



MINUTES OF THE LINCOLN COLLEGE BOARD OF CORPORATION HELD AT LINCOLN COLLEGE ON TUESDAY 22 JANUARY 2019

Present:	James Pinchbeck Haydn Beeken Abbie Bembridge Tim Calvert Nick Cudmore Neil Everatt Heather Fluck Eve Grobelska Brian Hall Gary Headland Danielle Lister Nick Lyons Mark Platts Mike Simpson	Chair Vice Chair and Chair of Performance and Quality Student President [agenda item 41 onwards] Chair of Appraisal, Remuneration and Search Chair of Audit Committee [am session] Academic Staff Governor HE Student Representative Support Staff Governor CEO Vice Chair and Chair of Finance Committee
In Attendance:	Sarah Adams Tom Dannatt James Foster Graham Harrison Mark Locking Jim Newall Jacqui Varlow	Clerk to the Board of Corporation Group Director of Finance and Commercial Managing Director (International and Commercial) Group Director of IT, Information Management & Projects Managing Director (Education and Training Delivery) Group Director of Marketing and Communications Group Director of Human Resources
Apologies:	Dean Graham Mark Speed Daniel Wilkinson Jim Cronin	Student Vice President

35/18 APOLOGIES FOR ABSENCE

Apologies were received from Dean Graham, Mark Speed, Daniel Wilkinson and Jim Cronin.

36/18 ELIGIBILITY, QUORUM AND DECLARATIONS OF INTEREST

It was reported by the Clerk that notice of the meeting had been given and that a quorum was present. Accordingly, the meeting was declared open. There were no declarations of interests made.

37-41/18 BOARD STRATEGY SESSIONS

Informal notes taken.

FORMAL BOARD MEETING

42/18 APPROVAL OF SELF-ASSESSMENT REPORT FOR 2017/18

ML gave an overview of the process followed to produce the Self-Assessment Report for the Academic Year 2017/18. The purpose of the session is final ratification at the end of a year long process. The SAR is no longer a formal requirement for Ofsted but is still sent to them for information. The strengths and areas for improvement looking back over the year are outlined and there is also the Quality Improvement Plan (QIP) that looks at the improvements required over the next year. ML explained that each course team produces their own SAR which is qualitative and data driven. This goes through a rigorous check and challenge process up to Board level to ensure that the necessary assurances are in place before final sign off for inclusion in the document.

The Quality Team pull the team SARs into a whole College SAR. The SAR then goes to ELT to further check and challenge, followed by an External Peer Review session and then the Performance and Quality Committee review session. All feedback and changes have now been made to ensure the document clearly looks forward as well as looking at the previous years' performance. The CEO reported he had attended the P&Q session and explained how this check and challenge had taken place between the SAR and the QIP to ensure that all areas for action have been taken forward. The SAR is a clear example of the core business of the College.

The final document was reviewed by the Performance and Quality Committee held on 19 December 2018 and was now recommended to the Board who were asked to formally approve the SAR for 2017/18.

Agreed: SAR 2017/18 was approved by the Board.

The SAR will now be uploaded to Ofsted prior to the 31 January deadline.

43/18 REMUNERATION COMMITTEE – 22 JANUARY 2019

The Staff and Student Governors were asked to leave the meeting for this item which was considered as a Confidential Item.

The recommendation of the Remuneration Committee in relation to a pay award was approved by the Board.

44/18 URGENT BUSINESS

No items of urgent business were discussed.

45/18 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Tuesday 19 March 2019 at 16.30 hours.

The meeting closed at 17.05 hours.

Signed:

Date: