



HARTPURY

MINUTES

Meeting Hartpury College Board of Governors
 11.30am – 1pm Thursday 9th February 2023
 Via MS Teams and in Hartpury House

Present:		
	Professor Andy Collop	Vice-Chancellor & Principal
	Mrs Barbara Buck	College Board (Vice Chair) – in the Chair
	Mr Patrick Brooke	College Board
	Ms Mary Heslop	College Board
	Mr Sean Lynn	College Board – Staff Governor
	Mr Alastair Grizzell	College Board
	Ms Helen Wilkinson	College Board
	Mr Chris Moody	University and College Board
	Ms Jennifer Garvey	College Board – Student Governor
In Attendance:	Ms Lynn Forrester-Walker	Chief Operating Officer
	Ms Claire Whitworth	Deputy-Principal Further Education
	Ms Gillian Steels	Clerk to the Governors
	Mr Nick Oldham	Co-opted Committee Member QuEST
	Ms Lesley Worsfold	Deputy-Principal Resources
	Mr Robert Brooks	University Board - Governor
Apologies		
	Mr Edward Keene (Chair)	University and College Board

		Action & Action Date
FE01/02/23	Welcome and Scene Setting The Chair welcomed attendees to the meeting and reminded them that the purpose of the meeting was to enable the College Board to get together to know each other better and allow focus on college Board issues.	
FE02/02/23	Apologies – as detailed above.	
FE03/02/23	Quoracy It was confirmed the meeting was quorate.	
FE04/02/23	Declarations of Interest It was noted that the Vice Chancellor & Principal & Mr C Moody – were also Members of the University Board.	
FE05/02/23	Confidential Item – for release 2025	
FE06/02/23	Confidential Item – for release 2025	

Agenda Item 03.2— College Board to APPROVE

		Action & Action Date
FE07/02/23	<p>Board Update The Deputy Principal Further Education provided a comprehensive presentation.</p>	
7.1	<p>Learning & Skills Improvement Plan The Board was reminded that:</p> <ul style="list-style-type: none"> • LSIP Report, led by Business West was due May 2023 • Hartpury had hosted the Agri- Tech and Production Stakeholder Forum facilitated by Business West in November 202 – this had been well attended, with attendees including Alastair Grizzell, Edward Keene and Robert Brooks. It was confirmed there had been good engagement and discussion. Follow up meetings with attendees were also being arranged by Business West. It was noted the LSIP would not include all areas of Hartpury’s activity, and that as well as specific areas it would cover digital, net zero and climate change, as well as softer skills which were incorporated within Hartpury’s wider teaching, including the Hartpury Certificate. It was noted that in the future sport was expected to be reflected in future LSIPs through links to health. • Hartpury had Identified stakeholders to cover most sub-sectors • Hartpury had communicated with stakeholders to support attendance • Hartpury had supported Business West with circulating a survey to wider stakeholders • Hartpury was providing a venue for a LSIP February wider stakeholder event • a Chairs/Principal’s meeting was to be arranged <p>Governors were pleased with Hartpury’s active engagement with the LSIP development. Governors queried whether Business West were considered a good partner and this was confirmed.</p>	
7.2	<p>Governor Guidance and Accountability Requirements Key points highlighted were:</p> <ul style="list-style-type: none"> • Guidance published December 2022 <ul style="list-style-type: none"> • Need to submit the Accountability Statement by 31st May 2023 – required in order for 2023-2024 funds to be released • The Accountability Agreement to comprises two parts, one being the Accountability Statement and the other being the Accountability Framework – which replaces the Funding Agreement • The Accountability Agreement will be shorter than the Funding Agreement but set out what we need to do in return for the funds, to be received in June/July • Completion and receipt of our annual accountability statement is a requirement of funding which is set out in the accountability framework • The Accountability Statement must link to the work of the LSIP re defining skills priorities and the Department’s confirmed list of National Priorities in addition to reflecting a complementary county offer. <p>The Deputy-Principal Further Education also drew the following requirements to the attention of the Board:</p>	

