

NCG – Corporation Meeting

Draft Minutes of Meeting held on Tuesday 9th July 2019 – 15.00 – 17.45

*Attended for part of the meeting.

Details			Attendance		
Full Name	Position	Initials	Attended	Apologies	No Attendance
Peter Lauener	Chair of Corporation	PL	X		
Mark Squires	Governor	MS		X	
Caroline MacDonald	Governor	CM	X		
Chris Roberts	Governor	CR	X		
John Cuthbert	Governor	JC	X		
Chris Payne	Governor	CP	X		
Cameron Hartley	Student Governor	CH	X		
Visitors/ Presenters					
Jim Woodlingfield	Observer – Previous Staff Governor (Term ended June 19)	JW	X		
David Balme	Executive Director Governance, Assurance & Risk	DB	X		
Mike Wilmot	Chief Financial Officer	MW	X		
Karen Heaney	Chief Operating Officer	KH	X		
Steve Wallis	Executive Director of Quality	SW	X		
Tony Lewin	Principal – Newcastle College	TL	X		
Nicola Taylor	Assistant Director of Governance (minutes)	NT	X		
Matt Hamnett	MH&A	MH	X*		

1. Meeting Administration

1.1. Opening of Meeting and Welcome

The Chair opened the meeting and welcomed the attendees. The Chair formally welcomed CH to the Corporation as the Student Governor. The Chair noted that it had been beneficial for CH to have attended the Governor Conference, as this would have been useful in terms of being inducted to the Board. The Chair advised CH he could ask questions at any point.

The Chair also noted that JW was no longer a Governor and this would be his last meeting. JW's term of office officially ended at the end of June and it was agreed he could attend this Corporation meeting as his last meeting. He would have no voting rights. The Chair noted his thanks to JW and said that he had been an excellent Staff Governor. The Chair confirmed he had spent time with JW to obtain some feedback with regards to the Staff Governor role, and confirmed that there is a plan in place for the recruitment of a new Staff Governor who would hopefully be in place for the October 2019 meeting.

The Chair confirmed that he would like to hold an additional meeting of the Appraisal and Remuneration committee (independent members only) following the conclusion of the Corporation meeting.

The Chair noted the reorganisation of the agenda for this meeting, and confirmed that this was to ensure substantive meeting items were given the time required for consideration and discussion, and to improve the efficiency and effectiveness of the meeting.

1.2. Apologies for Absence

Apologies were received from MS. Apologies were accepted.

1.3. Declarations of Interest

No new declarations of interest were reported.

1.4. Review of Minutes from the Previous Meeting – 4th June 2019

The Board reviewed the minutes of the previous meeting and agreed that these were a true and accurate reflection. The Chair signed a hard copy for filing purposes.

1.5. Register of Board Actions

The Board reviewed the register of actions and noted that actions were going to be covered within the agenda items.

Governors asked if BoardPacks was now being used by all colleges, and DB confirmed it was. Governors agreed that it may take some time to get used to, however it is a secure way to store papers and made reports easily accessible.

DB reiterated the use of the Knowledge Section on BoardPacks following the recent introduction of the Governor monthly circulars.

1.6. Matters Arising

The Chair wanted to clarify that the SPH wording needed to reflect that EDGAR only reports into the Chair of the Corporation in relation to Governance matters. For anything outside of this remit, EDGAR is to report to the CEO.

2. CEO Report



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Board noted the report.

3. Substantive Items

3.1. Business Plans and Budgets, including Cash Flows and Financial Health & Financial and Capital Expenditure

The Chair noted that the process for this item had been very good, and noted the work being doing with Governors and Local College Board Members. The Chair noted that he thought the information pack was very useful and informative.

MW presented the 19/20 Budget. MW confirmed a balanced approach had been taken, being ambitious yet realistic. MW noted that Training Provider closedown had resulted in a £7m additional cash outflow, which has been very damaging. EBITDA will improve in the coming years.

MW confirmed that the budget includes a low level Capex expenditure, and there is no room for any progressive expenditure within this. Unfortunately, this means that there is no ability to move forward with Lewisham Southwark and Newcastle sites unless budget improvements can be made, however there may be opportunities to make headroom by further reducing costs. EBITDA needs to improve to allow further investment. Governors agreed that they would like to see the pipeline in terms of capital to have visibility of this.

