

**MILTON KEYNES COLLEGE GROUP**  
**CORPORATION BOARD MEETING**  
**Draft Minutes of the meeting held on 4<sup>th</sup> February 2026**  
**Pitching Room, SCIoT, Bletchley**  
**17:00 – 19:00**

Board Members	Category of Governor	Attendance Record 2025/26	Present at this meeting
Sally Alexander	CEO	4 of 4	Sally Alexander
Jawad Al Midani (from 24.10.25)	Student	2 of 3	Jawad Al Midani
Richard Bartlett-Rawlings	Independent	4 of 4	Richard Bartlett-Rawlings
Ian Bickers	Independent	3 of 4	Ian Bickers (Teams)
Ajira Bouchada	Independent	2 of 4	Ajira Bouchada
Emily Bousfield (from 29.9.25)	Staff	4 of 4	Emily Bousfield
Carla Derriscott (from 30.9.25)	Student	4 of 4	Carla Derriscott
Mark Homans	Independent	4 of 4	Mark Homans
Ajay Kabra	Independent	3 of 4	<i>Sent apologies</i>
Rebecca Myrie	Staff	4 of 4	Rebecca Myrie
Amit Nayyar	Independent	3 of 4	Amit Nayyar (Teams)
Hiran Odedra (from 2.10.25)	Independent	2 of 3	Hiran Odedra (Teams)
Ruby Parmar	Independent	3 of 4	Ruby Parmar
Ian Revell	Independent	4 of 4	Ian Revell
Neil Sainsbury	Independent	4 of 4	Neil Sainsbury
Lindsey Styles	Independent	4 of 4	Lindsey Styles
Manish Verma	Independent	4 of 4	Manish Verma
Jeremy Wilsdon	Independent	4 of 4	Jeremy Wilsdon
Tom Wraight	Independent	4 of 4	Tom Wraight (Teams) (in part)
Attendance % this meeting		95%	18 / 19
Attendance % year to date		89%	66 / 74

Attendees at this meeting: Sharon Frost (Executive Director: People Services and Marketing), Karen Brown (Head of Governance), Sam Samuels (Governance Partner)

Attendees in part: Amy Langford (Group Director: Inclusion), Jessica Frohawk-McLucas (Enrichment Co-ordinator). Katy Eyles (Head of Marketing & Comms), Students.

## 1.0 Procedural

### 1.1 Welcome and Apologies

Amy Langford was welcomed at the meeting.

Apologies had been received from Ajay Kabra and Jason Mansell.

### 1.2 Declaration of Interests

None declared.

## 2.0 Strategic Priorities 2025/26

### 2.1 CEO Report and Board Dashboard *(previously circulated as Paper 2.1)*

Sally Alexander highlighted two items from her report:

#### **Initial Teaching Experience (ITE) Ofsted Inspection January 2026**

- Ofsted (2 inspectors over 4 days) inspected our ITE provision (18 learners) between 27<sup>th</sup> January and 30<sup>th</sup> January which is the first inspection of ITE at a Further Education College, and our first experience of the new toolkit. The outcome has been shared with governors but remains confidential for now.
- See also confidential minutes.

#### **Digital TECs**

- Minuted as confidential

#### **Board Dashboard**

- The KPIs ragged 'Red' in the Dashboard continue to be Prison Staff Sickness and Prison Staff Turnover (same areas as last meeting).

Governors asked questions to which Sally and Sharon Frost responded:

#### ***What is being done to address prison staff sickness and prison staff turnover?***

The new prison contracts, with reduced funding available for skills and education, has resulted in changes to curriculum demand (e.g. different or reduced needs). As a result, there have been redundancies and staff contract changes (e.g. full time to fractional) which has created uncertainty and recruitment challenges with some existing staff seeking alternative employment. The People Services team is conducting wellbeing calls and managing absence proactively (e.g. Occupational Health referrals).

Delays in vetting new staff have resulted in a backlog of joiners waiting to start. The new vetting officer has recently joined, and the College is working to expedite the process.

#### ***Are Prison Governors and the College working together?***

Yes, but Prison Governors are constrained by the contract, and every prison has different curriculum needs based on what would be the best skills to help learners find employment on release. The College's approach is to assist them to understand the impact of changes to curriculum demand (Sally is personally visiting eight prisons in the next few weeks).

The College is exploring cross-prison staffing solutions for part-time roles.

#### ***Is there an opportunity for Prisons and Construction TECs to work together for mutual benefit?***

Yes, we will be leading a strand as part of the Bedford College Group CTEC to support learners, who complete construction qualifications in prisons, to be linked to employers on their release.

#### ***The Board received the CEO Report and Board Dashboard***

## 2.2 Safeguarding & Prevent

Amy Langford led on this item and summarised some key headlines from her reports:

### ***Safeguarding (previously circulated as Paper 2.2A)***

- The ITE Inspection (discussed at item 2.1) included Safeguarding & Prevent which is external assurance for the Board. In addition, the internal audit is in progress (no issues to date) and will be reported to the Audit & Risk Committee in March.
- Overall Safeguarding referrals remain in line with the previous year with mental health a key contributory factor in a large percentage of cases. Drug related issues have increased slightly on this time last year which has led to increased room searches.
- There are currently 51 active high-risk cases under review (compared to 40 this time 2024/25). Of these, 12 are considered highest risk and are under daily review.
- Compared to last year there have been fewer Level 4 Disciplinary Hearings (potential Gross Misconduct), Managed Absences and Suspensions despite there being more students in College. 70% were male students, 50% were BAME and 40% had disclosed SEND. It is too soon to say whether this trend will continue but it is currently tracking below last year.
- The Board was assured that Safeguarding arrangements are effective.
- Ian Revell is the Link Governor for Safeguarding and Prevent with Ian Bickers shadowing, as he will take over the role from 1<sup>st</sup> August alongside Inclusion.

### ***Prevent Risk Assessment and Action Plan (previously circulated as Paper 2.2A)***

- The College has completed the DfE's Prevent Risk Assessment with two items ragged as amber and the remainder as green. There is a comprehensive Action Plan, which is monitored by the College's Safeguarding Strategy Group (SSG) and the Equalities Strategic Review Group (ESRG).
- Prevent features as part of Strategic Risk C (C3) in the Strategic Risk Register (SRR) and is actively monitored by the Risk Management Group monthly (the SRR is also scrutinised by the Audit & Risk Committee).
- The Executive is confident that the College is meeting its obligations under the [Prevent duty](#).

Governors asked questions to which Amy responded:

#### ***Can you give examples of the safeguarding cases which you are monitoring daily?***

These include high risk situations where we are seriously concerned about self-harm, suicidal ideation, sexual abuse and compliance with bail conditions. We must balance the need to keep someone safe, and our ability to defend decision making with the potential reputational risk should something go wrong.

#### ***Does the College signpost learners to external agencies for support?***

Yes, we work in collaboration with others such as [CAMHS](#), Social Services, and Parents and Carers

#### ***51 active high-risk cases including 12 under daily review is a big case load. Are you sufficiently resourced?***

Yes, we have dedicated Safeguarding roles (one vacancy). However, we may need to consider whether two Campus Managers are sufficient; Campus Managers have a blended role (safeguarding and behaviour).

***You report that 40% of Level 4 Disciplinary Hearings involve SEND learners. Is it a similar figure for overall safeguarding incidents?***

In terms of overall Safeguarding, generally there is a SEND and mental health component to the **majority** of safeguarding incidents. It is a lower proportion for Level 4 Disciplinary hearings than is the case across all lower-level concerns or non-behavioural issues.

