

LTE Group Board

Minutes of the meeting of the LTE Group Board held on Tuesday 30 March 2021 via Microsoft Teams

Present: Amina Bodhania, Jenifer Burden MBE, Paula Cole, Modupe Dosumu, Anika Ephraim, John Hacking, Liz Jacques, Philip Johnson (Chair), Phil Lanigan, Barry Lynch, Tim Sargeant, Malcolm Sugden, John Thornhill (CEO), Pauline Waterhouse OBE and Adam White.

In Attendance: Peter Cox (MD Novus), Rob Cressey (Chief Finance Officer), Jennifer Foote MBE (Company Secretary & General Counsel), Angela Hunter (MD Group Operations), Lisa O' Loughlin (Principal, The Manchester College), Kate MacKenzie (Deputy Company Secretary & Solicitor) and Melanie Nicholson (MD Total People)

Part A

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| 05/21 | <p>Part A Minutes of the Meeting held on 15 December 2020.</p> <p>The part A minutes of the meeting held on 15 December 2020 were approved as an accurate record to be signed by the Chair in electronic form.</p> |
| 06/21 | <p>Group Quality Update</p> <p>The Board received the presentation of the Principal on a summary of the more significant developments in the external and internal quality landscape across each of the Group's delivery units and as they related to the quality of delivery under pandemic restrictions.</p> <p>The Board was particularly mindful of the disruption to education experienced by learners in all areas across the Group to various extents. Governors requested details on the changes and adaptations to the curriculum from September 2021 implemented to reflect and respond to the disruption over the prior two years that cohort would have experienced. It was agreed that there was a real risk of impact on learner engagement. The Principal articulated the measures put in place, including communication and links with feeder schools, to re-engage students under the 'learning to learn' framework. It was anticipated that this would provide a sound foundation to re-motivate learners and thereby maximise the impact of summer schools and additional provision supported by catch-up funding. Improvements had also been made in the evaluation of sequencing and planning by teaching staff, though it was acknowledged that this would still need to be a two to three-year approach. Governors remained concerned that the pandemic had disproportionately adversely affected the most disadvantaged learners and that maximum focus was needed in order to re-engage this cohort.</p> <p>The Board also considered the challenges presented by delivery in the prison environment, particularly the engagement of learners through in-cell learning. It was understood that the Education Inspection Framework (EIF) was a demanding framework and that the constraints under which prison education was currently operating under could adversely impact inspection outcomes. Novus staff were working closely with HMPS and the MoJ to ensure that effective learning was in</p> |

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| | <p>place within the confines of the pandemic restrictions and a renewed focus on re-engagement was planned for when restrictions started to ease. It was confirmed that Ofsted scrutiny visits to prisons had focused on how the prison Governor enabled learning. The Board understood that under the EIF the quality assessment of education provision formed part of the whole establishment assessment; governors considered the potential reputational impact this might have on Novus.</p> <p>The Board recognised the complexities of dependencies as delivery of provision transitioned out of lockdown and received assurance that this was built into the response of the Group as part of transition planning.</p> |
| <p>07/21</p> | <p>Safeguarding Annual Report</p> <p>The Board received the annual safeguarding report for the Group. This provided an update on compliance with updated safeguarding legislation together with a headline summary of safeguarding for each business unit. Governors were informed that in September 2020 the revised statutory guidance Keeping Children Safe in Education had come into force. As further education corporation, LTE Group was expected to be compliant with the provisions of the guidance in addition to carrying out its educational duties with regard to safeguarding as scrutinised under the Ofsted framework. Detail was also provided on the measures taken in response to safeguarding during the pandemic.</p> <p>The Board was informed of the transition to a new mandatory training online platform in June. There would be a requirement for all governors to undertake this training. Governors also considered the requirement to nominate a safeguarding governor. The Chair requested that anyone interested in taking on the role should contact the Legal & Governance Team.</p> <p>RESOLVED that the annual safeguarding report be approved.</p> |
| <p>08/21</p> | <p>EDI Annual Report</p> <p>The Board received the Equality & Diversity report for the Group for 2020/21 in recognition of its responsibilities under the Public Sector Equality Duty. The following actions were commended as a pro-active response to the effective recognition of the importance of equality and diversity across the Group:</p> <ul style="list-style-type: none"> • Establishment of an EDI lead within the HR function • Ensure a high-level focus and representation on the Safeguarding, Wellbeing, Equality, Diversity and Inclusion Group (SWEDI) • EDI audit within TMC/UCEN Manchester • New on-line training • The development of a consistent approach to EDI reporting across the Group • The development of EDI staff awareness training • The analysis of investment made in EDI to underpin strategic decision making. <p>Governors, however, were keen to ensure that the focus of EDI activity was not construed narrowly and reflected all protected characteristics. Governors were asked to consider the possibility of appointing a nominated EDI governor.</p> |

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| | <p>RESOLVED that the annual Equality & Diversity report be approved.</p> |
| <p>09/21</p> | <p>Divisional Board and Committee Meetings - Part A Minutes</p> <p>Part A minutes of the following Divisional Boards and Committees were presented for consideration:</p> <p>TMC Divisional Board held on 5 February 2021 UCEN Manchester Divisional Board 5 March 2021 Audit & Risk Committee 18 March 2021 Governance Committee 12 February</p> <p>RESOLVED that</p> <ol style="list-style-type: none"> 1. The Constitution as reviewed and revised by the Governance Committee be approved and adopted (Governance Committee Minute No 02/21 refers); 2. The calendar of meetings for 2021/22 be approved (Governance Committee Minute No 03/21 refers). |
| | <p>RESOLVED that as the items to be considered are deemed commercially sensitive, the Board move into confidential session.</p> |
| | <p>Chair</p> <p>Date</p> |

The meeting closed at 2:30pm