

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

CORPORATION

MINUTES OF A MEETING HELD ON WEDNESDAY 8 MAY 2024

Membership (20):	1.	*	Mike Howe	External Member	Chair
	2.	*	Anthony Bravo	Principal	
	3.	*	Priya Brown	External Member	
	4.	*	Charles Cardiff	External Member	
	5.	*	Terry Clarke	Staff Member	
	6.	*	Kevin Croombs	External Member	
	7.	*	Steve Fussey	External Member	Vice Chair
	8.	*	Beryl Huntingdon	External Member	
	9.		Adam Lupton	External Member	
	10.	*	Nicole Martin	External Member	
	11.	*	Arun Mummalaneni	External Member	
	12.	*	Dave Murray	External Member	
	13.		Martin Slatford	External Member	
	14.		Toby Sole	Student Member	
	15.		Ian Ward	Staff Member	
	16.	*	Colin Willoughby	External Member	
	17.	*	Pamela Woolgrove	External Member	
	18.		Vacancy (AMi)	External Member	
	19.		Vacancy (BS)	External Member	
	20.		Vacancy (JB)	External Member	
Quorum:					
		8 required	13 present	Meeting quorate	
In Attendance:					
	*	Simon Burrell	Clerk to the Corporation		
	*	Lorraine Heath	Deputy Principal (DPCPI)		
	*	David Moir	Deputy Principal (DPFR)		
Present at meeting:					
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PART 1 – NON-CONFIDENTIAL MINUTES

		ACTION
1350.	<p>APOLOGIES FOR ABSENCE</p> <p>Adam Lupton, Martin Slatford, Ian Ward.</p>	
1351.	<p>CODE OF GOOD GOVERNANCE</p> <p>A copy of the updated AoC's Code of Good Governance (Code) was received and considered.</p>	

<p>1351. (cont)</p>	<p>The Clerk advised that the original Code had been adopted by the Corporation in 2016, followed by an updated version in 2019. The current update (2023) took a different approach, was shorter and more succinct, and was based on:</p> <ul style="list-style-type: none"> • Six fundamental principles forming the core of the Code, presented in the context of Further Education using sector-specific language. • Emphasised sources of assurance, both internal and external, without it being an audit tool or checklist. • Avoided unnecessary complexity, promoting autonomy, and flexibility. • Encompassed the entire organisation. • Brought together structures, policies, processes, behaviours, and relationships, recognising their inter-dependence. • Designed not to duplicate or repeat other documents but to serve as a signpost to relevant sources. <p>The new code was centred around six Governance Principles:</p> <ol style="list-style-type: none"> 1. Determination of organisational aims and strategic oversight. 2. Responsibility and accountability. 3. Leadership and integrity. 4. Collaboration and stakeholder engagement. 5. Regulatory compliance. 6. Board and organisational effectiveness. <p>The Clerk also highlighted that the Code continued to include a reference that Members should not serve for more than two terms (Principle 6). He reminded the Corporation that when it adopted the two previous versions of the Code it had reserved the right to appoint Members for more than two terms, based on a review of their performance, skills, specialist experience or expertise, and that they would support the continuity of membership to enhance good governance and operation of the Board. He stressed that, regardless of the number of terms served, all proposed re-appointments were considered following a formal recommendation from the Search Cttee.</p> <p>In reviewing the updated (2023) Code it was proposed that the Corporation reviewed one on the six principles and each meeting.</p> <p style="text-align: center;">It was RESOLVED that the revised Code of Good Governance be adopted, with the proviso that the Corporation reserved the right to appoint Members for more the two terms based on a detailed review of each Members subsequent re-appointment by the Search Cttee. (Proposed by Charles Cardiff, Seconded by Beryl Huntingdon)</p>	<p style="text-align: center;">Clerk</p>
<p>1352.</p>	<p>ACCOUNTABILITY STATEMENT (AS) 2024/25</p> <p>The DPCPI gave a presentation to the Corporation on the proposed Accountability Statement 2024/25. She advised that it had been based on the 2023/24 version with minor updates to reflect the current strategic plan. However, she advised further that there was still some further work to be undertaken before the final draft could be presented to Members.</p> <p>The DPCPI advised that the DfE overall expectation of the AS was that it outlined how the College would meet local needs, how it related to the College’s strategic plan, and would be used as a reference guide as part of the annual DfE review meeting with the College.</p> <p>The DPCPI reminded the Corporation that it had a statutory duty to review how well the AS met local needs and the local skills improvement plan.</p>	

<p>1352. (cont)</p>	<p>In reviewing the proposals for the Accountability Statement 2024/25 the Corporation noted the outline for the priorities for 2024/25.</p> <p>It was agreed that the DPCPI would circulate a draft of the Accountability Statement by email for Members their consideration and comments. In the absence of a further meeting of the Corporation before the deadline for the submission of the AS it was proposed that approval be given in principle and that the Chair and the Principal be given delegated authority to agree the final version on behalf of the Corporation.</p> <p style="text-align: center;">It was RESOLVED that the Accountability Statement 2024/25 be agreed in principle, and that delegated authority be given to the Chair of the Corporation and the Principal to agree the final version. (Proposed by Colin Willoughby, Seconded by Priya Brown)</p> <p><i>[Subsequent to the meeting a copy of the DPCPI's presentation has been added to the Development Day programme papers on Trust Governor]</i></p>	
<p>1353.</p>	<p>DATES OF FUTURE MEETINGS <i>[Meetings commence at 4.30pm unless stated]</i></p> <p>Wed 3 July 2024 Wed 9 Oct 2024 Wed 6 Nov 2024 (3.00pm Development Day) Wed 11 Dec 2024</p>	
<p>(5.53pm)</p>	<p>Part 1 Meeting closed</p>	

<p>Confirmed as a Correct record:</p>		<p>3 July 2024</p>
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