Confirmed

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

CORPORATION

MINUTES OF A MEETING HELD ON WEDNESDAY 25 MARCH 2026

Membership (20):	1.	*	Mike Howe	External Member	Chair
	2.		Caroline Baker	External Member	
	3.	*	Priya Brown	External Member	
	4.	*	Charles Cardiff	External Member	
	5.	*	Terry Clarke	Staff Member	
	6.	*	Kevin Croombs	External Member	
	7.	*	Steve Fussey	External Member	Vice Chair
	8.	i	Tia Harris-Austen	Staff Member	
	9.		Rosie Haver	Student Member	
	10.	*	Beryl Huntingdon	External Member	
	11.	*	Nicole Martin	External Member	
	12.	*	Maria Miller	External Member	
	13.		Arun Mummalaneni	External Member	
	14.	*	Rowena Prenderville	External Member	
	15.	ii	Martin Slatford	External Member	
	16.		Sam Swinstead	External Member	
	17.	*	Colin Willoughby	External Member	
	18.		Pamela Woolgrove	External Member	
	19.		Vacancy (DM)	External Member	
	20.		Vacancy (AB)	Principal	
Quorum:			8 required	11 present at start	Meeting quorate
In Attendance:		*	Simon Burrell	Clerk to the Corporation	
		*	Gary Clark	Director of Finance (DoF)	
		*	Greg Devereux-Cooke	AP Corp Services (APCS)	
		*	Lorraine Heath	Acting Principal (AP)	
		*	Claire Scott	Acting DPCPI (ADP)	
Present at meeting:		*			
From Minute 1484:		i			
From Minute 1489:		ii			

PRE-MEETING DEVELOPMENT BRIEFING

The Fixter (A presentation by Scott Hayden (SH))

SH outlined the development process of the Fixter assessment facility. As development progressed the College worked with two external partners: Reform Partners and AWS. He gave a demonstration of how the system was used in the teaching, learning and assessment, and how AI (artificial intelligence) was used in the overall process.

SH advised that the Fixter was currently being trialled in two departments and that the project was due to be rolled out to other users in College in the near future.

In response to a questions from Members SH stressed that the process was designed to ensure that there was human involvement to validate the outcomes proposed by AI at the conclusion of each assessment.

PART 1 – NON-CONFIDENTIAL MINUTES

(5.12pm)		ACTION
1481.	**APOLOGIES FOR ABSENCE** Arun Mummalaneni, Martin Slatford (late arrival), Sam Swinstead, Pamela Woolgrove. **WELCOME** The Chair welcomed Tia Harris-Austin to the meeting.	
1482.	**DECLARATION OF INTERESTS** The following Declarations of Interest were noted: 1. The Acting Principal was the Acting Chair of WBTC Board of Trustees. 2. The Staff Members, the Acting Principal, the Acting DPCPI, the Director of Finance and the Asst Principal Corporate Services declared an interest in Confidential Agenda Item 7.1 (Pay Award 2026).	
1483.	**MEMBERSHIP OF THE CORPORATION** **1. Retirement of Anthony Bravo (Principal)** The retirement of Anthony Bravo as Principal was noted. **2. Appointment of Tia Harris-Austen (Staff Member)** The Clerk advised that there had been two nominations for Staff Member (Tia Harris-Austen and Michelle Tejevo) and a vote had been held. Tia Harris-Austen had been successful in the vote to serve as a Staff Member. **It was RESOLVED that Tia Harris Austen be appointed as a Staff Member for a four-year term of office commencing 25 March 2026.** **3. Re-appointment of Steve Fussey and Martin Slatford (External Members)** It was noted that the terms of office for Steve Fussey and Martin Slatford (External Members) were due to expire on 1 April 2026. In considering their re-appointment the Corporation noted that their individual involvement with the College and the Corporation during their current terms of office was very valuable and that they were both very active Members of the Corporation and participated in a wide range of activities to enhance the work of the College and the Corporation. **It was RESOLVED that Steve Fussey and Martin Slatford be re-appointed as External Members, each for a four-year term of office commencing 1 April 2026.**	
1484.	**NOTIFICATION OF ANY OTHER URGENT BUSINESS** There were no items of Any Other Urgent Business notified.	
1485.	**MINUTES OF THE PREVIOUS MEETINGS** The Minutes of the Meeting held on 10 December 2025 were confirmed as a correct record and were signed by the Chair.	

