

Minutes of the meeting of the IEG Corporation held in the Boardroom at Stamford College at 1615 hrs on 23 February 2023.

Present	David Pennell (Vice Chair)	Marco Cereste	Dr Pam Vaughan	Jonathan Teesdale
	Tony Keeling	Mark Haydon	Rod Allerton	Faustina Yang
	Qun Yang	Martin Ballard	Prof Sir Les Ebdon	Angie Morris
	Vincent Brittain			
	Anthony Warner (Staff)	Steve Saffhill (Staff)	Liam Cudlipp (Student PC)	Rachel Nicholls (CEO)
In Attendance	Joanne Ulyatt (GD)	Angela O'Reilly (VPCQ)	Louise Perry (CFO)	Sarah Young (VP SSE)
Apologies	Gillian Beasley	Ian Jackson (Chair)	Alison Fox (EDBD)	Tori Kaczorowska (Student SC)
	Fathima Keegan			

PART ONE

37/22 ELIGIBILITY, QUORUM, DECLARATION OF INTERESTS

- a. The apologies were accepted.
- b. No notice had been received of any Member becoming ineligible to hold office, the meeting was quorate and interests were declared and identified at appropriate agenda items.
- c. There was no urgent business requested.
- d. It was noted that the Student Governor at Stamford College had stepped down and an election process had resulted in the nomination of Tori Kaczorowska whose appointment to the Corporation Board and Curriculum & Quality Committee was **ratified**.

The information was received and noted.

38/22 STANDING ITEMS

- a. The Minutes of the last meeting (13 December 2022) were confirmed for signature. **(Action 15)**
- b. There were no matters arising from the minutes. Due to deadlines, the UCP 5-Year Plan was **approved** outside of committee.
- c. Outstanding Actions. Actions from the last meeting had been implemented.

See referenced minute for full action.		Status
Action 6	16/22a Minutes of the last meeting (18.10.22) approved for signature	Complete
Action 7	17/22d F&R Committee to review the Investment policy in line with the Modern Slavery Statement	14.03.23
Action 8	18/22b ONS Re-Classification to be covered as a substantive item at the January Governor Development Event.	Complete

Action 9	22/22b(i) A 1-hour Safeguarding for Governors training session to be scheduled before February half term	Complete
Action 10	24/22a Final version of IEG Audit Findings Report 2021/22 to be added to Board Intelligence Additional Information shelf once available	Complete
Action 11	24/22g New version of UCP 5 Year Plan to be circulated outside of the Board and to UCP Council	Complete
Action 12	30/22c Governor Development Interviews to be scheduled	Complete
Action 13	31/22h RN to follow up on possible allocation from Combined Authority Transport meeting.	Complete

The information was received and noted.

Actions had been identified. (See Register at end of document)

39/22 COMMITTEE MEETINGS

Minutes of Committee meetings held since the last Corporation were provided; Recommendations to the Corporation for approval were made at the following meetings:

- Search & Governance, 7 February 2023
- a. The appointment of Pamela Kilbey to the Corporation Board and as a member of Curriculum & Quality Committee was **approved**.
- b. The appointment of Tony Keeling to the UCP Council was **ratified**.

The information was received and noted.

40/22 CHIEF EXECUTIVE OFFICER (CEO) REPORT

The CEO Report was considered. The full Reports and Appendices had been circulated well in advance of the meeting and had been noted, particular issues were:

- a. Additional £560k of funding secured as a result of in-year growth was welcome news. Offset by massive gas bill.
- b. Extra funding of £50k received from CPCA for EDI project funding.
- c. Letters to MPs had received positive responses; Shailesh Vara and Paul Bristow are both arranging visits to meet with RN in March.
- d. RN met with both of the CEOs involved in the proposed merger of two local multi academy trusts to discuss. They intend to offer different provision to IEG but nevertheless it would create a sizeable 6th Form. The merger would likely take a couple of years to complete.
- e. The AoC and wider FE sector day of action in Westminster on 1 March will be a key event for lobbying the government. RN has written to Robert Halfon MP as part of the campaign.
- f. The cash position and days in hand was discussed in terms of the impact of the ONS reclassification and whether colleges will be expected to hold such large reserves going forward; there have not been any changes yet but there is talk of a lack of incentive to retain reserves and reclassification could drive more of that behaviour. IEG will have circa £12m in reserves by summer but this will then decrease considerably next year as the CGT project progresses.

