

**MINUTES OF A MEETING OF THE CORPORATION HELD ON**  
**WEDNESDAY 22 MAY 2019**  
**IN ROOM PG11 AT THE ISLE OF WIGHT COLLEGE**

			ATTENDED	ATTENDANCE 2018/19
<b>GOVERNORS:</b>	Dr Nick England	Chair	✓	6 of 7
	Prof. Nigel Hastings	Vice Chair	0	5 of 7
	Mrs Debbie Lavin	Principal	✓	7 of 7
	Mrs Christina Conroy		✓	5 of 7
	Mr Graham Cooper		0	5 of 7
	Mr Steve Corbett		0	4 of 7
	Dr Kavita Hayton		0	4 of 5
	Mr David Hodgkins		✓	7 of 7
	Mr Ryan Kimber	Student Governor	✓	6 of 7
	Mrs Christine Palmer		✓	2 of 3
	Mr Gordon Pownall		✓	5 of 7
	Mr Martyn Pearl		✓	7 of 7
	Mr Finn Ratsey-Woodroffe	Student Governor	0	4 of 7
	Dr Nick Sinnamon		✓	7 of 7
	Mr Aaron Townsend	Student Governor	0	3 of 7
	Dr David Wake		✓	7 of 7
	Mr Steve Winfield-Hunt		✓	6 of 7

<b>IN ATTENDANCE:</b>	Ms Lynne Christopher	Special Project Advisor	✓
	Mr Peter Thompson	Assistant Principal – Finance & Resources	0
	Miss Fidelma Washington	Assistant Principal – Quality Improvement	✓
	Mr Roland White	Assistant Principal – Students, Teaching & Learning and HR	✓
	Mrs Tracy Bull	College Accountant	✓
	Mr Brian Bowker	Clerk to the Corporation	✓

**APOLOGIES:** Prof. Nigel Hastings, Mr Graham Cooper, Mr Steve Corbett, Dr Kavita Hayton, Mr Finn Ratsey-Woodroffe, Mr Aaron Townsend

**ACTION**

**58/19 DECLARATIONS OF INTEREST**

Dr Nick England in relation to work currently being undertaken with Island schools. Dr David Wake as a member of the UKSA Advisory Board.

**59/19 APPROVAL OF THE NON-CONFIDENTIAL, STAFF & STUDENT CONFIDENTIAL MINUTES OF THE MEETING HELD ON 24 APRIL 2019**

The minutes were approved as a true record of the meeting.

**60/19 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 24 APRIL 2019**

It was noted that the one matter arising was in hand.

**61/19 APPOINTMENT OF TEACHING STAFF GOVERNOR**

The Corporation APPROVED the appointment of Vicky Egerton as the Teaching Staff Governor for a two year term, from 1 August 2019 to 31 July 2021.

**62/19 GOVERNOR CONTACT DAY 2019**

The Assistant Principal (Students, Teaching & Learning and HR) stated that, based on consideration of the completed governor evaluation forms and verbal feedback from staff, the event had proved very positive. He suggested that a similar event be held in 2020 and this was fully supported by Members.

The Corporation CONSIDERED the report.

**63/19 CHAIR'S BUSINESS/RATIFICATION OF CHAIR'S ACTION**

Members considered a paper informing them of the Isle of Wight's position in the social mobility index. It was noted that overall the Isle of Wight is ranked 220 out of 324 local authority districts (LADs) but with Island schools ranked 315 out of 324 LADs. This means that disadvantaged children in Island schools are amongst the least likely in the country to progress into higher education, and then into a managerial job.

A lengthy discussion ensued with Members recognising that there are real issues on the Island and several severely deprived wards. It was felt that a co-ordinated response from the council was required to address this but unfortunately, little progress is being made. The Principal stated that the College works hard to support young people and develop aspirations. The Chair recognised the challenges presented by the Island environment and the good work undertaken by the College.

The Corporation CONSIDERED the report.

David Hodgkins joined the meeting at this point.

**64/19 MONTHLY FINANCE REPORT AND LATEST ESTIMATE**

The College Accountant took Members through the management accounts for the nine months to April, which show an operating surplus of £99k (budget forecast of £73k surplus) excluding staff restructuring. This results in a £20k year to date favourable variance. She stated that the key variances

in the month can be attributed to funding body income showing a minor adverse variance; invoiced international income being higher than budgeted; pay costs now include the additional staff payment, as a result of rescheduling of salaries, and bid income achieved this year not being in the original budget. She added that pay is now showing an adverse variance (the payment for additional days to staff was made in March) and pay is forecast to be higher than the budget.

Questions were asked regarding the increase in international income, how much of the international income was paid in advance and the specific risks associated with bad debts. The College Accountant responded in detail to Members' satisfaction. A further question was asked regarding how the College had dealt with the implementation of the revised pay date and any associated issues. Members were informed that only three staff had experienced specific issues and these were satisfactorily addressed.

The Corporation CONSIDERED the report.

#### **65/19 DEBTORS REPORT/DEBT WRITE-OFFS**

The Corporation APPROVED the write-off of £7,377 of debt, deemed uncollectable by the College's debt collection agency.

#### **66/19 PRINCIPAL'S REPORT**

The Principal drew attention to the local authority's original strategic plan for school improvement and informed them that there was no further update regarding the contractual issues with the University of Chichester and Stoneham Construction Limited.

Members then considered two significant documents; 'College Oversight: Support and Intervention' and a 'Letter from the FE Commissioner'. Members recognised the importance of the documents, noting the revised intervention regime and that financial health category "Satisfactory" now becomes "Requires Improvement".

It was agreed that both documents required detailed consideration and this would be given at the briefing session prior to the July Corporation.

The Corporation CONSIDERED the report.

#### **67/19 OUTCOMES OF LEARNER SURVEY**

The Assistant Principal (Students, Teaching & Learning and HR) presented his report and survey results indicated that the majority of learners show a high level of satisfaction with their experience at the College. A Member asked about "course organisation", which has lower satisfaction scores than other

areas, although not significantly low. The Assistant Principal advised that this related to students aged 14-16. The Assistant Principal was asked to investigate this further and circulate an email with a more detailed response to the governor asking the question.

Principal/  
RW

Further questions were asked regarding lower satisfaction levels in HE, Engineering and Learning Support. The Assistant Principal explained that there had been staffing issues in the first two areas and an assessment issue in the latter.

Fidelma Washington joined the meeting at this point.

The Chair asked the Student Governor for his views and he outlined some of the issues in the Engineering department and the Principal responded in detail. The Chair then asked the Teaching Staff Governor for his comments and he reflected on the generally good progress in the Construction department in meeting student expectations. However, he recognised that there was still improvement to be made in a few areas, for example Brickwork.

The Corporation CONSIDERED the report.

**68/19 COLLEGE CHARTER**

Members considered the report and a few specific suggestions were made and the Assistant Principal (Students, Teaching & Learning and HR) agreed to incorporate them into the charter.

RW

The Corporation APPROVED the College Charter “Your College and You” for use in 2019/20.

**69/19 FRANCHISE PROVISION 2018/19**

The Corporation NOTED the report.

**70/19 ANY OTHER BUSINESS**

The Chair informed Members that he and the Clerk would be visiting Fareham College on the 26 June to observe a Corporation meeting.

**71/19 DATE OF NEXT MEETING**

Wednesday, 17 July 2019 Corporation meeting at 1415hrs – 1645 hrs in room PG11.

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

**MISSION STATEMENT**  
**Putting Students First | Working for Employers | Supporting Our Community**