the commitment and professionalism of all members and thanks were recorded by the Corporation; the SCVP(C&Q) undertook to pass on the sentiments. **(Action 12)**

41/21 URGENT BUSINESS AND NEXT MEETING

- a. There had been no urgent business agreed.
- b. The next meetings would be:
 - (i) Training Session, the Governors' training event scheduled for 10 March 2022 full details to follow; and
 - (ii) Corporation Meeting at 1700 on 25 April 2022.

42/21 ACTION REGISTER

See referenced minute for full action.		Resp	By
Action 1	29/21a. Last minutes (13.12.21) confirmed for signature.	IGD	wie
Action 2	30.21a. Members' terms of office agreed.		
Action 3	30/21b. UCP 5-Year Plan noted to inform Item 8.		
Action 4	30/21c. FRC recommendations all approved.	Chair	19.03.22
Action 5	32/21b. BTEC/TLevel tbc at C&Q 31 March.		
Action 6	33/21. Changes to presentation format agreed.	CFO	wie
Action 7	34/21. Modern Slavery Statement approved.		
Action 8	36/21. RM training to be included at the awayday.		
Action 9	36/21. BAF detail to be prioritised.		
Action 10	37/21. UCP Risk to be discussed at awayday.		
Action 11	37/21. UCP 5 Year Plan approved for submission.		10.03.22
Action 12	40/21. Appreciation to be passed to safeguarding Team.	SCVP CQ	28.02.22

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Final Audit Report

2022-04-27

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