

BOARD OF GOVERNORS

HELD AT THE CITY OF OXFORD CAMPUS ON 22 OCTOBER 2018

PRESENT

Chris Jones (1/1) Chair of the Corporation  
Tracey James (1/1) Vice Chair of the Corporation  
Sally Dicketts (1/1)  
Maire Brankin (1/1) Chief Executive Officer  
James Dipple (1/1)  
Doreen Mathias (1/1)

Pauline Odulinski (1/1)  
Nina Robinson (1/1)

Bob Sims (1/1)

Staff Governor

CLERK:

Julia Von Klonowski (1/1) (as indicated in the minutes)  
Malcolm Wicks (1/1)

IN ATTENDANCE

Steve Ball Chief Finance Officer  
Lee Nicholls Deputy Chief Executive Officer

**ACTION**

Pauline Odulinski Group Executive Director (CEO) of Activate

Fiona Stowell Apprenticeships (as indicated in the minutes)  
COO of Activate Apprenticeships (as indicated in the minutes)

Jackie Grubb Principal of City of Westminster College

Jamie Wade

**PART I**

The meeting started at 16:05.

The Chair welcomed everyone to the meeting and introduced Jackie Grubb who



MINUTE  
NO.

ACTION

the Saudi Partnership. The Board noted that scrutiny would be applied by the External Auditors and the Audit and Risk Committee prior to the presentation of the 2017/18 Financial Statements at the December Corporation meeting.

The CFO presented the ESFA financial health ratings in light of the 2017/18 outturn, and advised the Board of the intention to moderate for the exceptional income items, in order to avoid apparent fluctuation in financial health. The Board noted the continued upward trend in financial health and congratulated the CFO for his work.

**Action:** Circulate the full ESFA financial health dashboard to the Board

CFO

The Board considered the impact of the upcoming mergers on ESFA financial health ratings, and were assured that the Corporation's 'good' rating would remain and that the overdraft facility may not be necessary following the award from the Transaction Unit.

The Board considered the income from the Saudi Partnership and noted that the

[REDACTED]

income was reserved for specific investment and would not be used to cover deficits. The Chair advised the Board that the Saudi Partnership contract was due to end in August 2019, and the possibility for a 12 month extension was being

[REDACTED]

MINUTE  
NO

ACTION

*The meeting was paused at 16:30 and restarted at 16:40*

7

CEO Report

The Board received CEO Report, which was taken as read. The CEO provided

The Board considered the Institute of Technology bid, and one member offered her support for the project.

**Action:** Ask the Group Executive Director, Technology, to contact JVK about the Institute of Technology bid

Clerk

The Board noted the new curriculum delivery model, and advised the executive team to design attendance measures for the new model sooner rather than later

The Board were encouraged to support the Association of Colleges' #loveyourcollege campaign.

The Board considered external factors affecting student recruitment and retention, and the Staff Governors advised that improvements in the induction process had

MINUTE  
NO.

ACTION

10.

Framework for Governance

*Activate Learning Framework for Governance & Search and Governance*

This item was deferred to the next meeting of the Corporation. All members were agreed.

**Action:** Agenda Item, December Corporation Meeting: Framework for Governance and Search and Governance Committee Terms of Reference

Clerk

11.

Minutes of Committees

*Search and Governance*

The Board received the minutes of the Committee meeting on 09 July 2018 and the Chair of the Search and Governance Committee provided an update from the meeting on 08 October 2018. The Board noted the Committee's discussion

around board diversity, and considered the value of leading in acknowledging and

Summary of Actions

	All
Circulate the full ESFA financial health dashboard to the Board	CFO
Agenda Item, December Corporation Meeting: Saudi Partnership Extension	Clerk
Agenda Item, May Away Day: Deep Dive, Activate Learning Pathways	Clerk
Ask the Group Executive Director, Technology, to contact .IVK about the	Clerk

Institute of Technology bid	
Provide a student feedback update to the December meeting	CEO
Agenda Item, December Corporation Meeting: Framework for Governance and Search and Governance Committee Terms of Reference	Clerk
Agenda Item, May Away Day: Inclusion Agenda (what does it mean, how are we responding and what action can we take)	Clerk