

## **Minutes of the Special Corporation Meeting Held Virtually at 10h30 on 03 June 2024**

Present: Prue Amner, Liz Byrne, Huw Chapman, Mark Cooper, Ashley Cullen, Graham Goddard, Tim Jackson, Lyndsey Mason (staff governor), Shirley Nellthorpe, Rob Nitsch (Chair), Katy Quinn (Principal & CEO), Liz Rix & Pauline Tiller.

Apologies: Shahalam Ali, Noodles Bainbridge (student governor), Naomi Beer (staff governor), Alex Dartmouth, Tennant Hayter (student governor), Anne Murphy & Mike Stoneham.

In Attendance: Tess Cole Vice-Principal Foundation & Adult Learning Services  
Matt Phelps Deputy Principal & Deputy CEO  
Paola Schweitzer Director of Governance  
Maria Vetrone COO

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### **Minutes**

#### **266 Attendance and Participation**

Shahalam Ali, Noodles Bainbridge (student), Naomi Beer (staff), Alex Dartmouth, Tennant Hayter (student), Anne Murphy & Mike Stoneham sent their apologies.

#### **267 Declarations of Interest**

Tim stated that, as per recent communication, he had been elected interim Chair of Corporation at a south west college. There were no other declarations of interest.

#### **268 Accountability Statement (paper 581/24/C)**

Colleges were required to submit an annual accountability statement as part of their legal requirement to meet local skills needs. The statement's two main external stakeholders were DfE and Ofsted (the latter reviewed a college's effectiveness in using business intelligence to inform the curriculum and curriculum effectiveness).

Other than referencing the Local Skills Improvement Plan's four new deep dive sectors, the 2024/25 accountability statement had not changed significantly since the previous year. Governors would continue to monitor targets through the Corporate Dashboard and to triangulate information through Employer Advisory Board (EAB) meetings and Learning & Quality Committee.

Governors thanked Matt for the excellent document and discussed the following:

- 59% of the College's provision mapped to the LSIP, with the remaining 41% responding to the Level 2 and below needs of the city. Governors recognised the importance of the latter and asked that it was emphasised in the report within the context of ladders of progression.

- One governor sought assurance concerning T level learner numbers, asking if the targets were realistic. Matt acknowledged they were likely to be a challenge in some areas. Governors asked that a caveat be included where appropriate.
- In response to a question, Matt noted that the key employer partner list had not changed since the previous year but would be refined due to improved employer intelligence (commercially sensitive data would not be shared).
- Governors supported the objective to consolidate apprenticeship provision in 2024/25 with a view to growth in 2025/26.
- In response to a question, Matt confirmed the College would not offer 16 week bootcamp programmes in 2024/25 (wraparound costs were very high) however it was in discussion with the city council about offering similar provision
- One governor asked that the statement identify two year targets concerning reducing the College's carbon footprint, water consumption and landfill waste.
- Governors suggested that the document refer to the College serving the needs of Portsmouth (as opposed to a 'newly merged' College).
- Governors agreed the language in the statement needed be more proactive, referring to the College driving delivery and working with the city council to address local issues not identified in the LSIP. This aligned with the College's broader ambition to ensure the LSIP reflected the city's needs.

These points would be integrated into the statement alongside any comments from the forthcoming EAB meetings. Tim and Pauline would send some presentational points. The statement would then be recirculated to governors for information prior to submission to the DfE by 30 June 2024.

Governors **Approved** the 2024/25 Accountability Statement believing that it demonstrated the College continued to provide appropriate provision for learners in Portsmouth.

The meeting ended at 11.15am.