

MORLEY COLLEGE LONDON

GOVERNING BODY

- x To appoint Justine Brian as Lead Governor for Safeguarding and Prevent for 2018-19 (Minute 10.1)
  - x To appoint Nic Durston as Lead Governor for Fundraising for 2018-19 (Minute 10.1)
  - x To appoint Steve Ketteridge as Lead Governor for Health and Safety for 2018-19 (Minute 10.1)
  - x To appoint Fiona Stephen as Lead Governor for Equality and Diversity for 2018-19 (Minute 10.1)
  - x To approve the Code of Practice on Freedom of Speech and Expression, subject to a final review by the College's solicitors (Minute 11.2)
  - x To approve a revised work programme for 2018-19, subject to two amendments (Minute 12).
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1. Apologies for absence and quorum

The Clerk reported that he had received apologies from Sara Robertsoñ

3.4. Asked why a student should study popular music at Morley rather than on-line, the Programme Manager said that the added value came from having a skilled tutor to provide feedback. A Morley course was very much less expensive than one-to-one tuition and also offered opportunities for peer learning and social interaction.

3.5.

what Ofsted inspectors were viewing as outstanding practice. The Deputy Principal said that college managers had recently visited Redbridge to learn from their experience (albeit they were a much smaller institution). It was significant that the focus of the Ofsted report seemed to be less on achievement rates and more on the learner experience, matching the tenor of recent statements by Ofsted's Chief Inspector.

- 6.3. Reviewing progress towards Strategic Goal 1, governors expressed satisfaction at the rise in enrolments (11 per cent overall, with the School of Music and Performing Arts increasing its enrolments by 15 per cent) and a further reduction in the cancellation rate. The Principal said that this improvement was at least in part due to a more focused marketing effort, with the research into markets and pricing also having enabled better pricing decisions. He drew governors' attention to the 57 courses now running at Stockwell; the Board reiterated its commitment to meet there at least once in 2018-19.
- 6.4. Governors also congratulated the Deputy Principal on the launch of the new Erasmus+ programme which, by increasing staff understanding of adult learning in the six partner institutions, would help the College on its journey to 'outstanding'.
- 6.5. In relation to Strategic Goal 2, governors welcomed the attention being given to learning, teaching and assessment, with the appointment of Alex Cutler (interim Head of Quality and Standards) as Head of Learning and Teaching from January.
- 6.6. Turning to the issue of the Notice to Improve (NTI) that had been issued by the Education and Skills Funding Agency (ESFA) in June, the Principal told governors that the percentage of relevant courses where minimum standards had not been achieved had fallen from 46 per cent to 30 per cent – well below the 40 per cent threshold that had triggered the NTI. He reminded governors that these courses

6.11. Asked what scope there was to bring in a system of credit accumulation, the  
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for staff enrolling on courses was agreed to be a highly-valued benefit; other possibilities should be explored.

8.2. The recommendation of a one per cent pay increase for all staff other than senior post-holders, to take effect from 1 October 2018, was approved.

9. Strategy development

See confidential minutes

10. Search and Governance Committee

10.1. Following consideration of the minutes and of the Committee's recommendations, the Board resolved to:

- x set a KPI target of 80 per cent attendance by governors collectively and by each individual governor at board and committee meetings in 2018-19;
- x set a KPI target of 80 per cent governor satisfaction with the effectiveness of governance in 2018-19 (recognising that the way in which satisfaction was calculated would be reviewed in the spring term);
- x approve the proposed Board Development Programme;
- x appoint Fiona Stephen to the Audit Committee; and
- x appoint Justine Brian as Lead Governor for Safeguarding and Prevent, Nic Durston as Lead Governor for Fundraising and governor member of the College's Fundraising Group, Steve Ketteridge as Lead Governor for Health and Safety and Fiona Stephen as Lead Governor for Equality and Diversity, all for the year 2018-19.

10.2. The Board asked the Remuneration Committee (through its Chair) to respond on the College's behalf to the AoC's consultation on the introduction of a Remuneration Code and to propose a set of principles to guide future remuneration decisions. The Clerk reported that the views expressed at the Search and Governance Committee about the status of the guidance included with the Code had been conveyed informally to the AoC's Governance Lead, with a suggestion that, if possible, the guidance should be issued separately from the Code.

10.3.

12. Work programme

The Board agreed to approve the revised Work Programme for the year, subject to the discussion of the Fees and Refunds Policy being brought forward to the November meeting of the Finance, Resources and Fundraising Committee and the discussion of the pay framework being postponed to the February meeting .

13. Other business

None

14.

## SCHEDULE OF OUTSTANDING ACTIONS

Minute	Action	Responsible	By when	Progress
17 July 2017				
11.3	Governors to consider whole Risk Register at least once a year Update July 2018 New Risk Management Framework to be considered by Board in December	Audit Committee	10 December 2018	
11 December 2017				
5.2	Provide governors with the opportunity to experience a Google classroom Update July 2018 To be included in 2018-19 Governor Engagement Programme Update October 2018 To be made available in course of autumn term	Deputy Principal/ Clerk	10 December 2018	
7.4	Ensure that, where possible, governor engagement visits include a focus on progress and progression Update July 2018 New guidelines to be issued	Deputy Principal/ Clerk		

Minute	Action	Responsible	By when	Progress
26 March 2018				
7.5	<p>Consider HE issues (including quality and partnerships) when reviewing curriculum delivery and 2018-19 curriculum plan</p> <p>Update July 2018</p> <p>Fee structure from 2020 will be the subject of a report to FRF in February 2019</p>	Quality and Standards Committee	26 February 2019 (FRF Committee)	
7.15	<p>Obtain assurance as to succession planning arrangements for key posts</p> <p>Update July 2018</p> <p>Succession planning for Tier 3 managers to be covered in annual HR report</p>	FRF Committee	19 November 2018 (FRF Committee)	
12.5	<p>Obtain legal advice on revised Information and Data Protection Policy, including consideration of Data Controller and Data Protection Officer roles</p>			

Minute	Action	Responsible	By when	Progress
15 October 2018				

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