

**Part I Minutes of the Corporation Meeting held on Tuesday
8th November 2022 at 4.30pm in Conference room I, Broadway**

Members present: Ian Austin (Teams) (item 6 onwards) Sukhninder Panesar
Liam Butler (Teams) Jason Parker
Wendy Davies Liz Sithole (item 6 onwards)
Paul Hartridge Jack Stokes
Charlie Harvey (Teams) Neil Thomas (Chief Executive & Principal)
Mollie-Amelia Hehir Nick Thompson (item 6 onwards)
Alison Hodge David Whatton (Chair)
Valerie Little

In Attendance: Georgina Barnard (Managing Director – IoT)
Gill Darwood (Director of Corporate Governance) (DCG)
Debbie Goode (Executive Director Public Affairs & Marketing)
Steve Johnson (Executive Director Estates & Capital Projects)
Kathryn Jones (Director of Human Resources)
Louise Jones (Chief Finance Officer) (CFO)
Diana Martin (Vice Principal)

Board administrative matters

1 Confirmation of quorum

1.1 The Director of Corporate Governance confirmed that a quorum was present.

2 Apologies for absence

2.1 Apologies for absence had been received from Nirmal Gupta and Tom Westley.

3 Appointment of and welcome to new staff members

3.1 The Chair advised that Paul Hartridge had been elected as teaching staff governor and Nick Thompson as professional services staff governor following election by staff.

4 Declarations of interest

4.1 There were no declarations of interest in relation to part I items.

5 Approve minutes of previous meeting held on 5/7/22 and notes of the Strategic Development event held on 23/9/22

5.1 The minutes of the meeting held on 5th July 2022 were confirmed as a true record for signature by the Chair.

5.2 The notes of the Strategic Development event held on 23/09/22 were confirmed as a true record.

6 Matters arising

6.1 There were no matters arising not covered on the agenda.

Strategic matters

7 **Careers Strategy**

7.1 D Goode presented the Careers Education, Information, Advice and Guidance Strategy 2022-2026 which had previously been presented in draft format for discussion.

7.2 Statutory guidance for schools, further education colleges and sixth form colleges in England (July 2021) required the college to fulfil its legal requirement with regard to the provision of impartial careers education for all learners. Ofsted's Education Inspection framework, and the Department for Education expectations were that all providers would use the internationally recognised Gatsby Benchmarks as a framework for the development of its careers programme. The Strategic document demonstrated how Dudley College proposed to respond to this agenda delivering careers provision to all learners, enabling them to achieve their potential and fulfil their career goals. Once approved the Careers Strategy would be published on the College website.

7.3 **It was resolved** To approve the Careers Education, Information, Advice and Guidance Strategy 2022-26.

8 **Equality, Diversity and Inclusion Annual report**

8.1 The CEP presented the Equality, Diversity and Inclusion Annual Report. He noted that the College was committed to producing and sharing with stakeholders an annual Equality, Diversity & Inclusion Report (EDI Report). This report pulled together data from across the College and reported on the impact that actions had were in relation to EDI activity. Whilst some of this content had previously been available in such areas as Annual Strategic Impact Assessment (ASIA), Strategic Plan, HR Annual Report, Student Union reports and others, it was felt that it was important to bring this together and to be able to more clearly demonstrate the impact of activity in this important area.

8.2 Colleagues were currently drafting a template and content for the first report, which would be produced in line with the ASIA timeline due to the need to include equality impact data from such elements as student achievements and destinations. However, members were invited to share their views on the intended structure and content of this annual report.

8.3 Members further considered an updated EDI Action Plan for 2021/22, which included the latest position on all actions. Key points in this report were noted including:

- 8 staff were recruited into dedicated project roles to support the delivery of the EDI Action Plan.
- The College had created a new post of EDI Officer with effect from 1st September 2022.
- Standard protected characteristics were agreed and had been implemented.
- New reporting tools developed and implemented.
- Work had started on a review of policies and procedures.
- Dedicated EDI College conference held in October 2022.

8.4 This action plan would continue to be monitored through Standards Committee.

8.5 The CEP and Director of Human Resources answered questions from members on points of detail contained within the report.

8.6 **It was resolved** To approve the Equality, Diversity and Inclusion Annual Report.