***On a similar point on the split of ethnicity with 50% being disproportionate to the overall population, is this disproportional analysis?***

This is a snapshot of a point in time, when we looked at it in totality for 24/25 the split by ethnicity was in line with the overall population. This doesn't trouble us here and now because we are across all the cases and can see the kind of subtlety and nuance of each of those. As it stands slightly disproportionate at this point in the year but following similar trends to last year albeit we are tracking closer to the numbers we saw in 23/24 with lower numbers.

***Is our number of disciplinary and safeguarding cases in line with other schools and colleges?***

Yes, there were interesting conversation at the local Schools Heads meeting about the issues with Year 7 cohorts (potential College students in 5 years' time) and how they are managing these complex behaviours and safeguarding channels across the secondary sector. When we meet with peers at external FE events, it is a similar picture across the country.

There has been a big decrease in knife crime in MK with the work invested by the College having a positive impact in this area.

***What is expected of governors where the DfE guidance states 'Governors and college staff actively engage with other partners, including the police and the department's [regional Prevent co-ordinators](#)'?***

We are surprised by this statement as we would normally expect College staff to engage and report to Governors (which is the case) so we will seek clarification from the DfE and share any best practice with the Link Governor.

**Action 1: Karen Brown and Amy Langford by 18<sup>th</sup> March 2026**

***Are all governors up to date with their annual Safeguarding & Prevent training?***

This is monitored on the 10<sup>th</sup> of every month by the Head of Governance and a reminder is sent. One governor is not meeting the Board KPI (to complete mandatory training within two months of enrolment).

The Safeguarding Link Governor reminded governors of the importance of completing mandatory training which is an expectation of the role.

The Safeguarding Link Governor also advised that he attended the Young People's Perceptions of the Police event on the 22<sup>nd</sup> January which he found very impactful. The College hope to replicate similar events in the future.

***The Board:***

- ***received assurance on Safeguarding***
- ***received assurance on compliance with the [Prevent duty](#).***

*The Chair welcomed Jessica Frohawk-McLucas, Katy Eyles and students to the meeting*

## 2.3 Student Voice

Rebecca Myrie introduced this item and explained that the five students present, including the two Student Governors, were representatives of a larger student focus group who had given feedback on the topics listed below to inform the draft Strategic Plan (item 2.4):

1. Breadth of offer
2. Progression pathways
3. Learning environment
4. Employer engagement
5. Communication and transparency
6. HE experience

The five students (3 A Level and 2 Level 5 and all based in the IoT), shared their views of what they liked about the College and what they would like to see change / improve. Governors asked broader questions about the student experience.

Sally Alexander thanked the students directly for their honest feedback and assured them the College welcomes their views. The draft Strategic Plan (item 2.4) recognises and will address some of their issues e.g. it recognises the need to invest in HE provision and includes a focus on careers and entrepreneurship.

The Board proposed:

- A response is sent to the students on the key points which they can share with the wider group.

**Action 2: Rebecca Myrie by 18<sup>th</sup> March 2026**

- An analysis of the forthcoming careers fair for Public Services including student feedback is circulated to governors. (Careers is a discussion topic at the next meeting).

**Action 3: Rebecca Myrie by 18<sup>th</sup> March 2026**

*Tom Wraight left at 18:15*

***The Board received assurance on student input to the draft Strategic Plan.***

*The Chair thanked the students, Amy, and Jessica for attending and they left the meeting.*

Matters raised minuted as confidential

## 2.4 Strategic Plan V4.1 (previously circulated as Paper 4.1)

Paper 2.4 assures the Board that student feedback from the focus group (item 2.3) had affirmed the strategy's focus on belonging, opportunity, employer-linked learning, progression, and purposeful growth. Some of the issues raised by students, such as clearer career pathways, improved communication, enhanced study spaces, and differentiated adult learning environments will be considered within the new strategic priorities. Overall, the focus group had supported the direction of travel and students had expressed a willingness to engage with future conversations.

