

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

CORPORATION

MINUTES OF A MEETING HELD ON WEDNESDAY 9 OCTOBER 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.		Nicole Martin	External Member	
	10.	*	Arun Mummalaneni	External Member	
	11.	*	Dave Murray	External Member	
	12.	*	Martin Slatford	External Member	
	13.	*	Toby Sole	Student Member	
	14.	*	Ian Ward	Staff Member	
	15.	*	Colin Willoughby	External Member	
	16.	*	Pamela Woolgrove	External Member	
	17.		Vacancy (AMi)	External Member	
	18.		Vacancy (BS)	External Member	
	19.		Vacancy (JB)	External Member	
	20.		Vacancy (AL)	External Member	
Quorum:					
		8 required	14 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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PRE-MEETING DEVELOPMENT BRIEFING

Safeguarding Update

A presentation by Alexis Smith, Assistant Principal for Foundation Learning and Student Voice (AP)

The AP gave a presentation updating the Corporation on safeguarding matters. In particular she highlighted a number of matters that the Corporation should ensure that:

- Appropriate policies and procedures were in place, including filtering and monitoring
- The Safeguarding Policy was reviewed annually, and the Safeguarding Annual Report received and approved
- All other policies reviewed regularly

- Keeping Children Safe in Education (KCSIE) Part 1 and Annex B updated
- Hampshire Annual Audit received and noted
- Action taken in a timely manner to safeguard and promote children's welfare
- Clear processes in place
- All staff complete online training and have safeguarding induction

The AP also:

- re-iterated the positive comments received from OfSTED regarding leadership, management and the learners.
- Highlighted the changes for 2024 re KCSIE
- Updated IT and monitoring systems in place within the College

Matters affecting BCoT during 2024/25 would include:

- Finances will have an impact on many of our students and their families - the impact of the cost of living
- Concerns about refugees and asylum seekers particularly following riots and false news
- Vaping
- Social media desensitisation
- Awaiting Government legislation on guidance on supporting Transgender students in education
- Bereavement
- Continuing to see high numbers of students with anxiety and this has impacted on education with lots of missed learning
- The 2024 cohort were in year 7 at the start of the COVID lockdown
- There had been an unexplained student death the first day of term
- 50 students registered on the vulnerable bursary
- Over 200 students with EHCPs

Ongoing activities at BCoT included:

- Young people taught about safeguarding, including online, through teaching and learning opportunities
- Inductions in PD sessions
- Awareness days
- British values embedded in schemes of work
- Marketing campaigns

Hampshire County Council Audit Development Area, activities include:

- To check and update safeguarding training for staff
- To formalise the safeguarding meetings and minute appropriately
- To check with SS around governor safeguard training to ensure we are compliant
- Staff training around Prevent
- Safeguard system, to close down the cases with clear explanations
- More focus groups to ensure staff understanding
- Continue with the 6-weekly newsletter

Safeguarding Annual Report 2022/23 and Audit Return

The Corporation received and considered the Safeguarding Annual Report 2022/23 and Audit Return.

It was RESOLVED that the Safeguarding Annual Report 2022/23 be agreed, and Audit Return be received and noted.

PART 1 – NON-CONFIDENTIAL MINUTES

(5.09pm)		ACTION
1374.	<p>APOLOGIES FOR ABSENCE</p> <p>Beryl Huntingdon.</p>	
1375.	<p>DECLARATION OF INTERESTS</p> <ol style="list-style-type: none"> 1. Anthony Bravo declared an interest regarding WBTC. 2. Arun Mummalaneni declared an interest that he was an elected Councillor for Hampshire County Council and for Basingstoke & Deane Borough Council. 	
1376.	<p>NOTIFICATION OF ANY OTHER URGENT BUSINESS</p> <p>There were no items of Any Other Urgent Business notified.</p>	
1377.	<p>MEMBERSHIP OF THE CORPORATION</p> <p>1. Appointment of New Members</p> <p>The Search Cttee had met recently with four prospective new Members and had recommended that each be appointed to the Corporation. The CVs for each prospective new member were received and noted.</p> <p>The Chair advised that he and the Principal had individually also met each prospective new Member and were satisfied that each prospective new member had specific skills and experiences that would be beneficial to the skills requirements of the Corporation.</p> <p style="text-align: center;">It was RERSOLVED that Caroline Baker, Maria Miller, Rowena Prenderville and Sam Swinstead be appointed as External Members, each for a four-year term of office.</p> <p style="text-align: center;">(Proposed by Pamela Woolgrove, Seconded by Terry Clarke)</p>	
1378.	<p>MINUTES OF THE PREVIOUS MEETING</p> <p>The Minutes of the Meeting held on 3 July 2024 were confirmed as a correct record and were signed by the Chair.</p>	
1379.	<p>MATTERS ARISING FROM THE MINUTES</p> <p>There were no Matters Arising discussed that were not due to be considered elsewhere at the meeting.</p>	
1380. (5.20pm)	<p>ACHIEVEMENT 2023/24 UPDATE</p> <p>A written report was received for information and noted. The DPCPI stressed that the data contained in the report was, currently, provisional.</p> <p>The DPCPI advised that the headline results were all graded 'green', with all areas showing increases over the previous two years. However, although the headline retention rate had 'dipped' slightly, the pass rate had improved, resulting in a positive improvement on the overall achievement rate.</p> <p>T Level data related to three different subjects and showed high pass rates in each. However, there was no national data available to compare BCoT's performance against.</p>	

