

## The Manchester College Board

Minutes of the meeting held on 4 May 2023 at 10.00am at CCM

Present: Dame Ann Limb (Chair), Catherine Hill OBE, Mark Fletcher, Philip Johnson, Justice Ellis, Rachel Curry (Principal)

Apology: Jenifer Burden MBE

In Attendance: Barry Atkins (VP FE Curriculum), Mark Harris (Vice Principal: Adult Curriculum) Christine Kenyon (Deputy Principal), Kate Mackenzie (Deputy Company Secretary & General Counsel), Debbie Sanderson (Divisional Finance Director - College and Income Team), Marie Stock MBE (Vice Principal – Student Experience and Support), Michael Walsh (Deputy Principal: Adult Curriculum and Student Support) and, Ed Lack ( Group Director of Quality).

For Item 46/22 : Sukhjeet Rai (Student Voice Manager), Alanis MacDonald (TMC student), Fatima Rasool (TMC student), Susan Sadat (TMC student)

Apology: Lorna Lloyd-Williams (Company Secretary & General Counsel)

*No declaration of interests were received.*

### Part A

42/22	<p><b>Part A minutes of the meeting held on 15 February 2023</b></p> <p>The Part A minutes of the meeting held on 15 February 2023 were received and approved as a correct record and signed by the Chair.</p>
43/22	<p><b>Matters Arising</b></p> <p>The Board received an update for assurance and noted the actions completed including those items that had been incorporated into the agenda for the meeting in respect of attendance and the Maths and English subject area presentation. In relation to the deep dives, two members provided a summary of the benefits they had gained from accompanying quality colleagues on recent deep dives which related to sport, performing arts and beauty . The opportunity to engage with students and staff in this way was reported to have been very helpful in providing a rich context to enable understanding, triangulation, scrutiny and challenge at meetings moving forward and to gain a deeper insight into the complexity and nuance pertaining to quality delineated by both campus and subject matter areas and what was involved in inspection. Board members welcomed further opportunities of this nature. The value for colleagues of members having attended and meet with</p>

	<p>them and students and the positive sense of how relatable Board members were to students was also shared and the positive energy and momentum that this had created in the teams.</p>
<p>44/22</p>	<p><b>Accountability Statement</b></p> <p>The Board was informed that in line with the government sector reforms the Group was now required to submit accountability agreements on an annual basis and these need to be approved by the Group Board. One element of this was the requirement of funding to submit an accountability statement for the academic year 2023-24 by 31<sup>st</sup> May 2023. It was confirmed that the DfE had published several Annual Accountability Statement examples, and an example accountability statement was attached for information.</p> <p>A summary of the expectations pertaining to this submission was shared with confirmation that as a minimum the accountability statement should include sections on:</p> <ul style="list-style-type: none"> <li>• Purpose – a brief statement of key purpose and strategic objectives;</li> <li>• Context and place – particular characteristics, main geographical area and any specific economic and social characteristics;</li> <li>• Approach to developing the accountability statement – the approach to identifying key priorities and target outcomes;</li> <li>• Contribution to national, regional, local priorities – set out for the year ahead and incorporating priorities identified in the LSIP, our strategic plan, and priority areas for performance improvement;</li> <li>• Corporation statement – confirmation of governance sign off;</li> <li>• Hyperlink – to the accountability statement on the website;</li> <li>• Supporting documentation – e.g. LSIP, Ofsted inspection report, etc.</li> </ul> <p>It was confirmed that the GM LSIP – which should have been produced by the end of March – had not yet been received. By way of assurance however it was confirmed that GM colleges had, however, received a baseline data report and continued to work closely with the GM Chamber and CA to ensure priorities were aligned as further information was released. In the meantime, TMC was using skills need information already available to it and used currently in shaping the current and planned curriculum offer to inform its accountability statement.</p> <p>It was confirmed that work was underway to draft the TMC version and this required further work in the absence of the LSIP priorities. Assurance was provided however that the accountability statement would be completed to deadline with the intent that the finalised annual accountability statement be presented for approval at the LTE Group Board Strategy Days on 26 May 2023.</p> <p>It was agreed that the accountability statement be circulated to the Board for consideration prior to submission to LTE Group Board .</p> <p><b>Action Principal and Co. Sec &amp; GC</b></p>

	<p>The Board was also reminded of the emphasis of skills both within the EIF inspection framework and additionally the statutory duty to review provision in relation to local skills needs under a new section 52B of the Further and Higher Education Act 1992. Given the increased emphasis on skills therefore both locally and in the EIF, it was suggested that a link governor for skills be identified within the TMC divisional board and discussion ensued on the merits and process for the same. The Board also mooted whether a dedicated TMC safeguarding link member from the TMC Board membership should also be considered in addition to the existing overarching Group safeguarding link governor role. An action was taken for consideration to be given to an apposite way forward pertinent to the governance structure of the Group.</p> <p><b>Action : Principal and Co. Sec &amp; GC</b></p>
<p><b>45/22</b></p>	<p><b>Draft Cycle of Business</b></p> <p>The draft cycle of business for 2023/24 was presented for consideration and approval. The Board agreed that a short additional meeting in September, to scrutinise the SAR should be included.</p> <p><b>Action : Co. Sec &amp; GC</b></p> <p>Whilst the Board appreciated that this remained a live document and therefore could be the subject of additions as the year progressed fundamentally it was :</p> <p><b>RESOLVED</b> that the cycle of business for 2023/24 as received be approved, subject to the addition as above.</p>
<p><b>46/22</b></p>	<p><b>Student Voice – mid-year survey results and update on student voice activities</b></p> <p>Alanis MacDonald (supported internship at Salford Quays), Fatima Rasool ( Level 3 Health &amp; Social Care – Openshaw) and Susan Sadat ( L2 Health &amp; Social Care Openshaw) joined the meeting together with the student voice manager Sukhjeet Rai.</p> <p>Following introductions, members asked a number of probing questions. Discussion was wide ranging and encompassed exploration of the following themes :</p> <ul style="list-style-type: none"> <li>• The highlights of current work experience;</li> <li>• What TMC could be better at;</li> <li>• The experience of studying Maths and English and whether students had been positively impacted both in terms of confidence (upon achieving a higher grade second time around) and vocational aspirations;</li> <li>• The mechanism by which students had been chosen to attend the Board meeting and the pride students had felt to be selected;</li> <li>• What the one thing the students would change at the college;</li> <li>• Student emphasis on the value of quality work experience for progression</li> <li>• Students felt safe on campus</li> </ul>

	<p>An update on the TMC student voice strategy which contained an analysis of the activity in the second term of the academic year was also received.</p>
	<p><b>RESOLVED</b> that as the items to be considered are deemed commercially sensitive, the Board moved into confidential session.</p>
	<p>----- <b>Chair</b></p> <p>----- <b>Date</b></p>