Agenda Item 03.2— College Board to APPROVE

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	<ul style="list-style-type: none"> • Governing bodies must undertake regular reviews of how well the education or training provided by the college meets local needs, in particular needs relating to local employment • Governing bodies should undertake a review at least every three years, or when a new local skills improvement plans (LSIP) is published, if earlier • In reviewing provision within a local area, governing bodies are expected to collaborate with other governing bodies that also serving that area • Governing bodies are required to publish the outcome of their reviews on their websites • Governing bodies must consider what actions they and other providers can take to better meet local needs, in particular to better ensure learners have the skills needed to secure suitable employment • Accountability agreements (due to be introduced in academic year 2023/24) should reflect any actions governing bodies have agreed to take as a result of a review • The responsibility for the curriculum offer continues to rest with individual governing bodies <p>Examples of accountability statements from colleges involved in the pilot were also provided. The need to ensure that the end document met the needs of DfE and external stakeholders was recognised. It was noted that at this stage DfE considered the statement would be used more by external stakeholders than the DfE.</p>	
	<p>Hartpury's planned approach was noted and supported:</p> <ol style="list-style-type: none"> 1. Pull Together a Draft Review using the following information and covering all the criteria / questions listed in the guidance: <ul style="list-style-type: none"> ➤ Curriculum Plan as baseline document ➤ Utilise our LSIP data gathering for Agriculture and allied industries ➤ LSIP Stakeholder Groups intelligence gathering ➤ Feedback from LEP Agri, Rural Food Group ➤ Glos. Skills Strategy ➤ Information obtained from Industry-Curriculum Co-creation Events ➤ Commission new Economic Impact Survey 2. Direct Governor involvement to include: <ul style="list-style-type: none"> ➤ LSIP Stakeholder Groups for Ag included governors ➤ Chairs of Glos. Boards to meet ➤ Chairs of Landex College Boards to meet – <i>national and regional angle</i> ➤ Link Governors invited to attend June Industry-Curriculum Co-creation events 3. Timescales <ul style="list-style-type: none"> ➤ Produce a first draft Review for May 2023 Board – <i>remember LSIP, May 2023</i> ➤ Adapt our website to have a focus on this area for 1st August 2023 ➤ Annual Review built into Committees 	

Agenda Item 03.2— College Board to APPROVE

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	<p>4. Other considerations</p> <ul style="list-style-type: none"> ➤ Ensure alignment with our evolving 2030 Strategy ➤ Need a validation approach to demonstrate challenge to assumptions <p>Governors queried how different the Accountability Agreement would be from the current agreement. It was noted it would be significantly different, and was expected to develop during its first years of operation.</p>	
7.3	T'levels	
	<p>The Board was updated that:</p> <ul style="list-style-type: none"> • All T'levels starting at Hartpury were from September 2024 • Funding for existing qualifications to be removed at this point • T-Level LB funding x 1.75 (awaiting band) • Leaves gaps in our provision – work on this was ongoing <p>Current Work in Progress</p> <ul style="list-style-type: none"> • Specialist staff involved in design • Formal Project Team and Planning commencing January 2023 • AoC Organisational TNA (Training Needs Assessment) completed • Ongoing AoC and ETF Support • Aiming for Centre Approval by Aug 2023 (Agriculture only) • Animal and Equine Approval from Feb 2024 <p>It was noted that further information on funding levels and funding for areas of curriculum gaps with the changes was awaited (for example extended certificate, some sport, uniformed services) to consider how to protect overall recruitment and maintain opportunities for students. It was noted that the changes were likely to impact pass rates, particularly during the transition to T'levels – this had been the experience of colleges which had already transferred provision covering other subjects. It was noted that the curriculum content continued to evolve.</p> <p>An update on academic qualifications was also provided. Options to study 2 A'levels and a vocational qualification were being considered – options would need to be reflected in the evolving strategy. It was noted that Funding for Access to HE might increase and this might be an area for international recruitment. It was noted that currently Hartpury offered 14 A'levels.</p>	
7.4	<p>Hartpury Certificate Update</p> <p>It was noted this covered:</p>	

Agenda Item 03.2— College Board to APPROVE

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	<p>And supported students to be:</p>	
	<p>It was noted it had been developed over time to include Prevent, E-Safety, Climate change – using specialist resources. There were opportunities to opt in to a wide range of activities including student ambassador roles. Students who completed achieved an Award. It was an area which would be highlighted to Ofsted. It was confirmed it added value to the student experience and supported them to be ready for the next stage in their life, including providing employability skills. It was noted that options to use the alumni for mentoring were being considered.</p>	
	<p>The Update was NOTED.</p>	
<p>FE08/02/23</p>	<p>Any Other Business - None</p>	

Dates of Future Meetings - all scheduled to commence at 11.30am except where noted.
7th November 2023