Minutes of the ninety-seventh meeting of the Brockenhurst College Finance and Standards Committee held on 9 February 2017.

Present:  Mr D Yates  Chair  
Mrs D Roberts  Principal  
Dr C Swan  
Prof A Neill  
Mrs Z Karol  
Dr J Blowers  

In attendance:  
Mr A Scott  Vice Principal  
Mr L Feingold  Deputy Principal, Director of Finance  
Mr D Chapman  Director of Learners  
Mrs A Johnson  Director of Curriculum  
Ms T Joyce  Student Governor  
Mrs L Payne  Clerk to the Corporation  

Meeting commenced at 4.30pm

97.1.  APOLOGIES FOR ABSENCE  
Mr G Beards had apologised for his absence.

97.2.  DECLARATIONS OF INTEREST  
No member declared any conflict of interest with the Agenda.

97.3.  MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2016  
The minutes of the meeting held on 9 November 2016, having been previously circulated to Members, were approved as a true record and signed by the Chair.  
All Members were agreed.

97.4.  MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2016  

96.6.2 Foreign Travel  
The Principal said that the Director of Finance would report on the International Strategy at the next meeting.  

96.7.1.2 Equality and Diversity Key Indicators  
The Vice Principal said there was still a delay in providing these indicators this would be reported at the next meeting.
96.7.5 Examination Results
Professor Neill said he would share some of the information in the higher education report with the Principal to inform the committee.

96.7.6 Preliminary Achievement (success) Rates Report and Action
It was noted that the role of the Achievement Working Group would be delivered by the Governor Champions sharing the results of their activity.

It was noted that all other matters arising had been actioned or would be covered within the Agenda.

97.5. STRATEGIC PLAN 2015-2018 PROGRESS TO DATE AND TOP LINE STRATEGIC PRIORITIES
This item was presented by the Principal. Members were asked to consider and note the College's Strategic Plan for 2016-2019 and the progress made to date in the top line strategic priorities. The Principal went through the Strategic Plan; she said there had been some external validation in the process. The Principal went through the top line strategic priorities and these were discussed. Members noted the progress to date.

The report was noted.

97.6. FINANCE
97.6.1 Debt Write Offs
This item was presented by the Director of Finance. Members were asked to note the debt write offs for 2016-2017.

The report was noted.

97.6.2 Policies

97.6.2.1 Tuition Fees Policy
Members received the Tuition Fees policy which was considered in detail. Members agreed to recommend the Tuition Fees policy to the Board for approval.

All Members were agreed.

97.7. QUALITY AND STANDARDS

97.7.1 Qualification Achievement Report
This item was presented by the Vice Principal. Members received an updated overview of performance for 2015-2016 for achievement rates on classroom learning courses. The Vice Principal said that the publication of the benchmarking report, matching College performance against national data, had been delayed. He said that it would, hopefully, be available at the next meeting of the committee.

The report was noted.

97.7.2 Quality Improvement and Development Plan 2016-2017 January 2017 Update for Leadership and Management
Members had received the Quality Improvement and Development Plan (QIDP) 2016-2017 January 2017 update Leadership and Management this had also been shared with Ofsted inspectors during the inspection week. Members were asked to note the update.

The update was noted.
97.7.3 Destinations of Students – Update
Members received a report on the progression of those learners completing courses in 2015-2016.
   The report was noted.

97.7.4 Voice of the Learner 2015-2016
Members had received an overview of learner views and feedback. The Vice Principal advised members the various ways in which the learner data was collected. Members noted the summary of student views in all the categories requested, and focussed discussion on the best and worst aspects of the College, identified in the feedback. The Student Governor, Thea Joyce, felt that the process was really useful whereby students could indicate their views in so many key areas. She felt students enjoyed the process.
   The report was noted.

97.7.5 Voice of the Employer 2016
Members received an overview of employer views and feedback for 2016. These were discussed and noted.

97.8. SIXTH FORM

97.8.1 Student Recruitment for Sixth Form 2017-2018
This item was presented by the Director of Learners. Members received an update on Student recruitment to the Sixth form College for 2017 entry and the action being taken to ensure that recruitment remained strong.
   The report was noted.

97.9. EMPLOYMENT AND PERSONNEL COMMITTEE REPORT
There were no items to bring to the attention of the Finance and Standards committee from the recent Employment and Personnel committee.

97.10. STUDENTS’ UNION COMMITTEE MINUTES OF MEETINGS

97.10.1 Members noted the Student union committee meetings of the 17 October 2017, 28 November 2017 and 23 January 2017. The Student Governor highlighted how Health and Safety and the Prevent was presented by tutors in relation to the minutes of the 23 January 2017.

97.11. ANY OTHER BUSINESS
No other business was raised.

97.12. EVALUATION
Members were pleased to complete an evaluation of the meeting highlighting where they had added value and made appropriate challenge.

97.13. DATE OF NEXT MEETINGS
   Tuesday, 13 June 2017 at 5.00pm
   Thursday, 9 November 2017 at 4.30pm

Meeting ended at 5.40pm