# East Coast College Corporation Meeting Tuesday 18<sup>th</sup> January 2022 8.45am Video Conference

Present:	David Blake (Chair - DB) Alan Debenham (AD) Mike Dowdall (MD) Tina Ellis (TE) Rob Evans (RE) Saul Humphrey (SH) Giles Kerkham (GK) Ian Lomax (IL) Stuart Rimmer (CEO & Principal -SR) Jude Owens (JO) Andrew Walmsley (AW) Gemma Head (GH) Peter Lavender (PL) Kirk Lower (KL) Andrew Timberlake (AT) and Nasima Begum (NB)		
In attendance:	Wendy Stanger (Director of Governance) Ann Wall (Director of People and Wellbeing) Urmila Rasan (Deputy Chief Executive) and Paul Padda (Deputy Principal)		
ECC/22/01/1 Ap	pologies and membership	Action	
Apologies			
Jude Owens and Nasima Begum who would join the meeting late			
Membership			
SR) Saul Humphre (GH) Mike Dowdal	AD) Tina Ellis (TE) Rob Evans (RE) Stuart Rimmer (CEO & Principal - ey (SH) Peter Lavender (PL) Andrew Timberlake (AT) Gemma Head II (MD) Giles Kerkham (GK) David Blake (Chair - DB) Kirk Lower (KL) drew Walmsley (AW) Jude Owens (JO) and Nasima Begun (NB)		
ECC/22/01/2	Declarations of Interest		
There were the following declarations of interest:			
Mike Dowd	lall as an employee of the LEP		
	Stuart Rimmer, Ann Wall, Urmila Rasan, Paul Padda and Wendy Stanger declared an interest in the pay review agenda item 7.		
It was agreed that	that these declarations did not preclude full participation in the meeting.		
ECC/22/01/3	To approve the Minutes, including confidential, of the meeting 14 12 21 and any other matters raised previously not otherwise included in the Agenda		
ECC/22/01/3.1	To approve the Confidential Independent Governors Only Minutes of the meeting 14 12 21 and any other matters raised previously not otherwise included in the Agenda		
The minutes were	The minutes were approved as a true record of the meeting.		
ECC/22/01/4	Rolling Action Log		
The Action Log was noted.			
14 12 21 ECC/21/12/9 – The CEO updated on action being taken in relation to the rejected IOT bid:			
The local MPS were meeting with the Skills Minister to discuss the rejected bid.			
The wider I	OT group was meeting to discuss the DFE feedback.		

- Discussions were being held in relation to alternative funding for the GY HE Centre as there was now a funding gap this included discussions with the LEP and Universities.
- This was now a high strategic risk if project funding was not secured and/or if alternative funding was secured that reduced the College's involvement in the GY HE centre or affected its relationship with the University of Suffolk.

### Governors noted the following points:

- The Borough of Council has purchased the property and require the scheme to proceed and the funding gap to be met.
- The Borough Council will be looking for the strongest offer that will make the scheme a success and raise the town's educational offer profile.
- There is a need for the Board to consider the options available and the political dimensions of the options.

The CEO advised that the library will be moving into the centre and there could be an option to phase the development.

### Governors agreed the following action:

- Update risk register for the strategic risk to the GY HE Centre.
- Strategic analysis of options to be considered by the Board

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## ECC/22/01/5 College Financial Reforecasting Review

The CEO advised that the Senior Team had carried out a financial forecasting review and this was set out in the maritime, apprenticeships and management accounts.

## ECC/22/01/5.1 Maritime Business Case and Budget Forecast

The Deputy Chief Executive presented the report and the budget forecast. This reviewed the international maritime curriculum only and the changes in forecast had been reflected in the November management accounts forecast.

## Governors noted that:

- The department continues to show a loss
- That it was forecast that the May cohort should see a small positive contribution
- A fee increase for the 2022-23 year will be enacted which will still leave ECC maritime provision with the lowest competitive course fee in the UK and so is not considered a risk to recruitment.
- There was a risk to the provision if suitable accommodation could not be secured for the students.

## **Corporation resolved to:**

 Approve to proceed with recruitment and delivery as planned in the agreed (revised) budget set in August 2021.

ECC/22/01/5.2	Confidential Apprenticeships Financial Reforecast Jan 2022	

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/22/01/5.3	Management Accounts November 2021	

The Deputy Chief Executive presented the management accounts that included the reforecast, adjustments had been made for HE, maritime and apprenticeships.

Governors noted that:

- The Financial Dashboard had been updated to reflect the November accounts
- The transaction unit update would be based on the November accounts and dashboard
- EBITDA in the revised forecast was below budget, it would cover the bank covenants but would result in a requires improvement financial health.

Governors challenged if the College would be able to improve the forecast so that good financial health was retained. The Deputy Chief Executive advised that it was hoped that savings could be made that would mean that the good financial health was retained and the EBITDA set in the original budget met. This also required all other College departments to meet their targets.

Governors challenged if the pay review would have a negative impact on the financial health. The Deputy Chief Executive advised that the budget included a 1% award this and the saving from the unfilled vacancies together with that the introduction of the Assessor Role will take time to implement means that the pay review overall will have a negligible effect in year.

ECC/22/01/6	Staff Pulse Survey and Best Companies	
The Director of People and Wellbeing presented the Staff Pulse Survey outcomes and advised that the Best Companies Survey was launching on 25th January and will run until half term.		
Governors noted that the report included suggestions to address issues raised and this was to be shared with the College.		
Governors agreed the following action:		
People Committee to review the Staff Pulse Survey outcomes and actions.		AW
	Followed by Board Development Day	