Action: MW to provide a list of capital projects in the pipeline.

MW noted that the next 12 months are critical in terms of closing down the training provider businesses, and the final costings of doing so cannot yet be guaranteed.

MW presented the Financial Strategic Goals for 19/20 as follows:

- Exceed budgeted EBITDA of £8.2m with all colleges contributing positively.
- Minimum 25 days cash headroom at all times and a current ratio ≥ 1 at year end.
- Realise a sale of “quick win” properties and progress plans to resolve longer-term excess properties by 2022.
- Ensure successful implementation of new bank covenants and avoid any breaches.
- Implement Corporate Services Review to enable best in class group shared services are fully operational.
- Continue to work on progress best in class integrated operating systems by delivering key IT and system changes.

MW highlighted Governors to the threats listed within the SWOT analysis:

- Uncertainty – significant uncertainties over the cash flow drain from the training provider wind-down.
- Intervention – FY2019 may be close to financial inadequate.
- HE – risk of declining numbers through competition or through the recommended rate reductions in the Auger report.
- Bank covenants – the six new covenants, while built to have headroom, still result in restrictions and maintain a risk of breach.
- Devolution – Income losses in Kidderminster and West Lancs due to devolution.

MW presented the Q3 summary and confirmed EBITDA was better in Q3 than Q2. This was down to some balance sheet releases, the pay award being deferred into the next financial year and not all of the risk provision being required.

MW confirmed that the majority of colleges were seen to be performing better than Q2. It was noted that West Lancashire were not able to deliver their Adult and Apprenticeship Budgets and this needs investigating. There was also £200k needed in West Lancashire for the restructure.

MW referred back to the closure of the Training Providers and the current costs of £7m~. Losses were counted in Q1, however these costs were optimistic. NP has modelled a scenario costing £9mil~ and this is considered to be the “bad-case” scenario as it is important to note that a worst-case scenario is hard to create, as there could be additional unknown costs. MW suggested that a further £1.5mil cost would be damaging in terms of cash balance and bank covenants.

MW presented the 19/20 budget assumptions, which were as follows:

- Balanced approach taken to the budget process.
- All college budgets reviewed by each local college board of governors.
- NCG will retain the entire current 16-18 contract due to growth in numbers at Kidderminster (closure of Stourbridge College and the BMet Kidderminster site) offsetting cessation of study programmes in Rathbone.

- The teachers' pension funding will continue after April 2019 at 100%.
- No additional AEB funding will be received in year.
- The only contingency built into the budget is £0.1m in Group Services.
- AEB devolved only known wins included, (GLA (£10.4m)/W Mids (£0.1m) & West of England (£0.3m).
- HE income reflects assumption on application and progression conversion, OFS grant known.
- Budgeted apprenticeship delivery assumed to fall within the relevant contracts with no contract reductions in year.
- Profit improvement plans included at a divisional level where there is clear line of sight/work underway to achieve.
- Pay award included in line with current union negotiation (£1.4m).
- Teacher increments all included.
- Attrition included in all pay budgets to reflect that vacancies not being filled immediately.
- Pay award currently at group level – will be split into the colleges once budget approved.

MW confirmed that the budgeted overall deficit for 19/20 is £5.7mil. MW noted that the Group Services deficit is increasing and this needs reviewing. Group services are 9% of the overall turnover and this is too high. Governors noted that Group Services restructures had taken place previously and they would like to see a review that would really add value and create effective savings.

MW presented the 3 year plan and Governors noted their disappointment that 20/21 was forecasting a deficit of £6.6m, which is larger than the budgeted deficit of 19/20 at £5.7m. MW noted that this reaffirms how much continuous improvement work is needed, but also is a reflection of the ongoing high depreciation charges (c £15m per annum).

Governors suggested it would be beneficial to have a one-page summary per college to allow visibility and a clear level of detail around the key assumptions, which would flag when issues may occur. Questions could then be posed at College Board Level. Governors asked at what point do Colleges realise they are not going to meet their budget.

Action: MW to include one page summary per College.

Action: MW to share slide decks shared with College Boards with Corporation Governors.

Governors suggested that there has been a previous trend of college income and expenditure not being correct. Governors wanted assurance that this would be correct this year. Governors also asked if anything else could be done in relation to Project Apple to prevent any further cost implications. MW confirmed that he and the team were doing everything they could to ensure the accuracy of the planning going forwards.