The previous feedback from Governors and through the Strategy Development Group shows the new strategy is shaping up well; governors like the structure, the level of ambition, and the bold language but have requested:

- More visibility on how the plan will be delivered (linking the annual Board Priorities to the strategic priorities and enablers).
- Case studies to demonstrate the College's breadth and what it does well
- Strengthened references to the College's links with the community

- More specificity on intent, using language that is understood by our range of stakeholders.

Governors gave feedback on 'language' and whilst this is personal preference, the language should be clear to all and not require further explanation. Case Studies will bring the strategy to life.

- Next steps include:
  - Senior Management Team to propose case studies (SMT summit 12<sup>th</sup> February).
  - SDG (Strategy Development Group) will continue to meet monthly to monitor progress, review revisions and an early draft of the 'glossy' documents
  - Main Strategic Plan structure to be finalised by the end of February 2026
  - Develop the case studies.
  - Internal sign-off by Easter:
    - a) 'Glossy' version of the Strategic Plan
    - b) Draft infographic-based summary
    - c) Draft communications plan
  - Review a), b), and c) with the Board at the Annual Strategic Event on 6<sup>th</sup> May
  - Sign off the final Strategic Plan 2026-2031 and the 2026/27 Board Priorities at the Board meeting on 4<sup>th</sup> June.

Governors enquired about a Launch Event.

***The Board discussed and endorsed the developing Strategic Plan and agreed the next steps.***

*Katy was thanked for attending and she left the meeting*

### **3.0 GOVERNANCE AND COMPLIANCE**

#### **3.1 Capital Projects Monitoring Group 16 December 2025 and 13 January 2026** *(previously circulated as Paper 3.2)*

Manish Verma referred to the report of the December meeting and briefing report from the January meeting (there was no meeting in January as there was nothing to report).

***The Board approved the report from the CPMG meetings on 16 December and 13 January.***

#### **3.2 Items for the next meeting**

- Student Experience: Careers, Headlines CPR3, Campus QIP: in-year impact and progress, student survey
- Financial Health P6 / Budget reforecast
- Prisons Update / Prisons Quality Strategy
- Apprenticeships Update
- Reports from CPMG, CQG, SDG, FinG, S&G
- Policies: Whistleblowing, Complaints against the Corporation, Consultation Procedures for obtaining the views of Staff and Students, Fees, Complaints

## 4.0 CONSENT AGENDA

*The following items were approved by consent / without discussion:*

- 4.1 **Curriculum & Quality Group (CQG) Meeting 19<sup>th</sup> January 2026** (previously circulated as Paper 4.1A)

**The Board approved the report of the meeting**

- 4.2 **Minutes of the last meeting (10<sup>th</sup> December 2025)** (previously circulated as Papers 4.2A, Confidential 4.2B and Confidential 4.2C).

### Matters arising

Date Raised	Actions arising from the last and previous meetings	Action Owner	Current position
10/12/25	1. Benchmark A Level predictions against 2024/25 published achievement of local providers and report to the January CQG.	NF	<b>Carry Forward:</b> diarised for CQG on 2 <sup>nd</sup> March 2026
	2. Update on prisons' quality / Quality Strategy	NF	<b>Carry Forward:</b> diarised for March Board meeting
	3. Report on the percentage of students who start an apprenticeship at the College and complete their apprenticeship.	NF	<b>Carry Forward:</b> diarised for March Board meeting
	4. Recruit another member to the Finance Group	KB	<b>Complete:</b> Thank you, Manish, for volunteering
	5. Bring forward the 'About MK' in the Financial Statements	KB	<b>Complete</b>
	6. Review space used by third parties as part of the Estates Strategy	JM	<b>Carry Forward:</b> Include in the Estates Strategy (Board 3 <sup>rd</sup> June 2026)

### Next Meeting 18<sup>th</sup> March 2026



Approved 18<sup>th</sup> March 2026  
Ruby Parmar  
Chair of Governors