

**Minutes of the Meeting of the Corporation held on Monday 27th April 2015, 5.00pm,
The Conference Room, Prior Pursglove College**

Present: Dr Gavens (Chair), Ms K Avery, Mrs U Betterton, Mr B Bird, Mrs J Burton, Mrs C Craster, Mrs N Crombie, Mr S Dauncey, Mr C Groves, Mr J Kay, Mr M Loftus, Cllr P Spencer

In Attendance: Mrs E Grove (Clerk), Ms A Shaffi (Vice Principal (VP)), Mrs P Miller (Assistant Principal Curriculum and Guidance), Mr J Zoryk (Assistant Principal Resources), Ms S Langstaff (Finance Manager)

Meeting quorate

86% attendance

1) **Impact of the Governing Body on the Success of the College**

The meeting started with a sixty minute governor development session on 'The Impact of the Governing Body on the success of the college' facilitated by Mr K Finnegan, National Subject Specialist, Education and Training Foundation.

Ms Avery was presented with a bouquet of flowers from the staff and students in recognition of her work with the Career Academy.

2) **Apologies for Absence**

Dr Dodds, Mr R Laverick. Governors were informed that Dr Simpson had tendered his resignation. The Chair was asked to write to Dr Simpson to thank him for his service as a governor.

Mr Loftus was welcomed to the meeting.

3) **Minutes of the Meeting of Monday 23rd March 2015**

The minutes were agreed and signed as a true record.

4) **Matters Arising**

5.1) **Health and Safety Report**: A discussion had taken place with Faculty Managers and the college health and safety committee has been asked to look at recording 'near misses' and not just accidents.

Spot checks on buses for overcrowding had taken place and no evidence found. Checks will continue to be made.

5.2) **Safeguarding**: Mrs Miller advised that a central on-line recording system was now in operation. Matters relating to equality and diversity and prevent were being recorded in addition.

Consideration of the appointment of safeguarding/health and safety governors will be brought to the July meeting. Work is being undertaken on defining the roles.

6.2) **2014-15 Post Inspection Action Plan (PIAP)**: An updated PIAP with clarification of wording will be brought to the June Corporation meeting. **Action Principal**

6.4) **Comparative Publicised Data**: A report will be brought to the June meeting **Action VP**

7) **Student Union Report**: Staff wearing of id badges will be reinforced. Providing more highly visible visitors badges was suggested.

5) **Health and Safety/Safeguarding**

There were no matters to bring to the attention of governors.

6) **Strategy for the College's Future**

A confidential discussion took place on future strategies.

Mrs Betterton left the meeting at 8.00pm.

7) **Principal's Report inc the Post Inspection Action Plan (PIAP)**

The Executive summary which had been omitted from the papers was tabled.

7.1) Data Dashboard: It was confirmed that the data dashboard will be updated for the KAG 6 results as soon as they are available and that a report will be issued to governors prior to the next meeting. **Action VP**

7.2) PIAP 2014-15: It was confirmed that an update will be provided at the next meeting. A draft PIAP following up on the recent Ofsted inspection will also be brought to the meeting. **Action Principal**

7.3) Post Inspection Marketing Plan: The key messages were discussed. Governors asked for the statement on medics, vets and health graduates to be clarified at the next meeting. **Action VP**

7.4) Income Generation Proposals: There was a brief discussion of the paper and the suggestions circulated in advance of the meeting. It was agreed that further discussion on widening income streams was needed. **Action Principal/VP**

7.5) New Faculty Structure: The changes were noted and it was recognised that the governor links will need to be revisited. Governors wishing to get involved in the scheme were asked to speak with the Clerk. **Action Governors**

7.6) Staffing for September 2015: Mrs Burton gave a verbal report. Governors were informed that a hearing panel had been set up following the receipt of an appeal against redundancy.

8) **Search and Governance Committee Report**

Mrs Crombie spoke to the report sent with the agenda.

8.1) Appointment of Student Governors: It was agreed to appoint Ashley Smith and Serene Khabass, being the President and Vice President of the Student Union, for a period of one year with effect from 1st May 2015.

8.2) Amendments to the Instrument and Articles and supporting policies: The amendments to the Instrument and Articles and supporting policies were approved. The new conflicts of interest policy was adopted.

8.3) Re-determine the size of the Corporation: It was agreed not to seek a nomination from the Foundation following a resignation and that the Corporation be reduced from 20 to 19.

8.4) Code of Good Governance for English Colleges: It was agreed to defer adoption of the Code to enable the Audit Committee to have discussions at its next meeting with auditors present.

8.5) Self-Assessment 2014-15: The proposed approach was approved.

9) **Date and Time of Next Meeting**

The date and time of the next meeting was confirmed as Monday 8th June 2015 starting at 5.00pm with a development session on 'Excellence in Governance, facilitated by John Boyle, ETF National Leader in Governance.

10) **Any Other Business**

Mrs Betterton had expressed an interest in joining the Resources and Remuneration committee and her appointment was agreed.

11) **Publication of Documents**

It was agreed to publish the minutes.

The meeting closed at 8.54pm.