The information was received and noted.

41/22 REVIEW OF STATUTORY DOCUMENTS

- a. The paper and suite of documents were presented and approval requested.
- b. There was some discussion around attendance and engagement at meetings.
- c. Scheduling of meetings was further discussed with the suggestion of less Board and Committee meetings and more strategic development events where governors can spend a couple of hours committing to thought processes outside of their committee business. IEG has come through a period where it had to be focussed on the now and is now in a position to consider the future and undertake some post-merger strategic planning. The recent strategic development event was hugely positive and the external guest speakers very beneficial. The GD will look to incorporate this into planning for the 2023/24 schedule. **(Action 16)**

The Suite of Governance Regulatory Documents was **approved** by the Corporation Board.

The information was received and noted.

Actions had been identified. (See Register at end of document)

42/22 GOVERNOR DASHBOARDS 2022/23

- a. The Dashboard has moved from 3 ambers and a red rating in December to 2 greens and 2 ambers. These movements were outlined. Growth and Finance have improved due to extra in-year funding secured and applications for 16-19 looking much stronger than this time last year. Other areas are reasonably flat. No annual staff survey data is available yet so Valuing Our People cannot confidently be moved to green, but all metrics are improving. Achieving Excellence is still too early to move to green but is looking reasonably positive. The main challenge is around attendance, particularly of lower level students of which there are many at PC. Young people are still adjusting to life after Covid and as a result there are some issues with low level disruptive behaviour and mental health issues. Wellbeing are working hard with learners and some learners have been placed on reduced bespoke timetables to try to keep those who are struggling but have a willingness to learn in education. This is being carefully managed on a case by case basis with supporting documentation behind every decision.
- b. Numbers of asylum seekers have doubled in Peterborough and are growing at SC too. This is a difficult group in terms of trauma experienced and trying to settle in a new country. Lots of work is being done to support these learners and IEG recognises the responsibility to try and keep them in education where possible. Governors noted an opportunity to track the performance and destinations of asylum seekers and refugees which will be an interesting story to tell but does not feature in the headlines. There is room for by exception data so this could be added. **(Action 17)**
- c. Governors noted that retention rates for this time of year are really impressive but it is important to get the right balance on this; as previously noted, staff are working tirelessly to ensure that of the students enrolled, although some might not be making the desired progress, are all engaging and trying hard despite some difficult external circumstances. Governors asked if there is enough resource to manage; there are more roles now in that area than there previously was.
- d. HE attendance figures were queried as when comparing the graphs on the dashboard, where other graph lines intersect, HE does not and perhaps indicates an incorrect target. Attendance and retention for HE is high, so the target is likely too low and requires readjustment. **(Action 18)**
- e. As this dashboard is produced for governors, feedback was welcomed as to whether it was useful, easy to read and whether it captures the necessary data that governors wish to see. The dashboard should be written to reflect the strategic intent and so, as the strategic plan is soon to be refreshed, this will feed into work to refine the dashboard in line with the plan.
- f. Significant growth in applications at PC was noted and more L3 students are now choosing IEG rather than staying on at schools. Governors asked if increased applications were across the board or in particular faculties; Creative Arts and Land have seen a real increase in applications; Health and Social Care is incredibly strong and continues to grow; Construction is very strong; Catering is picking up again; Hair has dropped but Beauty has increased.

The information was received and noted.

Actions had been identified. (See Register at end of document)

43/22 EQUALITY, DIVERSITY & INCLUSION ANNUAL REPORT 2021/22

- a. The EDI report, the data for which had already been through F&R and C&Q committees, was presented for approval.
- b. The associated EDI Plan which aims to move IEG forward in terms of the EDI agenda, looks at how to go beyond just reporting for statutory reasons to make the EDI Report a really useful document. This will be a rolling format so some items have already been achieved and others are on track for the target date assigned.
- c. Links with the work that IEG does with asylum seekers and refugees were noted and this will be reflected in future reports and the action plan as it develops over time.
- d. There is more work to be done around data collection and analysis and it is hoped that new systems will assist with this once fully implemented. It is however difficult to secure staff data as completion is voluntary so nobody is forced to submit a response.
- e. It was noted that IEG has also just signed an anti-racism charter.