Student centred matters

9 Performance update

9.1 *Achievements 2021/22*

- 9.1.1 The Vice Principal provided a presentation on achievements for the 2021/22 academic year. Comparisons were against the last published data for 2018/19 as national rates had not yet been published for 2021/22.
- 9.1.2 The VP highlighted the context that this had been the first round of the new BTEC Revised Qualification Framework (based on examinations rather than solely assessment). The impact of Covid continued to be felt due to the legacy of Centre Assessed/Teacher Assessed Grades, retention issues and some ongoing restrictions at the start of the academic year 2020/21.
- 9.1.3 Members considered the results for 16-18 classroom at level 1, 2 and 3, adult at levels 1, 2 and 3, and apprenticeships for both College and partnerships. The results had been impacted by retention issues in both Adult and Apprenticeship provision. It was anticipated that national rates when published in January/February would see a reduction compared to the last published rates from 2018/19.
- 9.1.4 A number of highlights were noted, including :
- A Level high grades 85% A* to C
 - T Level wave 1 outcomes
 - GCSE high grades
 - Functional Skills achievement rates
 - Adult achievement rates of 90%+ in a number of areas.
 - High levels of achievement of management apprenticeships
 - Improved partnerships performance
- 9.1.5 A number of areas of improvement were noted, which would be explored in greater detail at the next Standards Committee:
- Exam attendance and performance for 16 to 18 (using best practice from Dudley Sixth)
 - Access performance in adult
 - Retention on some adult programmes
 - Timely completion of apprenticeships
- 9.1.6 The CEP advised that the College intended to publish the Annual Strategic Impact Assessment report to the usual timescale, which would be prior to the latest published national rates which were anticipated in January/February, and to produce a mid year update when rates were published.

9.1.7 The CEP and VP provided further clarification in response to a number of points raised by members, advising that a detailed analysis of retention issues would be brought to Standards Committee. Members discussed the financial impact for the College, staff development requirements for staff preparing learners for examinations and the use of Covid catch up funding to focus on this. M Hehir noted that many students would be deterred from undertaking BTEC programmes with the introduction of an examination element.

9.1.8 In response to a question from the Chair, the VP explained that performance issues with partnerships would take some time to work through the system with learners still on programme, but this effect would reduce each year.

9.2 *Enrolment and attendance update*

9.2.1 The CEP advised that the data dashboard on the College website had been updated as at the end of October and would be looked at in further detail at Standards Committee.

9.2.2 He advised members that the College website had been relaunched with a new format and he invited members to feedback any comments on the new website.

9.2.3 **It was resolved** To note the achievements for 2021/22 and enrolments and attendance 2022/23 year to date.

10 **Vice Principal's termly report**

10.1 The Vice Principal's termly report provided members with a detailed summary of activity across all curriculum areas over the last term, provided by curriculum managers and leaders within those areas. The report highlighted updates on curriculum developments and good news stories.

10.2 In response to a question from a member, the VP advised that T levels were gaining recognition with strong applications in the current year for the wave one programmes. There had however been some national issues in relation to the grading of the T Level in Health Science which had led to a reduction in enrolments on this programme. In addition, the CEP noted that there were some issues with not all universities recognising T Levels.

10.3 The College would be working with careers leaders in schools to develop their understanding of T Levels.

10.4 **It was resolved** To note the Vice Principal's termly report.

11 **SU termly report**

11.1 M Hehir and J Stokes presented the Students' Union termly report, highlighting a number of key areas of work for the Students' Union under the themes of:-

- Representation
- Skills development
- Creating community

- 11.2 N Thompson highlighted the value of greater engagement between the Students' Union and apprentices and M Hehir advised that there had in the past been an apprentice officer within the Students' Union and that they would welcome any apprentice willing to take on this role.
- 11.3 Paul Hartridge noted that as a member of staff based at the CAT centre, greater engagement with students at the centre would also be welcomed and M Hehir outlined plans for more frequent visits and 'pop up shop' activities.
- 11.4 The Chair offered congratulations to M Hehir on the completion of her level 3 diploma in youth work practice. He thanked M Hehir and J Stokes and their colleagues in the SU for their excellent work in supporting students and the wider community.
- 11.5 **It was resolved** To note the Students' Union termly report.

