

**GRANTHAM COLLEGE
CORPORATION MEETING**

**Minutes of the Meeting held on 17 September 2019, 18.00
Corporation Meeting Room, Grantham College**

Present:

Mrs A Mosek	Corporation Chair / General Member
Mr S Welton	Corporation Vice Chair / General Member
Mr G Brewis	General Member
Mr P Deane	Principal & Chief Executive
Mr G Hayton-Hill	General Member
Mr I Hyland	General Member
Ms N Skins	General Member
Dr J Smith	General Member
Mr S Parsons	Staff Member

In Attendance:

Mrs A Harrison	Director of Finance
Mrs T Hart	Director of Planning, Funding, Information & Marketing
Dr S Peacock	Assistant Principal – Higher Education
Mrs T Scarborough	Vice Principal – Quality & Curriculum
Mrs C Temprell	Vice Principal – HR and Student Services
Mrs J Taylor-Holmes	Clerk

Agenda: There were no changes to the agenda.

1	19/139 - Apologies for absence Apologies were received from; Mr P Cartwright, Staff Member Mrs S Macpherson, General Member Mr N Manoussakis, General Member	
2	19/140- Confirmation of eligibility, quorum and declarations of interest No notice had been received of any Member becoming ineligible to hold office. The meeting was quorate and there were no declarations of interest in agenda items.	
3	19/141- HE Access and Participation Plan Dr Peacock provided the updated Office for Student's Access and Participation Plan and explained that this was due for submission to the Office for Students the following day.	
4	It was noted that this had been previously considered by Governors at the July Board meeting however, after the first	

	<p>submission, comments had been received from the Office for Students which required comment and update within the plan. The College was allowed two formal resubmissions to OfS and this update was the first formal resubmission.</p>	
5	<p>It was noted that this the Access and Participation Plan was a requirement of the Office for Students where the provider intended to charge beyond the basic fee of £6150 and access, success and participation is considered against the protected characteristics.</p>	
6	<p>The content of the plan is based on the Office for Students set of data and includes access information, continuation of students and progression.</p>	
7	<p>It was noted that the same level of data was required in the plan for FE as with large HE Institutions.</p>	
8	<p>Governors considered the areas for improvement such as employment after leaving and raising attainment. It was noted that this was presented in the form of a schematic set of actions to address how to close the gaps for those against other students not having protected characteristics.</p>	
9	<p>There is a theory of change including impact for each sub-group across the document. Governors considered the data included within the document, including, progress data, baseline data, yearly milestones, targets to 2022, action points and underpinning evidence.</p>	
10	<p>The ten queries had been mapped across to particular paragraphs within the plan.</p>	
11	<p>Dr Peacock asked Governors whether they felt that the document adequately addressed the queries raised. Governors confirmed that they believed this to be the case.</p>	
12	<p>It was noted that Governors had previously approved the plan.</p>	
13	<p>Governors also noted the challenges for the College with a smaller data set to analyse the data.</p>	
14	<p>Governors asked what would be the consequence if the College did not adequately address the queries. Dr Peacock explained that the College may not be able to charge beyond the basic fee.</p>	
15	<p>Governors asked if there were any areas the Senior Leadership Team were concerned with? Dr Peacock confirmed that he felt confident that the College had answered the queries being asked. Mr P Deane, Principal and</p>	

	Chief Executive explained that should a second resubmission be necessary, Governors would be contacted again in relation to this issue.	
16	Governors again noted the significant administrative burden to complete the plan.	
17	Governors approved the HE Access and Participation Plan.	
	19/142 Impact on Students of Items Discussed / Agreed	
18	The whole plan is related to student access and participation and closing the gaps with those with protected characteristics.	
	19/143 Urgent Business / Any other Business	
19	There had been some minor changes to meeting dates, these were confirmed as follows;	
20	Corporation – Tuesday 15 October 2019 – 18.00 Strategic Planning Session – Tuesday 5 November 2019 – 17.45 Standards Committee – Wednesday 27 November 2019 - 16.30 Audit Committee – Wednesday 27 November 2019 -17.00 Finance & Resources Committee meeting –Tuesday 3 December 2019 -18.00 Corporation – Tuesday 17 December 2019 – 18.00	
21	Governors were provided with Related Party Transactions forms and asked to complete and return these to Mrs Taylor-Holmes.	
22	There being no further business the meeting closed.	

Date of next Meeting:

Tuesday 15 October 2019

Signed as a true and accurate record

Approved at the meeting on 15 October 2019

Chairman

Date