<p>1380. (cont)</p>	<p>With regards to 19+ achievement, whilst most results were currently 'provisional', the DPCPI did not expect that there would be any significant changes.</p> <p>Apprenticeship achievements showed a year-on-year improvement, and were similar to national data. In response to a question from a Member the DPCPI confirmed that the overall number of apprenticeship leavers declined since Covid in 2020.</p>	
<p>1381. (5.48pm)</p>	<p>ENROLMENT 2024/25 UPDATE</p> <p>A written report was received for information and noted. The DPFR advised that enrolments had exceeded the targets set. 16–18-year-olds had increased by 120 (target +17) and 19+ had increased by 28 (target assumed no growth). Apprentice enrolments had also shown a slight increase but was better than planned. T Level enrolments had not been as good as anticipated, and that there were only two T Level courses running (in Engineering and Business).</p> <p>It was noted that the previous government's qualification defunding plan had been paused for further review by the new Government. The DPCPI advised that she had been at an online meeting with the DfE earlier that day, and that there was some optimism that any changes might not be as significant as originally planned.</p> <p>In response to a question from a Member related to the number of enrolments by feeder schools, the DPFR advised that there had been an increase from seven of the key feeder schools, with a slight reduction in the remaining three. Overall, the main feeder schools accounted for 54% of year 12 enrolments, with other schools/out of area enrolments accounting for 46%.</p> <p>In response to a question from a Member the DPFR advised that only those students who exceeded the first 42 days would count towards funding. However, there had been a slightly higher number of withdrawals in the first three weeks of the Autumn Term, but that enrolments were ongoing and should increase further.</p>	
<p>1382. (6.08pm)</p>	<p>FINANCIAL UPDATE</p> <p>The DPFR advised that the 2023/24 end of year accounts were currently being prepared and he anticipated that they would outturn close to the forecast in the Management Accounts.</p> <p>With regards to 2024/25 income, the DPFR advised that he expected income to be close to the level that had been budgeted for. In response to a question from a Member he confirmed that the College had a full establishment of teaching staff to deliver the increased enrolments, but that within the overall student body there had been an increase in support needs which would incur additional costs not provided for in the budget and that these were currently being assessed. .</p> <p>The F Block project was broadly on target. The essential requirement for rooms to be available for teaching at the start of the year had been achieved, but the cladding works had overrun by two weeks. The solar panels had been installed and were generating power. Overall, the scheme was within budget.</p>	
<p>1383. (6.12pm)</p>	<p>RESERVES POLICY</p> <p>A written report was received and considered. The DPFR advised that as colleges had been re-classified back to the public sector, they were required to produce a policy related to the use of any reserves that they held.</p> <p>The DPFR advised that the detailed implementation of the policy and the levels of reserve required would be conducted by the Finance & Resources (F&R) Committee.</p>	

1383. (cont)	<p>The Corporation was asked to approve the policy statement now so that the 2023/24 Accounts could be prepared, and that the F&R Cttee would then look at the details.</p> <p style="text-align: center;">It was RESOLVED that the Reserves Policy be agreed. (Proposed by Kevin Croombs, Seconded by Colin Willoughby)</p>	
1384. (6.25pm)	<p>PRINCIPAL'S REPORT</p> <p>The Principal updated the Corporation on various matters. In particular, he advised that:</p> <ul style="list-style-type: none"> • All data was looking very good • Enrolment and finances were good • The Open Evening held earlier that week had seen a large increase in attendees • The mobile phone policy had been implemented and was working well • The Staff Survey had shown very good results, and that 100% of respondents were proud to work at BCoT 	
1385. (6.26pm)	<p>WEST BERKSHIRE TRAINING CONSORTIUM (WBTC) UPDATE</p> <p>The Principal advised that the end of year financial results for WBTC had exceeded the financial plan. There were, though, some vacancies on the Board of Trustees and that he was currently seeking new Members for appointment to it.</p>	
1386.	<p>DATES OF FUTURE MEETINGS <i>[Meetings commence at 4.30pm unless stated]</i></p> <p style="text-align: center;">Wed 6 Nov 2024 (3.00pm Development Day) Wed 11 Dec 2024 Wed 2 Apr 2025 Wed 7 May 2025 (3.00pm Development Day) Wed 2 Jul 2025</p>	
(6.28pm)	Meeting closed	

Confirmed as a correct record		11 Dec 2024
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