Routine business matters

12 Audit

12.1 Minutes of audit committee held 03/10/2022

- 12.1.1 L Butler as chair of the audit committee presented the draft minutes of the meeting held on 3rd October 2022 and advised that any items recommended to the Corporation would be covered as separate agenda items.
- 12.1.2 The meeting had considered a number of other issues including the committee's self assessment of its performance in 2021/22, internal audit advisory report on learner number systems and annual reports on data protection, freedom of information and cybersecurity.
- 12.1.3 **It was resolved** To note the draft minutes of the audit committee.
- 12.2 **Report on compliance with DfE good practice guide for audit committees**
- 12.2.1 The DCG advised that following discussion at the March audit committee meeting, the exercise of mapping the Audit Committee's compliance with the DfE Good Practice Guide for Audit Committees had been undertaken. The college's internal auditors had advised that they used the guide as a basis for cross checks but that it was useful for the committee to have completed this exercise from the College's perspective. The committee had felt that the report represented a useful source of assurance for the full Corporation. The DCG advised that a review of this would be undertaken on a regular basis and in particular when there were any updates to recommended practice.
- 12.2.2 **It was resolved** To note the report on compliance with the DfE good practice guide for audit committees.
- 12.3 **Annual internal audit report**
- 12.3.1 The CFO presented the Annual Internal Audit Report which set out the work carried out by RSM Risk Assurance Services LLP in the 2021/22 academic year,

including recommendations made in each category, and RSM's performance against plan.

12.3.2 The summary of internal audit work completed in 2021/22 was:

- Risk management processes (substantial assurance)
- Framework for Efficiency – Curriculum Planning (reasonable assurance)
- Key Financial Controls – Income and Debtors (advisory)
- Student Welfare Framework (substantial assurance)
- Follow up (reasonable progress)
- Learner Number Systems – 16-19 Study Programmes (compliance)

12.3.3 Based on their work, RSM had reported the College had an adequate and effective framework for risk management, governance, and internal control in place, with the recommendations made throughout the year helping to identify further enhancements to the framework or risk management governance and internal control.

12.3.4 In response to a question from L Sithole, the CFO confirmed that external auditors would rely on the work of internal auditors in completing their external audit.

12.3.5 In response to a question from the Chair regarding the annual opinion, the CFO advised that 75% of all colleges fell into the same category as the College, with only a few sixth form colleges, which were less complex organisations, achieving the highest level of assurance. She confirmed that there were no specific issues for members to note arising from the report.

12.3.6 **It was resolved** To note the internal audit annual report for 2021/22.

12.4 **Regularity self-assessment questionnaire**

12.4.1 The CFO presented the regularity self-assessment questionnaire. She advised that the Post-16 Audit Code of Practice 2020/21 set out a common standard for the provision of assurance and accountability in relation to funding of post-16 providers. The Code required college corporations to publish a statement of regularity, propriety, and compliance within their annual accounts.

12.4.2 The regularity self-assessment questionnaire had been presented and discussed by audit committee prior to Bishop Fleming commencing the full audit work on site on 3 October and was recommended by the committee for approval.

12.4.3 The CFO further confirmed that no issues had arisen during the external audit work and members agreed that the responses provided were full and complete.

12.4.4 **It was resolved** To approve the regularity self assessment questionnaire.

12.5 **Risk management annual report**

12.5.1 The CFO presented the risk management annual report. She advised that the College had proactively engaged with the revised risk management strategy. The senior leadership group had revised and updated the risk plan on a monthly basis with reports being regularly provided to all sub-committees and the Corporation.

All risks had been effectively managed, with two risks being removed from the register and two other risks (IoT delivery plan and financial stability) increasing their score through the year. Recognition and management of these risks had meant that key performance indicators had not been impacted.

- 12.5.2 The internal audit on risk management processes provided substantial assurance and the college's regularity assessment provided the Corporation with assurance that risk was being managed appropriately.
- 12.5.3 The risk register for 2022/23 was also presented which showed the increasing risk scores for student recruitment and income generation, the quality of apprenticeships and delivery of the work experience strategy.
- 12.5.4 **It was resolved** To approve the risk management annual report and the risk register for 2022/23.
- 12.6 **Anti Fraud, Bribery and Corruption Policy**
- 12.6.1 The CFO advised that the fraud and irregularity annual report had recommended that that College's anti-bribery policy be extended to incorporate the college's counter fraud strategy. The policy had been extended to incorporate a renewed focus on counter fraud measures, detailing responsibilities across the college, the measures that the college routinely took and what to do when concerns were raised. The policy had been considered at the audit committee and was recommended by the committee for approval.
- 12.6.2 **It was resolved** To approve the anti fraud, bribery and corruption policy.
- 12.7 **Business Continuity Plan**
- 12.7.1 The CFO presented the Business Continuity & Disaster Recovery Plan which provided a framework and a set of checklists detailing the steps required to be taken to ensure that in the event of a disaster or critical incident, the operational functions of the college continued.
- 12.7.2 The document had recently been re-written and reviewed by the Senior Leadership Group to reflect operational and staffing changes for 2022/23. The plan had been considered at the audit committee and recommended by the committee for approval.
- 12.7.3 The CFO advised that the College planned to undertake a desktop simulation exercise for the disaster recovery team. She confirmed that the document was stored in a variety of locations for accessibility when needed, including on the college intranet and via hard copy with relevant colleagues. In response to a question from the Chair, the CFO advised that an additional appendix to cover IT issues was to be appended.
- 12.7.4 **It was resolved** To approve the Business Continuity Plan.