1486.	**MATTERS ARISING FROM THE MINUTES** There were no Matters Arising considered that were not due to be discussed elsewhere at the meeting.	
(5.16pm)	**COMMITTEES OF THE CORPORATION**	
1487.	**Audit Committee** (AC) The Minutes of the meeting of the Audit Committee held on 4 March 2026 were received and noted. **Matters Arising from the Minutes** **1. Risk report and Risk Register** (Minute 908) A copy of the Risk Report and Risk Register (March 2026) were received for information and noted. The Chair of the Corporation highlighted that three risk scores (i. Apprenticeship delivery not financially viable, ii. continuity of effective management, iii. Inadequate or unreliable MIS) had increased since the last meeting.	
1488.	**Curriculum & Quality Committee** (CQC) The Minutes of the meeting of the Curriculum & Quality Committee held on 19 March 2026 were received and noted. **Matters Arising from the Minutes** **1. Quality Improvement Plan (QIP) 2025/26** (Minute 895) The QIP was received and noted. **2. Apprenticeship Data** (Minute 899) A written report was received for information and noted. The AP highlighted the discrepancy between the DfE data and the College's data (details set out in the C&Q Ctte Minutes and the report) and the reasons why the discrepancy had occurred. She stressed that the DfE had accepted that their data was incorrect and had provided an email confirming that fact, which would be presented to Ofsted if required. It was noted that the College's data continued to show a consistent improvement in apprentice achievement rates. **3. Qualifications Reforms Update** (Minute 900) The ADP highlighted that the overall position remained very fluid and that there was still a lot of uncertainty regarding the government's qualifications reforms. However, some qualifications that were due to be de-funded would now continue for a longer period, but others would stop in 2027. She advised that a further update from the government on their proposals was due in June 2026.	
	(Martin Slatford joined the meeting)	
1489.	**Finance & Resources Committee** (FRC) The Minutes of the meeting of the Finance & Resources Committee held on 11 March 2026 were received and noted. There were no Matters Arising from the Minutes.	

1490. (5.34pm)	**STRATEGIC PLAN (SP) 2021-2025 AND KPIs** A written report was received and considered. The APCS took the Corporation through the report and updated it on progress. In particular he advised that: • Short term staff sickness absence was in line with the same period in 2024/25, but long-term sickness absence was slightly higher • Financial health for both the College for the BCoT Group remained 'outstanding' • 93.2% (137 out of 147) of staff observed had achieved 'advanced practitioner' or 'progressing practitioner' • The F Block project had been completed although there were still a couple of snagging issues to be resolved • To date, the College had delivered to 80% of the adult training grant • Full-time student numbers continued to show a year-on-year increase (since 2022) • Adult student enrolments continued to decline • Applications for 2026/27 were ahead of the same period in 2025 • In-year retention for 16-18 had increase to 93.5% and 19+ increased to 94.8%, both above their respective national averages • Cumulative monthly attendance for February 2026 was at 89.2%, ahead of the same period in 2025 • Achievement rates showed continuing improvements over the previous two years In response to questions raised during the report, Members were advised that: • The F Block works had made a positive impact to users of the classrooms • Demographic forecasts showed a continuing increase for the next three years before reaching a peak • Additional accommodation would be available by using the mothballed Art area which would be refurbished into classroom use, plus greater flexibility with curriculum timetable planning	
1491. (5.55pm)	**ACTING PRINCIPAL'S UPDATE** The Acting Principal updated the Corporation on several matters, including: • It had been announced that morning that B&DBC would be merging with Harts District Council and Rushmoor Borough Council under the planned local government reorganisation • The College's relationship with Thames Water was 'back on track' • The UK Power Networks contract was due for re-tender but as the company had been taken over recently the current contract had been extended for a year • Apprenticeship reforms meant that 16 programs had been de-funded • The had been two Alumni events • Internal College curriculum reforms had been completed	
1492. **(6.03pm)**	**WBTC UPDATE** The Acting Principal advised that: • An interim MD was now in post at WBTC • WBTC were forecasting a loss of c£25k for 2025/26, partly because of the de-funding of several apprenticeship programs and a DfE cap on enrolment numbers	

1492. (cont)	• WBTC had been in breach of their DfE contract in relation to the notification of changes to their governors within a specific timescale, but this had now been resolved • The de-funding of some apprenticeship programs would have an adverse impact on future funding	
1493. (6.14pm)	**CHAIR'S UPDATE** The Chair advised that owing to the Principal recruitment process the Development Day may not proceed as scheduled.	
1494.	**ANY OTHER URGENT BUSINESS** There were no items of Any Other Business discussed.	
1495.	**DATES OF FUTURE MEETINGS** *[Meetings commence at 4.30pm unless stated]* Wed 6 May 2026 (3.00pm Development Day) TBC Wed 1 Jul 2026 Wed 7 Oct 2026 Thu 12 Nov 2026 (3.00pm Development Day) Wed 9 Dec 2026	
(6.16pm)	Part 1 Meeting closed	

NOTES: General acronyms used in the Minutes include:

DfE: Dept for Education
EMT: Executive Management Team
HCC: Hampshire County Council
KPIs: Key performance indicators
OfSTED: Office for Standards in Education
MD: Managing Director
QIP: Quality Improvement Plan
WBTC: West Berkshire Training Consortium

Confirmed as a correct record		1 July 2026