

## LTE Group Board

*Minutes of the meeting of the LTE Group Board held on Tuesday 20 July 2021 via Microsoft Teams*

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

**Apologies:** Jenifer Burden MBE and John Hacking

**In Attendance:** Peter Cox (MD Novus), Alison Close (Group Finance Director), 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)

*The Board welcomed Alison Close, Group Finance Director to her first meeting. On behalf of the Board, the Chair noted the end of term of office of Amina Bodhania as a staff governor and thanked Amina for her service. In return Amina reflected on her appointment to the Board and acknowledged the dedication and commitment given by governors to the institution.*

### Part A

24/21	<p><b>Part A Minutes of the Meeting held on 30 March 2021.</b></p> <p>The part A minutes of the meeting held on 30 March were approved as an accurate record to be signed by the Chair in electronic form.</p>
25/21	<p><b>Group Quality Update</b></p> <p>The Board received the presentation of the Principal on a summary of key successes and challenges across each of the Group's delivery units since March, together with detail of the response or action put in place at a unit level.</p> <p>The high-level summary was as follows:</p> <p>Key areas of success</p> <ul style="list-style-type: none"> <li>• HMPPS audit of Novus provision moved to very strong performance, significantly ahead of competitors</li> <li>• Novus PMC Ofsted inspections show 77% 'reasonable progress' being made</li> <li>• All actions on Covid adapted Lot 15 Notice to Improve signed off by MoJ</li> <li>• Extensive leadership of Learning training and development programme to be launched in TMC and UCEN in August (with the potential to roll out to rest of the Group thereafter)</li> <li>• Newly developed data book to provide accessible and reliable performance data for UCEN, with the intention of driving up retention and attendance</li> </ul>

	<ul style="list-style-type: none"> <li>• Very strong periodic report for the Teacher Education department (part of the Group Quality Team moving into UCEN)</li> <li>• Quality Improvement systems now established across TMC, Novus UCEN Manchester and Total People</li> <li>• Smooth leadership transition as part of succession planning in Group Quality Team</li> </ul> <p>Key challenges</p> <ul style="list-style-type: none"> <li>• Providing evidence of impact for the Lot 15 Notice to Improve</li> <li>• Responding to awarding organisation queries and challenges and student appeals in respect of teacher assessed grades and qualification teacher assessed grades</li> <li>• Implementation of the restructure in UCEN Manchester as part of the transition to a discrete leadership and management structure to strengthen the focus on HE</li> <li>• Maintaining the upward trajectory of improvement in Total People</li> <li>• Maintaining focus on quality improvement during the pandemic and changing policy landscape</li> </ul> <p>The Board reflected on the establishments in Novus where ‘insufficient progress’ had been made at inspection and queried whether this had any correlation with establishments where action had been taken as part of the recent UCU dispute. It was explained that the issues were more reflective of the regime restrictions as part of the pandemic and would be addressed as part of the ramp up to a fully operating regime.</p> <p>Governors were particularly mindful of the impact of the Covid pandemic on the quality of teaching and learning and queried how the Group would address Covid legacy issues. The Principal explained that remedial measures were in place and tailored for the particular circumstances of learners throughout the Group. However, the Board was informed that recent improvements in success rates might prove difficult to sustain to the same degree, as exams reverted from teacher assessed grades. Governors accepted that some learners had little experience of sitting externally assessed exams and this would therefore require additional focus and support during the coming year.</p>
26/21	<p><b>Governance Update</b></p> <p>The Board received detail of decisions to be made for the conduct of the governance of the corporation for the following year together with the minutes of the Governance Committee held on 10 June 2020. Governors were asked to note that the Committee had undertaken a scrutiny of compliance with the English College Code of Good Governance for 2020/21 and was content that the Board could be assured that the corporation was fully compliant with the Code. Areas where, although compliant, further improvements could be made towards excellence in practice were shared for full transparency.</p> <p><b>RESOLVED</b> that the following be approved:</p> <ol style="list-style-type: none"> <li>1. The appointment of Diana Warren as a staff governor with a term of office for three years to run from 1 September 2021;</li> </ol>

	<p>2. The appointment of Rhona Bradley as nominated safeguarding governor for the Group;</p> <p>3. The Chairs for 2021/22 as follows:</p> <p>LTE Group – Philip Johnson  The Manchester College – Pauline Waterhouse OBE  UCEN Manchester – John Hacking  Novus – Malcolm Sugden  Group Operations – Tim Sargeant  MOL – Barry Lynch  Audit &amp; Risk – Phil Lanigan  Remuneration - John Hacking  IESG – Adam White  Governance – Jenifer Burden MBE</p> <p>4. Assurance of compliance with the English Colleges’ Code of Good Governance for the year 2020/21.</p>
<p><b>27/21</b></p>	<p><b>Part A Minutes of Divisional Boards and Committees</b></p> <p>The Board received and considered the Part A minutes of the following meetings:</p> <p>The Manchester College, 14 May and 2 July 2021  UCEN Manchester 25 June 2021  Audit &amp; Risk Committee 23 June 2021</p>
	<p><b>RESOLVED</b> that as the items to be considered are deemed commercially sensitive, the Board move into confidential session.</p>
	<p><b>Chair</b> .....</p> <p><b>Date</b> .....</p>

The meeting closed at 2:10 pm