13 Finance, Estates and Resources

13.1 HR Annual report

- 13.1.1 K Jones presented the annual Human Resources report which provided the Corporation with an update on the key personnel issues in the College in 2021/22. Key points were noted as:
- Staff headcount reduced to 794.
 - Staff declaring a disability remains at highest recorded level of 6%.
 - Staff black and minority ethnic staff profile was 6% higher than local Dudley population but lower than the student population. The HR department was establishing some community links out of the borough to promote vacancies, including a careers event at a Sandwell Sikh Temple.
 - Staff age profile continued to be well spread.
 - 8 key management posts were recruited to and the diversity profile of all applicants was included for information.

13.1.2 **It was resolved** To note the Human Resources Annual Report.

13.2 IoT update and notes of September Development event

13.2.1 G Barnard presented an update on the strategic development meeting of the TTPL Board/Black Country & Marches Institute of Technology on Friday 30th September 2022. This was an opportunity for the Board to review the IoT's strategic vision, mission and priorities going forward. The session included several 'scene setting' presentations covering curriculum developments, strategic partnerships, and services to employers. The Board was then given the opportunity to discuss and feedback views on each topic. A full copy of the notes to this meeting were provided.

13.2.2 In response to a question from W Davies, G Barnard confirmed that recruitment of staff was still the main challenge for the IoT. She advised that activity was in hand to address this with the support for example of Gatsby Foundation to bring in industry experts to support and enhance classroom delivery.

13.2.3 **It was resolved** To note the update on the Black Country and Marches Institute of Technology.

13.3 Management accounts to July year end

13.3.1 The CFO presented the July (period 12) management accounts including a year-end forecast with comparison to the revised budget approved by Corporation in January. These accounts reflected the initial July position and would be updated in due course to take account of year-end (period 13) adjustments, so would be subject to change. The accounts also included a forecast column which reflected the forecast presented to Corporation in June. The key points were noted as:

13.3.2 Year to Date Position

- The P12 July management accounts showed an improvement against budget with a surplus of £163k against a budgeted deficit of £634k and a forecast deficit of £299k. This position was likely to change as year-end adjustments were processed.

- At P12 income finished the year £3.6m (7%) below budget and £1.2m (2%) below forecast, the two significant underperforming areas being AEB and Apprenticeships.
- Offsetting the above, P12 pay costs were £1.8m (6%) below budget and £443k (2%) below forecast; non-pay costs were £2.3m (16%) below budget and £1m (7%) below forecast.
- KPIs showed a similar position to June. Borrowing as a % of income and pay as a % of income both had an amber RAG rating as a direct result of income being lower than forecast.
- The cash position continued to remain very positive. £500k of the rolling credit facility (RCF) was repaid as planned in July and the overall facility was reduced down from £5.75m to £4m. Whilst cash levels would be reduced in 22/23 due to under-performance in 21/22, plans were in place to fluidly manage the RCF in year with an aim of reducing reliance on it. Plans would remain within the ESFA's desired 25 cash days throughout the year.
- Debt service cover was perversely impacted by repayment of RCF. The ESFA calculated the extent to which the college's interest (loan and finance lease) and capital repayments (loan, RCF and finance lease) were covered by cash generated from operating activities. The bank's definition for the purposes of calculating bank covenants, excluded RCF repayments.

13.3.3 Year-End Position

The year-end processes were largely complete with Bishop Fleming finalising their audit work. The financial statements and the period 13 accounts would be presented with appropriate documentation for sign off at Audit and Finance Committees, prior to final approval by Corporation in December.

13.3.4 The CFO provided further clarification in response to questions from members. In response to a request from the Chair, *it was agreed that in future when considering enrolments, it would be helpful to consider the value of enrolments as well as student headcount.*

13.3.5 In response to a question posed by the Chair in relation to the debt service cover, members confirmed that they were happy with the College's approach of repaying the RCF and reducing interest payments, whilst mindful of the impact on ESFA metrics.