Governors thanked MW for the presentation and noted on how comprehensive this was, which they were grateful for.

The Board formally approved the proposed Budget for 19/20.

3.2. Project Apple (MH)

MH entered the meeting.

The Chair invited MH to lead on this agenda item. MH confirmed that transfer deals were in the process of being finalised. The transfer deal with Intequal is for 140 digital apprentices. The transfer deal with Remit is for the majority of the remaining provision, and the transfer agreement for this is being reviewed. The transfer deal with PeoplePlus for the Wales provision is almost ready for signature. MH is hopeful that all transfer deals will go through in July. This would leave the remainder of the DWP work programme contract, the subcontracted provision, and the provision in Scotland. The consultation is starting in Scotland tomorrow, and is due to close in September.

The priorities thereafter are to further review the dilapidation costs of the properties and leases

and to prepare the final ILR with cleansed data. The target completion date is October 2019. It was confirmed that there is risk provision of in relation to any potential clawback from the ESFA, however the issues originally highlighted by the ESFA as part of the investigation were not materially financial as they mostly relate to achievement rates. When the data is being cleansed, a robust and documented process will take place to assure ESFA that the process is credible and the issues have been investigated effectively.

The Board noted the update.

MH left the meeting.

4. Items for Approval / Discussion

4.1. Structure and Committees

During the last Corporation Meeting, it was agreed to review the current structure of NCG in terms of Governance to ensure the structure is the most effective. The Chair confirmed he had considered the current model, and suggested the potential of moving to two Corporation meetings per term, but then introduce additional focussed sub-committees. DB had investigated the structure of local colleges and college groups and presented his paper. The Governors agreed that if any changes were to be made, now would be a good time to do so before any additional governors joined the board. CM noted that she was already on three committees, and felt that the suggested revision would mean there would be repetition from the committees to the full Board. The Governors discussed how many governors would make an effective Board, and agreed that around six further governors would be beneficial without making the Board too large. The Chair noted that to prevent repetition from committees to the Board there would need to be discipline and summaries used.

The Governors noted that the BoardPack for this meeting was over 600 pages long and agreed that this was too much. It was noted that if items were discussed in detail at committee level, a one page document could be submitted to the Board with conclusions, points to note, any areas of threat / weakness.

The Governors discussed as to whether members not sitting on a committee would feel that they were not responsible for this area, and the negative impact this would have. The Governors also agreed they would not want too many separate committees. The Governors noted that the College Boards were also in place and their role could be established further.

The Governors noted that the FEC had recommended a Finance Committee, however agreed that the Board still would need to have sufficient oversight.

The Governors concluded that they preferred the current model, with the Board having full oversight. They were all involved and had the same information. The Governors agreed that they could set aside additional meeting time to further look into specific areas or specific topics when needed, to include time for deep dive discussions.

MW noted that the current governance structure is relatively expensive and that additional meetings and committees would bring further costs. MW also challenged the current level of financial scrutiny. MW suggested that there could be more time spent on finances every quarter. The Governors agreed that there needed to be more of a focus on Finance and Capital, and agreed that this should be project based rather than routine additional meetings. The Governors also agreed that College Boards should be monitoring quality at their local level, and that this is to be overseen and monitored by the Board. TL agreed that the College Boards could take on some of the suggested subcommittee work, and noted that the College Boards have an appetite to do more and take on responsibility for their own colleges.

The Chair noted that the changes concerning the agenda structure were overdue, and agreed that the Board need to be stricter in terms of time spent on agenda items. Consideration needs to take place in terms of length and detail of papers – the Board should be making key decisions and have oversight, rather than looking into items in specific detail. It was agreed that Executive Summaries should be produced.

Action: DB to look into Exec Report Summary templates.

The Chair agreed he would have some further consideration around the discussion and noted that it may be more beneficial to start meetings at an earlier time.

4.2. Banking Process

MW confirmed that a short additional meeting would be required towards to end of July to sign off the financial agreement about the banking process. MW sought permission to approve the heads of terms at this meeting to progress, and then to seek full approval for the documentation by 31st July. MW noted that the documentation has been negotiated by all parties.

MW advised that the additional security as part of the heads of terms is Rye Hill Campus, rather than any additional costs. Flexibility is maintained in terms of funds, and some 'breathing space' is created.