The EDI Report 2021/22 was **approved** by the Corporation Board for publishing on the IEG website.

The information was received and noted.

44/22 FINANCE REPORT (INCLUDING CAPITAL REPORT)

- a. The report was presented which had been considered in detail at F&R Committee.

- b. The extra £562k in-year growth funding was excellent news but offset by increased energy bills. The team are working through a full P6 re-forecast to better take account of price increases across the board. This will be taken to the next F&R Committee.
- c. Planning consent for the Centre for Green Technology has not yet been received but is expected imminently; CFO to pick this up with MC outside of the meeting. **(Action 19)**
- d. Significant pressure on catering and hospitality across the group due to food price increases was noted. Pricing is under review.
- e. UCP numbers following the second enrolment in January were discussed; numbers enrolled on the Coding course were not as high as expected but Counselling exceeded target, resulting in higher numbers than forecast overall. UCP remains on track for the forecast £27k. Coding is a brand new course and will take some time to market and grow. A decision has also been made to make it a roll on roll off course so it is still expected to hit target by the end of the year.
- f. APT hit targets and exceeded in new adult recruitment over the last 2 weeks so is looking more buoyant.

The information was received and noted.

Actions had been identified. (See Register at end of document)

45/22 RISK MANAGEMENT REPORT – REVIEW OF STRATEGIC RISKS

- a. The report was presented. One financial risk has been reduced and the rationale for this was given.
- b. The HE position remains marginal so the risk rating remains unchanged. New courses have been validated and there have been some changes around bursaries and unconditional offers which it is hoped will improve the financial forecast and help fill the gap caused by the loss of Addict as a partner. UCP's position in terms of applicants is encouraging against a national picture of significant decline in applications through UCAS.
- c. The risks around one transport provider were discussed. This is an area of increasing costs and the outcome of analysis work is only just in. There is a risk in terminating the contract as a tender process could result in bids which increase the costs even further. It is very much a case of how and when IEG choose to pay to make a transition.

The information was received and noted.

46/22 QIP UPDATE

- a. This item had been covered earlier on the agenda through discussions around the dashboard.
- b. How to tackle the 53% completion rate of work experience was raised; it has been difficult to secure work experience opportunities since the return from Covid as employers have been hesitant to resume this. There has been some restructuring within the work experience team due to T levels coming in which require a huge commitment of 45 days for industrial placements. The team are working hard on it and hope to improve the position through the year, establishing many more employer contacts and identifying further development activities, including guest speakers, etc.

The information was received and noted.

47/22 PREVENT UPDATE, RISK ASSESSMENT & ACTION PLAN

The report was presented and a full action plan provided.

The information was received and noted.

48/22 STREAMLINED ENERGY & CARBON REPORT 2021/22

- a. The second IEG SECR was presented for approval to publish on the IEG website.
- b. In terms of the metrics included, it is important to understand the base data so that any movements can be compared, showing how the Group is moving forwards/improving and what changes are being effected. The baseline data for 2019-20 was provided, though this was a lockdown year, so the emissions were naturally lower due to a 12 week closure.
- c. MC advised that he is the Cabinet Member for Climate Change and offered his assistance to work with IEG on these priorities.
- d. MB noted that the single largest scope 3 item is transport and offered to share an assessment document with the CFO to assist with future reports.

The Streamlined Energy & Carbon Report 2021/22 was **approved** by the Corporation Board for publishing on the IEG website.

The information was received and noted.

49/22 URGENT BUSINESS AND NEXT MEETING

There had been no urgent business agreed.

50/22 DATE OF NEXT MEETING

The next meeting would be at 1700 on Tuesday 25 April 2023

ACTION REGISTER

See referenced minute for full action.		Resp	By
Action 15	38/22a Minutes of the last meeting (13.12.22) approved for signature	GD	wie
Action 16	41/22c Reduce routine meetings and introduce more strategic development events into schedule.	GD	04.07.23
Action 17	42/22b To look at adding some by exception data on progress of asylum seekers and refugees to dashboard	CFO/VPCQ	wie
Action 18	42/22d HE targets on dashboard to be reviewed as possibly too low.	CFO/VPCQ	wie
Action 19	44/22c CFO to link with MC re planning consent for CGT	CFO	wie

Staff and student governors and those in attendance left the meeting for confidential items.

The meeting concluded at 5:45pm.