13.3.6 **It was resolved** To approve the management accounts to July 2022.

13.4 Management accounts to September 2022

13.4.1 The CFO presented the September management accounts which showed the year to date position two months into the financial year. The key points were noted as:

13.4.2 Year to Date Position

- The September accounts represented activity at the start of the academic year and were an initial view of operating activity.
- The operating surplus of £1.28m was £171k higher than the budget surplus of £1.11m.

- Income would be the biggest risk as the budget for apprenticeships and adult education budget (AEB) were more ambitious than 2021/22 by £2m. It was too early to comment on the college’s progress against these higher targets.
- The cash position continued to remain very positive, and as a result the decision had been taken to repay all the revolving credit facility (RCF) of £3.5m at the end of August. The cash position of £6.3m at the end of September compared very favourably to the target of £7.3m, which expected to include the RCF. It was anticipated to draw down the RCF in a number of stages from January as the cash position tightened, with a target year-end balance of £3.25m.
- KPIs showed a positive position with most having a green indicator. Those currently flagged red (current ratio and cash) were a result of the college repaying all of the £3.5m RCF.

13.4.3 *Revised Budget*

The CFO advised that the finance team was now working with budget holders on preparing a revised budget for approval by Corporation in December. The revised budget would incorporate the reduction in National Insurance contributions and would endeavour to quantify the expected increased cost in energy prices, offset by the energy relief scheme.

13.4.4 **It was resolved** To approve the management accounts to September 2022 and note the update on the revised budget.

13.5 **ESFA Financial Health Grade letter and financial dashboard**

13.5.1 The CFO advised that the ESFA had reviewed the College Financial Forecasting Return (CFFR) filed in July for 2022-2024 and had confirmed their agreement with the college’s assessment of financial health grade of Requires Improvement for 2022 and Good for 2023.

13.5.2 The ESFA had again provided links to the Financial Dashboard information through *View your education data* which compared the college’s actual and forecast performance against the national FE college median and the FEC benchmark.

13.5.3 **It was resolved** To note the ESFA financial health grade letter and financial dashboard.

13.6 **Health and Safety Annual Review 2021/22 and action plan 2022/23**

13.6.1 S Johnson presented the annual review which summarised the main health and safety issues and developments for the previous academic year, highlighting that:

- The college Health, Safety and Environmental committee had met termly and reviewed any issues and performance.
- The college was re-audited for its ISO 14001 accreditation which was completed successfully.
- The college continued to manage the Covid pandemic and the college's risk assessments, and mitigations were reviewed to ensure operations could continue as safely as possible.
- The Health and Safety Policy and Procedures were reviewed.
- A number of health and safety training courses were delivered.

- Accident statistics increased this year by 200% overall, but this was due to the college being affected by various shutdowns and reduced operations over the previous 2 years, as well as a change in the mix and balance of provision with more activities in workshop environments.
- HSE reportable accidents remained at 2.
- The proposed Health and Safety Action Plan for 2022/2023 outlined the key areas for action in the academic year.

13.6.2 S Johnson provided further explanation on the nature of minor incidents and mitigating actions being taken in some areas.

13.6.3 In response to a question from the Chair, S Johnson confirmed that the system for recording training was not proving to be flexible enough to help management processes and was being reviewed for replacement. The aim would be to identify a system which could locate all essential staff training including Safeguarding, EDI and data protection into one system.

13.6.4 **It was resolved** To note the annual health and safety report and approve the action plan for 2022/23.

13.7 **Health and Safety Policy**

13.7.1 S Johnson presented the Health and Safety Policy which had been reviewed and updated to conform with new job titles and roles.

13.7.2 **It was resolved** To approve the Health and Safety Policy.

13.8 **Commercially sensitive - Sale of Priory Villa**

This matter is the subject of a separate and confidential minute.

13.9 **Supply Chain (Fees & Charges) Policy**

13.9.1 The VP advised that the annual review of sub-contractor and partner supply-chain fees and charges policy had been completed and was presented for members' approval. All changes were highlighted in the document and reflected minor amendments to latest guidance, compliance and payment schedules.

13.9.2 The VP advised that in future this policy would be brought to the July meeting for approval so that it was in place for 1st August each year.

13.9.3 **It was resolved** To approve the Supply Chain (Fees and Charges) Policy.

14 **Governance and compliance matters**

14.1 **Committee chair role description**

14.1.1 In line with the quality improvement plan for Governance, the DCG advised that the proposed role descriptions had been developed to provide clarity to the chairs of sub-committees of the Corporation in relation to their role and responsibilities.