The Governors were not clear around the terms and MW explained in further detail. The Governors asked why security had been given over Rye Hill Campus and not the other sites. MW suggested that this was because Rye Hill Campus would give the greatest value, and the vast majority of loans relate to Newcastle College. The Governors questioned as to whether the Local Boards should know about this, and MW suggested not as this was not part of their remit. The Governors agreed that

they would like the College Boards to be notified and the Chair agreed he would include this in his Chair note.

Action: PL to include note around heads of terms.

Please refer to Annex 1 – Board Resolution.

4.3. Subcontracting Plan 19/20

KH presented the Subcontracting Policy and Plan for 19/20. The Governors asked what the changes were and KH confirmed that the policy has been refreshed but fundamentally remains unchanged. CP noted that this plan needs to be approved by the end of the academic year, however ESFA have changed rules within the past week that have an impact. As a result, CP asked if Governors would approve the plan, subject to changes and further consideration of the new guidance.

Governors queried that the policy noted that contracts would be awarded to contractors graded one and two, however there were a number of contractors graded 3. KH explained that this was due a large number of legacy contracts and noted that there were a small amount in 19/20 relating to the ESFA, Adult Education Budget and ESIF in Cumbria.

The Board approved the report, noting there could be additional changes following the newly issued information from ESFA.

4.4. Media Buying Contract

KH presented the Media Buying Contract Paper and confirmed this was being brought to Corporation due to the total anticipated gross contract value exceeding £1m. KH noted that although the contract was only a small saving, the recommendation was more around achieving better compliance. KH noted that this mainly affects the Newcastle and London Colleges. This contract would be awarded on a zero contract basis.

The Governors sought assurances that this company would have the correct contacts in place to be beneficial to colleges outside of the Newcastle area and this was confirmed. It was noted that there was involvement from the London colleges during the process and their views had been taken on-board.

The Board approved the recommendation to award the contract to Steve Davidson Advertising.

4.5. Agency Resourcing

KH presented the Agency Resourcing paper, and confirmed the challenges in place concerning agency spend, and the previous issues with quality. KH suggested that this solution provides the option to secure agency workers at a commercial rate, but also to adopt a neutral vendor option. The solution also offers the opportunity to create a talent bank. KH noted that Newcastle College have a lot of agency turnaround, and Newcastle and London have confirmed they would be interested in creating a bank of workers. KH advised that there was excitement around this opportunity.

The Board approved the recommendation for the new, procured, Agency Resourcing Solution across NCG via Morgan Hunt.

4.6. Corporation Matters

DB presented the Corporation Matters Report. DB explained the current situation re the separation of the Lewisham and Southwark College Boards and as a result had agreed that existing members could be extended through to the 31st December (subject to Corporation approval). DB also explained the current challenge Kidderminster College Board have in terms of recruitment, and confirmed he had met with the Principal and Chair to discuss. DB agreed (subject to Corporation approval) that two of the current Governors could extend for an additional 2 years to allow time to recruit new Governors to the Board.

TL noted that the Chair of Newcastle College had confirmed his intention to stand down at the end of the academic year. The Chair noted that there was interest expressed from [REDACTED], however she may be interested in becoming a Corporation Board Member, and therefore PL and CR are going to meet her to discuss.

Action: NT to arrange.

The Chair confirmed that Alex Turner had met with TL and agreed to take on the Chair role at Newcastle College, subject to Corporation approval.

The Board approved the following appointments:

- Vicky Heyes – West Lancashire – Staff Member
- Cameron Hartley – Corporation – Student Member
- Andrew Abernathy – Carlisle College – Independent Member
- Nigel Woodcock – Carlisle College – Independent Member
- Chetna Reay – Carlisle College – Independent Member
- Cllr Stephanie Cryan – Lewisham Southwark – Independent Member
- Alex Turner – Newcastle College – Independent Member

The Board approved the following reappointments:

- Brian Seaby – Kidderminster – Independent Member
- Don Beckett – Kidderminster – Independent Member

The Board approved the following extensions:

- Clark Kent Chavez – Newcastle Sixth Form – Student Member
- Lekhnath Pandey – Lewisham Southwark – Independent Member
- Nigel Peet – Lewisham Southwark – Independent Member
- Hilary Moore – Lewisham Southwark – Independent Member
- Elaine Hawkins – Lewisham Southwark – Independent Member
- John Litchfield – Lewisham Southwark – Independent Member (Chair)
- David Wilson – Lewisham Southwark – Independent Member

The Board noted the report.

