UCP COUNCIL

18th March 2026

4:30 PM - 6:30 PM

Peterborough College, Boardroom

ATTENDANCE

PRESENT

Alison Davies	
Anamika Gosh	
Cory Brook	
Daniel Lee	(online)
David Dixon	
Les Ebdon	Chair
Louise Perry	
Matthew Bradbury	
Peter Walker	
Rachel Nicholls	
Raghav Kovvuri	
Sameena Aziz	
Tony Keeling	

IN ATTENDANCE

Liz Knight
James Whybrow
Jane Spurgin
Sarah Young
Alex Owen

APOLOGIES

Jaki Bradley
Mark Woods

1. WELCOME AND APOLOGIES

(a) **Apologies for absence**. Apologies received from Jaki Bradley and Mark Woods.
(b) **Eligibility, quorum and declarations of interest**: No new notice had been received of any Member becoming ineligible to hold office, the meeting was quorate and no new interests were declared.
(c) **Requests for urgent business**: None received

2. OVERVIEW OF NEW UCP ARRANGEMENTS

The CEO provided an update on UCP governance, staffing, roles & accountability and members **noted** the appointment of James Whybrow, replacing the Academic Director's role and **confirmed** the appointments of Sarah Young as a UCP Director and of Alex Owen as the UCP Accountable Officer. **(ACTION 1)**. As a result of the changes, the Articles of Association and Terms of Reference will be reviewed and any necessary changes brought back to the Council **(ACTION 2)**.

3. CHAIR'S BUSINESS

This item was taken at the end of the meeting.

4. MINUTES

(a) Minutes of the last meeting (03.12.26): The Minutes of the previous meeting were approved for signature. **(ACTION 3)**
(b) Matters arising from the minutes: None
(c) Action tracker: Members noted the progress on actions, noting those in progress and those that are closed. Members received an update on the following:

Action 2: Considered on 11th Feb by UCP Student Council: students would like to have an HE award included in the IEG Awards Event, in addition to the annual HE Awards event. SY will pick this up for the June IEG event (OU sponsored HE award at FE) **(ACTION 4).**

Action 5: MIS staffing – the Council noted that all compliance deadlines are being met and an update on staffing till be provided at the next meeting **(ACTION 5)**.

Following up on discussions at the last meeting, Members received confirmation that Directors & Officer Liability is in place.

The Council received and accepted the contents of the following minutes:

(d) Minutes from Academic Board (05.12.25)
(e) Draft Minutes from Academic Board (27.02.26)
(f) Minutes from Search & Governance Committee (11.12.25)
(g) Draft Minutes from Search & Governance Committee (10.03.26)
(e) Draft Notes from Audit Committee (25.02.26) – actions to be ratified at re-arranged Audit Committee meeting later today – agreement received from Council to support the proposed action points.

5. UCP COUNCIL STUDENT OFFICER REPORT

Members received an update report from HE Student Officer, Cory Brook covering the student engagement and representation, student surveys and feedback and community projects and commendations. The Council noted the focussed work of the HE Student Representative in driving and encouraging student engagement across the board and he was thanked for his full report.

6. SAFEGUARDING REPORT 2024/25 & ANNUAL EDI REPORT 2024/25

The Council received the IEG Safeguarding report 2024/25 and the draft annual EDI Report 2024/25 which are required to be reviewed by the Council. Members noted the following key points:

Annual Safeguarding Report 2024/25

- *Safeguarding and Prevent Compliance:* The report confirmed effective safeguarding arrangements group-wide, with zero referrals recorded at UCP. Administrative responsibilities are being updated to ensure full compliance with the upcoming winter Prevent return and the refreshed OfS monitoring framework.
- *Mental Health Support:* The newly introduced Spectrum Life platform has received highly positive feedback from staff and students. Future development will focus on improving data tracking to better monitor Higher Education student engagement with these wellbeing resources.

Draft EDI report 2024/25

- *Equality, Diversity, and Inclusion (EDI) Framework:* The draft EDI report outlines group-wide staffing profiles, professional development, and national initiatives, with Higher Education staff actively supporting specialized EDI working groups.
- *Access and Participation Plan (APP) Alignment:* University Centre Peterborough's (UCP) student demographics and strategic priorities are embedded within its 2025–2030 Strategy and Access and Participation Plan. The APP focuses on removing barriers for under-represented groups—specifically targeting low-income groups, male students, and under-represented ethnicities—with progress monitored through established academic and governance boards.
- It was suggested that a statement be included in the EDI Report (Table 18) linking a reference to the APP **(ACTION 6)**

The Council was pleased to understand the positive response to Spectrum Life with such a focus on mental health and wellbeing and welcomed the thorough reports.

