

MORLEY COLLEGE LONDON

GOVERNING BODY

Minutes of a meeting held via Microsoft Teams on Monday 30 March 2020 at 5.30 pm.

Present:

Dr Stuart Edwards, External Governor (**Chair**)
Ms Pauline Egan, External Governor (**Vice-chair**)
Mrs Jane Bailey, External Governor (Items 1-12 only)
Mr Martin Bamford, Co-opted Governor (Items 1-12 only)
Miss Justine Brian, External Governor
Miss Shola Bryan, Student Governor (Items 1-14.1 only)
Mr Pedro Dias Ferreira, External Governor
Mr Michael Doolan, Co-opted Governor (Items 1-14.1 only)
Mr Nic Durston, External Governor
Ms Gill Evans, External Governor
Ms Heather Fry, External Governor
Dr Andrew Gower, Principal and Governor (Items 1-14.1 only)
Mr Luke Howson, Staff Governor (Items 1-14.1 only)
Mrs Irene Lax, Co-opted Governor (Items 1-14.1 only)
Mrs Gail Le Coz, External Governor
Ms Susan Lindsey, Student Governor (Items 1-14.1 only)
Mr

To approve the proposed new suite of KPIs, subject to the inclusion in future KPI reports of prior-year figures as well as in-year targets and of indicators of performance in relation to national Qualification Achievement Rates and Minimum Standards and of reliance on sub-contracted provision (Minute 6.9)

To approve the draft Strategic Framework (amended as necessary to take account of * [ç^! } [! • ç& [{ { ^ } • D for consultation with staff and student representatives and stakeholder advisory groups (Minute 7.1)

To approve a proposal for external evaluation of the Strategic Plan 2016-20 (Minute 7.3)

To approve a revised Fees and Refunds Policy subject to review not later than 31 July 2020 (Minute 8.3)

2. Welcome, introduction and declarations of interest

2.1. The Chair welcomed the eight new governors who were able to attend, and the additional staff representative, who had been invited to attend meetings on the same conditions as if he were a staff governor, but without voting rights. He also welcomed the CFO, who had taken up his appointment on 3 February.

2.2. All governors confirmed that they had no interests that they were under a duty to disclose in accordance with Article 5 of the ~~Ô[||^*^q Á~~ Articles of Association.

3. Minutes of previous meetings

The Clerk told the Board that the minutes of the meetings held on 4 November 2019, 18 November 2019, 16 December 2019 and 20 January 2020, together with the approved draft minutes of the meeting of the Joint Transition Committee held on 13 January 2020, would be circulated after the meeting and would be presented for confirmation to the board meeting on 13 July.

4.

5.4. The Principal also told the Board that, while fees would be charged for courses

meeting of the North Kensington Stakeholder Advisory Group on 19 March had not gone ahead, it was the

£2.9m COVID-19-related deficit and to ensure that the five-year financial plan agreed with the ESFA was brought back on track.

6.5.

7.2. Governors were satisfied that learning opportunities and student experiences related to strategic goals but asked the Principal to reflect further on the use of the phrase between Objectives 3a and 3b could be made clearer. Governors were asked to submit any further comments on the draft document no later than 9 April.

7.3. The Board also approved a proposal for external evaluation of the Strategic Plan 2016-20 and agreed that the results of that evaluation should also be on the 1 June agenda.

Sara Robe

- 10.1. The Risk Management Committee had addressed: risk management, internal and external audit matters, the Whistleblowing Policy and the Financial Regulations.
- 10.2. In relation to risk management, the Board noted that at the time the Committee had met the likely impact of COVID-19 had not been fully apparent. This would clearly be an important issue for the Risk Management Committee to consider, possibly by identifying failure to respond appropriately and build business resilience as a new risk. COVID-19 also increased further the probability of a number of risks already identified at the time of the merger: these were Risk 3 (failure to manage College finances) and Risk 11 (failure to recruit and retain competent and committed staff) as well as Risk 15 (failure to prepare for a major system outage or data breach, including cyber attack). The Board noted that this last risk, together with Risk 9 (failure to manage capital programmes), was assessed as high overall.
- 10.3. It was agreed that Risk 16 (failure to deliver the proposed merger as planned) could be deleted from the Risk Register, subject to continued monitoring of the implementation of the Post Merger Transition Plan by the Risk Management Committee, with regular reports to the Audit Committee and the Board.
- 10.4. In relation to external audit, the Board was pleased to learn that the audited

11.2. The revised Safeguarding Policy was approved subject to the inclusion of a

put any further proposals for strengthening student voice at board level to himself or to the Clerk in time for them to be considered at the meeting on 11 May.

- 13.4. The Board agreed to appoint Gill Evans as lead governor for Equality and Diversity and Susan Lindsey as lead governor for Health and Safety. It was agreed that decisions on filling the vacancy on the Remuneration Committee and appointing a second Governor Reviewer should be deferred to the July Board meeting.

14. Remuneration Committee

- 14.1. The Board received and considered the minutes of the Remuneration Committee (excluding those parts reserved to external governors).

The Principal, the Student Governors, remaining co-opted governors, and members of staff in attendance other than the Clerk and Company Secretary withdrew at this point

- 14.2. See reserved minutes
- 14.3. See reserved minutes
- 14.4. See reserved minutes.

The Clerk and Company Secretary withdrew at this point

- 14.5. See reserved minutes

15. Other business

None

16. Date of next meeting

Confirmed as Monday 13 July 2020 at 5.30 pm at the Waterloo Centre (or via Microsoft Teams).

The meeting ended at 9.05 pm.

Martin McNeill
Clerk to the Governing Body

Confirmed as a correct record at the meeting held on 13 July 2020

and signed à õ õ õ õ õ õ õ õ õ õ õ õ õ ... (Stuart Edwards) (Chair of that meeting)

SCHEDULE OF OUTSTANDING ACTIONS

Minute	Action	Responsible	By when	Progress
10 December 2018				

6.3

Minute	Action	Responsible	By when	Progress
8.3	Consider further changes to number of KPIs and their presentation	Principal with SMT	21 October 2019	
30 March 2020				
1.2	Find opportunity to thank Mr Seriki and Dr Ketteridge for their past service	Clerk	31 July 2020	
1.2	Mr Ward wishes to Mr Ward	Clerk	6 April 2020	
5.2	Circulate to all governors summary of actions taken in response to COVID-19	Clerk	6 April 2020	
5.6	Seek additional financial support from ESFA to cover shortfall in fee, contract and trading income	Principal/ CFO	31 May 2020	
5.13	Endeavour to obtain 3D model of North Kensington Centre	Principal	30 April 2020	
7.2	Comment on draft Strategic Framework	All governors	9 April 2020	
11.1	Produce annual safeguarding report on an academic year basis	Deputy Principal	From November 2020	
13.3	Propose ways of strengthening Student			