5. Risk

5.1. Category G – Relationships with Key Partners

DB confirmed that this Risk category had been reviewed and refreshed following Corporation comments at the June meeting. DB confirmed risks would be further refreshed within the new risk management process. Governors agreed that further work needed to be done to mitigate this risk.

The Board noted the report.

6. Policies / Annual Reports /Terms of Reference

6.1. Complaints Policy

SW presented the Complaints Policy. CM noted that the validating partner for HE should also be included.

Action: SW to make changes and send the NT for publication.

The Board approved the policy, subject to the suggested amendment.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

6.2. Health & Safety – Annual Report (SF)

KH presented the H&S Annual Report. KH confirmed that the monthly compliance tracker is reviewed on a monthly basis. KH would like to complete the H&S reviews over the coming months, and provide a further update in September. Reporting levels will be increased and timescales tightened. A system is being looked at for 19/20 to allow the inclusion of evidence when documenting a task is complete.

The Board noted the report.

Action: NT to add update to the September Corporation agenda.

6.3. Health & Safety Policy

KH presented the H&S Policy and confirmed that this will be a compliant policy, and local procedures will be implemented at college level. The Governors wanted assurance that local procedures would be signed off by Group to ensure compliance, and KH confirmed that this would take place at the H&S council meetings.

The Board approved the policy.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

6.4. Modern Slavery and Human Trafficking Statement 19/20

KH presented the updated Modern Slavery and Human Trafficking Statement for 19/20.

The Board approved the statement – however noted that they would like tracked change version of documents going forward in relation to policy / statement updates.

Action: NT to highlight to Exec.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

6.5. Information Policy

DB presented the Information Policy and confirmed that this was a new policy that was used to signpost.

The Board approved the policy.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

6.6. Data Protection Policy

DB presented the Data Protection Policy.

The Board approved the policy.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

6.7. FOI / EIR Policy

DB presented the FOI and EIR Policy.

The Board approved the policy.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

6.8. Disclosure Policy

DB presented the FOI and EIR Policy.

The Board approved the policy.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

6.9. Freedom of Speech Policy

DB confirmed that the policy had been deferred to the September Corporation meeting as it was currently out for consultation.

Action: NT to add to September Corporation Agenda.

6.10. Review of NCG Standing Orders

DB presented the Review of NCG Standing Orders and confirmed that track changes hadn't been available due to the original document being a PDF and subsequent formatting issues following conversion. DB confirmed that the changes were to reflect NCG as a group of colleges, and the membership had been amended to include the maximum of Governors to be 16, rather than 20.

The Board approved the changes to the NCG Standing Orders.

Action: NT to arrange for publication on the Intranet and Website.

6.11. HE Fees Policy

DB presented the HE Fees Policy and confirmed this had gone through the HE Governance Committee.

The Board approved the policy.

Action: NT to send to Colleges and arrange for publication on the Intranet and Website.

7. Executive and Student Reports

7.1. Student Members Report

DB presented the Student Members Report and the Chair offered CH the chance to make any comments. CH noted that learner voice was at the forefront of the reports, which was positive. CH also noted that there did not seem to have been any submissions from Kidderminster College and this was disappointing. CH suggested that if there was no student governor in place, the report could be obtained from a learner engagement (or similar role) staff member. DB confirmed he had sent a reminder to the Principals about the importance of sending a submission, and the Chair asked CP if he could also follow this up. DB confirmed that NSFC have opted to change the cycle for Student Governors, so the governors are recruited in their first year for a period of a year, running to around December in the next academic year. This allows the college to start the recruitment process for a new Student Governor at the start of each academic year.

Action: CP to follow up with the College Principals to ensure a submission is received.

CH wanted to note that the students who were involved in the CEO appointment process had provided positive feedback and felt empowered by this activity. CH suggested that not all of the students would have been familiar with this type of activity and was a great opportunity for them. The Chair also wanted to note his thanks to the students and confirmed he had received great feedback concerning their involvement. The Chair confirmed he would like to write a note to each of the students involved.