7. ACADEMIC DIRECTOR'S REPORT

The Council received report from the Academic Director and considered the following key points:

- Regulatory Compliance and Legal Updates
- Performance and Quality (TEF & NSS)
- Bids and Strategic Partnerships
- Lifelong Learning Entitlement (LLE) & Modular Delivery
- Recruitment and Market Landscape

The Council thanked the Academic Director for her comprehensive report and noted the developments.

8. UCP DASHBOARD AND KPIS

Council Members reviewed the updated Key Performance Indicator (KPI) report. The discussion focused on financial performance and risk, student recruitment and progression, student satisfaction and people and operation. Members noted, in particular:

- Teaching Quality: a high satisfaction rate of 92.7% for teaching and learning.
- Reporting: The KPI dashboard is being redeveloped to align satisfaction ratings with National Student Survey (NSS) metrics. This is intended to familiarise students with standardized survey formatting and improve tracking **(ACTION 7)**

The Council welcomed the increase in direct applications and expressed satisfaction with the detailed performance data provided in the report.

9. UCP MANAGEMENT ACCOUNTS P6 2025-26

The Council reviewed the Management Accounts for Period 6, noting details of the financial position and year-end forecast, budget monitoring and strategic risk mitigation. The Council thanked the management team for the transparency of the detailed report and the diligent work undertaken on the year-end forecast.

10. UCP RISK REPORT

Members reviewed the strategic and operational risk landscape for UCP, noting updates to the Board Assurance Framework (BAF) and the Contingency Risk Register.

The following actions were **agreed** to:

- split Risk 271 into distinct risks (e.g., precipitate financial failure vs. strategic withdrawal) to better reflect likelihood and impact;
- Audit all current validating partner contracts to confirm notice periods and withdrawal clauses to inform the risk register's "likelihood" score;
- Remove "Pursuit of DAP" as a mitigation for Risk 271 and replace with immediate-term protections (e.g., Student Protection Plan).

The Council was **pleased to receive** the detailed report and **looked forward** to seeing the assessments against the adjusted Risk 271 at its next meeting **(ACTION 8).**

11. CURRICULUM PLANNING

Members received a presentation on the UCP future curriculum planning and recruitment activities and a report updating the Council on the 2025 strategic plan and outlining a three-year curriculum roadmap designed to ensure financial sustainability and alignment with government priorities (including LLE and modular learning).

Following the presentation on curriculum and recruitment plans, Council Members engaged in a strategic discussion focused on demographic targeting, marketing responsibilities, and the utilisation of the alumni network.

The Council **welcomed** the detailed report and presentation, the specific marketing activities underway to promote applications for 2026/27 and **looked forward** to receiving an update on recruitment at its next meeting.

12. UCP GOVERNANCE

The Council was requested to consider and approve a number of governance matters. In making its judgements The Council considered and approved the following:

- 2025/26 Audit Review of UCP Compliance with CUC Code of Good Governance
- Audit Committee Terms of Reference
- UCP Council Training Plan

The two identifed partial compliance points with the CUC Code of Good Governance were noted for completion:

- Finalising one member's directorship at Companies House (personal code issue – in hand) **(ACTION 9)**
- Aligning the UCP Council terms of office with IEG Governors terms of office (review with Eversheds to be undertaken to ensure full legal compliance and

adjustment to Articles of Association and Council Terms of Reference – to be brought to the Council for approval **(see ACTION 2)**

13. URGENT BUSINESS (RELATES TO ITEM 1C)

Chair's Business:

The Chair personally, and on behalf of Council Members, thanked Liz Knight, Academic Director, for her many years of service and dedication to improving the lives of students.

Louise Perry, UCP Council Member and Chief Finance Officer, was also thanked for her guidance and clear financial steer provided to UCP over her years in office.

14. DATE OF NEXT MEETING: 25TH JUNE 2026

Members noted the date of the next meeting.

Meeting closed at 6.25pm