

**Minutes of the Full Corporation meeting held on
26 November 2009**

09.150 Membership

Ms P Beasant
Ap Mrs J H Chambers
Mr J Connolly
Mrs L Coombes
Mr S Darby
Ap Mr K Green
Mr R Holden
Mr M Lloyd
Mr K McKoy
Ms C Millard
Mr T Ndlovu
Ms D Needham
Ms A Neilson (Vice Chair)
Cllr D Pressley
Mr R Rowley
Mr J Sephton (Chair)
Ap Mr J Shephard
Mr A Stott

In attendance:

Mr M E Murphy (Clerk to the Corporation)
Ms A J Oaks (Deputy Clerk and College Secretary)
Ms G Saville (Deputy Principal)
Mr J Neal (Assistant Principal)

09.151 Apologies

Apologies were received from Mrs Chambers, Mr Shephard and Mr Green.

09.152 Declarations of Interest

Ms Millard, Mrs Beasant and Mr Sephton declared an interest in Agenda Item 4 (Minute 09.153) in respect of appointments.

09.153 Appointments

Following elections held by Students in October, the Clerk reported that Ms Carriann Millard had been elected to serve as student Governor.

Following the Staff Governor elections which had taken place on 2 October 2009, Ms Pip Beasant had been elected to replace John Savage with

immediate effect, and Ms Katharine Body had been elected to replace John Shephard from 18 December 2009.

RESOLVED 09.153.1 **To Appoint Ms Carrieann Millard to the Corporation as a Student Governor.**

RESOLVED 09.153.2 **To appoint Ms Pip Beasant to the Corporation as Staff Governor for an initial term of office of one year with immediate effect;**

RESOLVED 09.153.3 **To appoint Ms Katharine Body to the Corporation as Staff Governor for an initial term of office of one year effective from 18 December 2009.**

09.154 **Minutes of the Search Committee held on 22 September 2009**

The Minutes of the Search Committee were received. Recommendations had been put forward for consideration with regard to the appointment of Mr Sephton, Mrs Coombes and Mr Stott for a further term of office.

RESOLVED 09.154.1 **To appoint Mr Sephton to the Corporation for a further term of office of four years from 27 March 2010;**

RESOLVED 09.154.2 **To appoint Mrs Coombes to the Corporation for a further term of office of four years from 27 March 2010;**

RESOLVED 09.154.3 **To appoint Mr Stott to the Corporation for a further term of office of three years from 24 April 2010.**

09.155 **Recommendations from the Search Committee held on 26 November 2009**

The Clerk reported that the Search Committee had met on 26 November 2009 to discuss the Local Authority nomination for the vacancy on the Corporation. Cllr Allen Clarke, Deputy portfolio holder for Children & Young People's Services, had been nominated for appointment but due to prior commitments was unable to attend a meeting until May 2010. It had therefore been recommended to appoint Cllr Clarke from May 2010.

RESOLVED 09.155 **To appoint Cllr Allen Clarke to the Corporation for an initial term of office of one year with effect from 1 May 2010.**

Ms Needham joined the meeting.

09.156 **Financial Management Control Evaluation**

The FMCE had been presented for consideration to the Audit Committee at its September 2009 meeting and was recommended to the Corporation for approval. The Clerk explained that the annual self assessment of financial

management and governance processes was required to be submitted to the LSC by 30 November 2009. The College had self assessed its financial management and governance arrangements for 2008/9 as Outstanding, which reflected the grade received by the LSC PFA team at the time of the Ofsted inspection in March 2009. One minor improvement action was noted within the report, with a timescale of December 2009, relating to ongoing work to incorporate additional key performance indicators into the management accounts.

RESOLVED 09.156 **To approve the overall grade of outstanding and for the FMCE to be submitted to the LSC by 30/11/09.**

Mr Ndlovu joined the meeting.

09.157 Quality Improvement Strategy

The Deputy Principal introduced Dave Barnett, Director of Quality, who had been invited to facilitate the development event. Governors received an update of the Quality Improvement Strategy for 2008-11.

Mr McKoy joined the meeting.

The Deputy Principal summarised progress and considerable discussion took place with regard to target setting for success rates and lesson observation grades. Last year Governors had agreed global targets at course level of 80% for success rates. Whilst performance for 2008/9 suggested this was still realistic for most areas, it was reported that some areas were performing below this expectation and targeted interventions were being planned to address this in order to achieve the 2012 target. In terms of improvement, the 80% compared to national benchmark of 81% indicated a 2% improvement was required to reach 2012 targets.

In terms of Lesson Observations, Governors were keen to see clear indications of progress and sought clarification of the revised process, particularly with regard to support, reward and training. Significant resources had been put into improving the lesson observation profile over the last year and Governors were pleased to see the distance travelled. Following much discussion in relation to the proposed grade profile, it was agreed that a limit of 2% should be set for Grade 4 observations in 2009/10.

RESOLVED 09.157.1 **To approve the update to the Quality Strategy, including maintaining a success rate target of 80% on all courses at all levels.**

RESOLVED 09.157.2 **To approve the target lesson observation grade profile with a limit of 2% for Grade 4 observations.**

09.158 Equality & Diversity

Governors were pleased to note that the new appointments to the Corporation had improved the gender balance considerably.

09.159 Governance Risk

No new risks had been identified.

09.160 Confidentiality

None.

09.161 Date and time of next meeting

Thursday 10 December 2009 at 6. 00 pm