



**MINUTES OF THE CORPORATION MEETING HELD ON 22 MAY 2023
AT 5.00 PM IN THE BOARD ROOM, THE ROUNDHOUSE**

APOLOGIES FOR ABSENCE.....	2
DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM	2
MINUTES OF THE PREVIOUS MEETING HELD ON 27 MARCH 2023	2
HEALTH AND SAFETY STATUS REPORT	2
GOVERNOR OVERSIGHT AND SCRUTINY SESSIONS.....	2
STRATEGIC RISK REGISTER UPDATE.....	4
VERBAL REPORT FROM THE SEARCH AND GOVERNANCE COMMITTEE HELD ON 4 MAY 2023.....	4

MINUTES OF THE CORPORATION MEETING HELD ON MONDAY 22 MAY 2023 AT 5.00 PM IN THE BOARD ROOM AT THE ROUNDHOUSE

Present: Andrew Cochrane (Chair), Sue Bradley, Phil Dover, Stuart Ellis, Jane McNeil, Patrick Ring, Kevin Slack, Mandie Stravino

In attendance: Robert Bamford, Jo Clifford, Kate Martin, Rose Matthews (Clerk)

Prior to the meeting Prevent training was held for all Corporation member, including included the Independent Review of Prevent, Martyn’s Law, Freedom of Speech and Terrorism levels in the UK and the Derby context.

PART ONE - GENERAL MINUTES	Action	Date
<p>60/22-23 APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Martyn Marples, James Tinson and Heather Simcox.</p>		
<p>61/22-23 DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM</p> <p>All members were eligible, the meeting was quorate.</p>		
<p>62/22-23 MINUTES OF THE PREVIOUS MEETING HELD ON 27 MARCH 2023</p> <p>APPROVED: The minutes of the meeting held on 27 March 2023 were formally approved and signed as a true and accurate record.</p>		
<p>63/22-23 MATTERS ARISING</p> <p>45/22-23 The Director of Health and Safety provided an update with regards to reporting of violence and aggression and promote and raise awareness to anyone attending College. A poster would be placed in all main entrances to raise awareness of how to report as a reminder.</p>		
<p>64/22-23 HEALTH AND SAFETY STATUS REPORT</p> <p>The Director of H&S provided a verbal overview of health and safety activities since the last meeting.</p> <p>All policies were in date and the Control of Contractors Policy was currently being reviewed, taking into consideration a number of projects in the pipeline. A review of the risk register had taken place with no significant changes proposed.</p> <p>The Director of H&S also provide an update on health and safety case laws for schools and colleges, which he asked the Clerk to the Corporation to circulate to the Board. These provided an insight into what the HSE were looking for and their expectations.</p>		
<p>65/22-23 GOVERNOR OVERSIGHT AND SCRUTINY SESSIONS</p> <p>Members summarised their recent link/lead visits which provided oversight and scrutiny and looked at the intent, implementation and impact.</p>		

Andrew Cochrane – Professional Construction EBS (17/04/23), Early Years and Adult (20/04/23), Health and Social Care (04/05/23) and meeting with HR Director 12/05/23)

AC had been interested in attending some of the Employment and Skills Boards (ESBs) – he had attended an ESB student forum, which provided students an opportunity to speak with construction companies. It was a great opportunity for T Level students to engage with employers.

AC had visited Broomfield for a link visit on Early Years. Everyone was delighted to be there and it was a very uplifting experience. He noted there was only one male in the group he visited and the geographical spread was quite wide, with some attending from areas wider than Derby.

Whilst visiting Ilkeston AC had met with two brickwork lecturers – who were very engaging and evidenced good results – with one of them winning the master bricklaying competition.

AC had toured adult, less adults wanted further education, and the downturn in AEB discussed. There was more demand for short courses and BSL was proving very popular.

