

Minutes of the Extraordinary Meeting of the Corporation held on Wednesday 6th January 2016, 6.00pm, The Conference Room, Prior Pursglove College

Present: Dr P Gavens (Chair), Ms K Avery, Mrs J Bailey, Mrs U Betterton, Mrs N Crombie, Mr S Dauncey, Dr D Dodds, Mr C Groves, Mr J Kay, Ms S Khabbass, Mr M Loftus

In Attendance: Mrs E Grove (Clerk), Ms A Shaffi (Vice Principal), Mr J Zoryk (Assistant Principal), Mrs S Langstaff (Finance Manager)

Meeting quorate

74% attendance

Dr Gavens welcomed Mrs Bailey to the meeting.

1) **Apologies for Absence**

Mr B Bird, Mr A Smith, Cllr P Spencer

2) **Merger**

2.1) **Draft Response to Merger Consultation:** Dr Gavens recapped on previous discussions and thanked those governors who had come back with some amendments to the document in advance of the meeting. A verbal update was given on the data to be included within the report.

Mr Groves arrived at 6.12 pm

An extensive discussion took place on the best way to present the data to ensure there was openness about the number and nature of responses. Governors were reminded about the extent of consultation and methods used. It was confirmed that there were no fixed requirements as to how the response to consultation was set out. The requirement was to publish a response within two months of the close of the consultation. After further discussion it was agreed that the total number of responses including the anonymous returns should be included. It was further agreed that where respondents had identified whether they were parents, students or staff the figures should be expressed as a percentage of the total number of possible responses for that category. A number of minor amendments to wording were suggested and with these amendments the final draft was approved for publication.

2.2) **Draft Application to the Secretary of State:** Mrs Bailey was invited to speak to the papers sent with the agenda. Items which had already been forwarded to the Education Funding Agency (EFA) in support of the application were noted. It was further noted that the Shadow Board would meet on Tuesday 12th January to make decisions on the Governance arrangements for a new Corporation.

Mrs Langstaff provided a verbal update on the section relating to contracts. Governors were reminded that the due diligence reports had not highlighted any issues with contracts. Those relating to banking, insurance and audit would be put in place for the new college and others would carry forward.

In response to a question raised, Mrs Langstaff reported that the College bankers had not come to a decision on treatment of the bank loan. It was confirmed that the forecasts for the merged college would be provided to the bank and the EFA would be advised that the loan would either be paid off or rolled over into the new college.

Mrs Bailey drew attention to the draft organisation structure and a discussion followed. The draft curriculum plan was discussed. It was confirmed that it was a work in progress and would be subject to change. The need to be able to demonstrate efficiency savings and growth areas to the EFA was noted.

3) **Area Reviews**

Dr Gavens recapped the discussions which had taken place at the last meeting and advised that the Chairs and Principals continued to meet with their counterparts in other colleges. It was noted that the fourth Area Review meeting had been postponed and would now be held on 22nd February with the fifth meeting on 11th March.

Papers were tabled setting out progress of discussions to date and a number of options for closer working between colleges. Dr Gavens summarised their content and asked Governors to read them outside the meeting in preparation for future discussions. A verbal update was provided on the views expressed by the Regional Schools Commissioner on multi-academy trusts and involvement of schools.

Mrs Bailey informed Governors that the Principal of Hartlepool Sixth Form College would be leaving and a decision had been taken not to appoint a new Principal at this stage. A discussion followed on the options set out in the tabled papers. It was noted that these would be analysed and ranked with a view to bringing the best options to the fourth Area Review meeting. Governors were reminded that it was for each separate Corporation to make a final decision in the best interests of its own organisation. It was agreed that a half day Governors meeting should be held between 22nd February and 11th March to give sufficient time for consideration of the options. **Action Clerk**

A request was made for a training session to be provided on multi-academy trusts. It was agreed this should take place at the next scheduled meeting. **Action Principal and Clerk**

Governors were reminded that it had been planned to meet with staff to talk about the Area Reviews and it was noted that due to time constraints it had not been possible to do this at the start of term. A discussion followed and Governors supported the view that Mrs Bailey should start a dialogue with staff.

The confidentiality of the papers tabled was stressed.

4) **Bank Signatories**

The proposal to remove the former Principal and the Assistant Principal Curriculum and Guidance from the list of bank signatories was accepted. The proposal to include Mrs Bailey as a bank signatory was also accepted.

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

This was confirmed as Thursday 11th February 2016 starting at 6.00pm.

Mr Dauncey, Miss Khabbass, Ms Shaffi, Mr Zoryk and Mrs Langstaff left the meeting at 7.44pm prior to discussion of the confidential agenda.

6) **Senior Post-holder Review**

Dr Gavens proposed that the Vice Principal role be designated as a senior post-holder position. The rationale being that a second senior post-holder was required due to the part time nature of the Interim Principal role.

A discussion followed and the proposal was accepted. It was further agreed that the Resources Committee should review the current job description and terms and conditions of service and report back to the Corporation.

There being no further business the meeting closed at 7.58pm.