14.1.2 The Vice Chair of Corporation role description had also been updated in line with the recently approved Chair of the Corporation role description.

- 14.1.3 **It was resolved** To approve the committee chair and Corporation Vice Chair role descriptions.
- 14.2 **Committee Terms of Reference 2022/23:**
- 14.2.1 The DCG advised that the committee terms of reference for Audit Committee and for Search Committee had been reviewed and were recommended by the relevant committees for approval. Any changes to the previous versions were tracked for ease of reference.
- 14.2.2 **It was resolved** To approve the terms of reference for 2022/23 for Audit Committee and Search Committee.
- 14.3 **Quality Improvement Plan for Governance**
- 14.3.1 The DCG presented the draft Quality Improvement Plan for governance for 2022/23. This report carried forward a number of actions which were ongoing from the previous plan and proposed a number of new actions as highlighted at the Corporation Strategic Development event on 23 September 2022 resulting from the revised FE Governance Guide for Colleges, the amendments to the Conditions of Funding Agreement and the duties arising from the Skills and Post 16 Education Act 2022.
- 14.3.2 Once approved, progress against the actions would be regularly reported to the Corporation.
- 14.3.3 **It was resolved** To approve the Quality Improvement Plan for Governance for 2022/23.
- 14.4 **Governor engagement plan for 2022/23**
- 14.4.1 The CEP presented a suggested programme of governor link activities for the year 2022/23, following discussion at the Strategic Development event in September. The programme included:
- A range of activities linked to key area of focus for the College, with the aim of holding one activity approximately every half term. Once agreed the dates for these sessions would be identified and planned throughout the year.
 - Acknowledgement that the Corporation had designated leads for Safeguarding and Careers, who would undertake focused visits and activities in conjunction with the named College lead.
 - A reminder of college celebratory events and activities which members were encouraged to attend.
- 14.4.2 In line with the new statutory requirement contained within Schedule 9 of the Conditions of Funding Agreement for the Corporation to report on governor development and Governance Professional (Director of Corporate Governance) development activity, the search committee would be monitoring these and wider governor development activities during the year.
- 14.4.3 **J Stokes requested that a session be arranged to focus on Adult and Higher Education provision. It was agreed that this would be arranged and the date notified to other members should they wish to join the session.**

- 14.4.4 V Little noted that due to the expiry of her term of office at the end of 2023, the Corporation would need to appoint a new safeguarding lead governor for handover from 2023/24. [She invited any member interested in taking on this role to notify the DCG.](#)
- 14.4.5 V Little provided a verbal update on her recent meeting with the College's Designated Safeguarding Lead. The meeting had covered recent safeguarding developments, the College's relationship with the police, a demonstration of the CPOMs system and other aspects of the safeguarding function. She was able to assure the board that the College's safeguarding arrangements were effective. [She reminded members of the importance of completing their regular safeguarding training in a timely manner.](#)
- 14.4.6 **It was resolved** To approve the governor engagement plan for 2022/23.
- 14.5 **Search committee – minutes of previous meeting held 11/10/2022 and appointment of co-opted member of Standards Committee**
- 14.5.1 D Whatton as Committee Chair presented the draft minutes of the search committee held on 11th October 2022 and recommended the appointment of Julius Adams as a co-opted member of the Standards committee.
- 14.5.2 **It was resolved** To note the minutes of the search committee and to approve the appointment of Julius Adams as a co-opted member of the Standards Committee, subject to satisfactory DBS and references.

15 **Any Other Business**

- 15.1 *Chair recruitment process*
- 15.1.1 The Chair provided an update on progress in relation to the recruitment of a future chair. He advised that four strong applications had been shortlisted who all had relevant education and governance experience. Members agreed to delegate authority to the selection panel on 24th November to appoint the successful candidate as a member of the Corporation, with a view to handover from the current Chair either at the end of his term of office in March 2023, or if appropriate at the end of the academic year following an extension to his term of office which had previously been agreed.
- 15.1.2 The selection panel would consist of those members of the search committee who were available, as well as W Davies and would also be attended by the DCG.
- 15.1.3 **It was resolved** To delegate authority to the selection panel to appoint a member of the Corporation on 24th November 2022.

16 **Date of next meeting**

- 16.1 13th December 2022

The part 2 meeting is the subject of a separate confidential minute.

Approved by the Corporation at the meeting held on 13th December 2022.