Action: PL to contact students involved with a letter of thanks.

The Governors had a query about parent / guardian access to the E-Tracker software and whether access was restricted to the parents / guardians being given access to the data of their children only, and that permission had been granted to do so. TL confirmed that this is covered within the enrolment process.

The Board noted the report.

7.2. Executive Director of Quality

SW presented the report, and the report was taken as read.

SW updated Governors using his Executive Summary which included the following:

- Commentary against the lines of enquiry indicates that progress is broadly as expected, with ongoing concerns associated with English and Maths, largely due to predicted achievement and ETLA.

- Attendance is 86% for both 16-18 and 19+, all colleges remain higher than this point last year; although challenges remain in English and Maths. LSC remains low at 79.2%. Register management (of exam leave and early completers) is likely to explain the marginal decline this month and this will be explored through QCPR and subsequent data checks.
- 16-18 retention remains broadly static compared to the same point last year and at a relatively good level. NSFC and WLC showing improvement and Carlisle regression with a low 16-18 rate; retention is higher than last year for 19+ for all colleges, with the a marginal exception of WLC who are experiencing some challenges with Access to HE provision.
- Best case apprenticeship rates are showing an improvement for all colleges from 17/18; overall rate predictions are all above the 17/18 NR; timely rates still require improvement.
- The June Great Place to Teach will bring to a busy programmes of SCIF activity to a close; the impact of this significant DfE grant and associated work programme will be fully evaluated and evidenced through the SAR.
- SLT have agreed the new SAR template and work is underway to complete the process 1-2 months earlier than in 17/18; resulting in reports to Local Boards in October / November and Corporation in November / December.
- We have received confirmation that the re-inspection of NCG will fall into the new 12 – 30 month framework window (rather than the existing 12-24 month); whilst this can still drift, NCG could be re-inspected as early as Sep 2019 and as late as December 2020.

SW provided a position statement, as requested, within his report to update Governors of the current position, ahead of the 18/19 Self-Assessment Review.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and none had been received. The Chair offered Governors the chance to make comments.

The Board noted the report.

7.3. Chief Financial Officer

MW presented the report, and the report was taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and none had been received. The Chair offered Governors the chance to make comments.

The Board noted the report.

7.4. Chief Operating Officer

KH presented the report, and the report was taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and none had been received. The Chair offered Governors the chance to make comments.

The Board noted the report.

7.5. Executive Director of Governance, Assurance and Risk

DB presented the report, and the report was taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and none had been received. The Chair offered Governors the chance to make comments.

The Board noted the report.

8. Items for Note / Information

8.1. Strategy Update

CP presented the report, and the report was taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and none had been received. The Chair offered Governors the chance to make comments.

The Board noted the report.

8.2. Lewisham and Southwark – Lessons Learned

CP presented the report, and the report was taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and none had been received. The Chair offered Governors the chance to make comments.

The Board noted the report.

8.3. Summary of Conference Feedback

DB presented the report, and the report was taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and none had been received. The Chair offered Governors the chance to make comments.

The Board noted the report.

8.4. – 8.11. College Board Minutes

DB presented the approved minutes from the following College Boards:

- Kidderminster - March 2019
- Lewisham & Southwark – February 2019
- Lewisham & Southwark – May 2019
- Newcastle Sixth Form – January 2019
- West Lancashire – February 2019
- West Lancashire – May 2019
- Newcastle – May 2019

The Board noted the minutes.

8.12. NCG Divisional Updates

DB presented the report, and the report was taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and non-had been received. The Chair offered Governors the chance to make comments.

The Board noted the NCG Divisional Updates.

8.13. Student Union Accounts

DB presented the accounts, and the documents were taken as read.

Governors were asked to highlight any questions / queries / challenges in advance of the meeting and non-had been received. The Chair offered Governors the chance to make comments.

The Board noted the accounts.

9. Any Other Business

The Chair confirmed that the September Corporation meeting had been suggested to take place at Lewisham to allow Governors the opportunity to view the site in which they would be receiving a presentation on during the additional Corporation Meeting to look at the Lewisham and Newcastle College sites. This would include an overnight stay and Corporation Governor Dinner. CR suggested he would not be able to make this due to current commitments.

Action: NT to check MS availability.

10. Date and Time of Next Meeting – 11th September 2019