Whilst visiting H&SC on 4 May AC had met and spoken with students. They were happy with their course and he discussed math and English attendance with them. He then picked this up with the team and left with positive feeling the College were doing everything we could in this area and various strategies undertaken to improve.

Finally, he met with the Director of HR with regards to the recruitment and retention challenges. He noted DCG performed better than some of its peers in this area, but it was a huge challenge. The HR team had tried a range of strategies to address and there was a new Director of HR starting soon which would bring a new perspective.

Sue Bradley – Broomfield Landbased (26/04/23)

SB had met with students in Equine and staff at the farm and noted it was work placement week. The challenge with placements for some vulnerable students was discussed and how the College supported with these, whilst others were out in the sector.

SB had seen a lesson with L2 and 3's which provided a good atmosphere and engaging teaching.

Stuart Ellis – Technology (11/05/23)

SB's recent visit involved discussion around preparation for the curriculum business planning review. He had looked at performance to date for the year and retention. Some apprentices had been lost in the year and some were lower than the College expected them to be. The session looked at what industry suggested, and the College were doing well in terms of expectations.

Feedback was also provided on the apprenticeship provision.

Sue Bradley – Safeguarding (10/05/23) and Careers (10/05/23)

SB had undertaken her first careers lead meeting which confirmed the College's compliance with the DFE and Gadsby benchmarking. There had been increased working with apprenticeships and IAG had slightly

conflicted with employer expectations. The resources in this area were tight with interviews taking place which took the team up to capacity.

SB noted the face-to-face governor safeguarding training arranged for 7 June. She had also met with her counterpart lead governor at Nottingham - which provided an opportunity to share their Ofsted experience, expectations on 14-16 and conversations around apprentices. The Safeguarding Lead had discussed a piece of work around sexual harassment which had been shared in tutor time and how students had received and understood it. A new tier of monitoring was in place.

Curriculum Business Planning

Link Governors joined their link area's Curriculum Business Planning Panels. Members commented they were able to triangulate with information presented in their link visits. They pointed out the work with employers to shape and inform the curriculum and also the financial contribution to ensure financial viability.

66/22-23 STRATEGIC RISK REGISTER UPDATE

There had been no Audit Committee meeting prior to this Corporation. The Risk Management Framework and Risk Register were under review following a request that the management team review the register and agree if whether they accept the high risks. A revised version will be shared after the next Audit Committee meeting.

In terms of an update, the Audit Committee Chair highlighted the key risks which remained, energy, staff recruitment and retention, impact of not achieving AEB. There were no significant health and safety issues, updates on safeguarding disclosures and prevent cases were shared. The Safeguarding Lead confirmed these had been discussed in the Safeguarding Board meeting she attended.

67/22-23 VERBAL REPORT FROM THE SEARCH AND GOVERNANCE COMMITTEE HELD ON 4 MAY 2023

The Chair provided a verbal report following the meeting held on 4 May 2023.

The main foci of the meeting was to consider the submissions from providers for the external review of governance. Three submissions had been received, which the Committee considered. They were not materially different on cost, two providers had met with the Clerk to the Corporation to discuss and provided tailored documents, one had submitted a standardised submission.

The Committee recommended the Corporation appoint Stone King, on the basis their proposal was, in the main face to face, and their reviewers offered an individual approach. Their lead reviewer was a known academic and experienced in the sector and may offer a different perspective to that of a generic review. The review would commence in the 2023-24 academic year.

APPROVED: The Corporation approved the appointment of Stone King as the External Reviewer for DCG for the 2023-24 academic year. Board recruitment was ongoing with one positive response from the care sector which was being progressed.

The Chair had spoken with Kevin Slack and Phil Dover and proposed their terms be approved for a further year.

APPROVED: The Corporation approved that Phil Dover and Kevin Slack's terms be extended for a further year until 31 July 2024.

All Staff including staff and student governors left the meeting with the exception of the CFO.

Part 1 of the meeting finished at 6.00 pm