

MINUTES OF A MEETING OF THE CORPORATION HELD ON
WEDNESDAY 24 FEBRUARY 2016
IN ROOM L8 AT THE ISLE OF WIGHT COLLEGE

			ATTENDED	ATTENDANCE 2015/16
GOVERNORS:	Mr Peter Conway	Chair	✓	4 of 4
	Dr Nick England	Vice Chair	✓	3 of 4
	Mrs Debbie Lavin	Principal	✓	4 of 4
	Ms Michelle Campbell	Support Staff Governor	✓	4 of 4
	Mr Steve Corbett		0	3 of 4
	Mrs Jan Gavin		0	3 of 4
	Mrs Jessica Garbett		✓	3 of 4
	Prof. Nigel Hastings		✓	4 of 4
	Mr Mike Hosking		✓	3 of 4
	Ms Wallis Haywood		0	2 of 4
	Ms Ginnie Orrey		✓	3 of 4
	Mrs Sheila Paul		0	2 of 4
	Dr Nick Sinnamon		✓	3 of 4
	Mr Phil Truckel	Teaching Staff Governor	✓	2 of 4
	Dr David Wake		✓	2 of 4
Attendance % this meeting: 73%			Present at this meeting:	11 of 15
Attendance % year to date: 87%			Total attendance year to date:	52 of 60

IN ATTENDANCE:	Ms Lynne Christopher	Deputy Principal	✓
	Mr Peter Thompson	Assistant Principal – Resources & Finance	✓
	Miss Fidelma Washington	Assistant Principal – Curriculum & Quality Improvement	✓
	Mr Roland White	Assistant Principal – Teaching, Learning & Students	✓
	Mrs Tracy Bull	College Accountant	✓
	Mr Brian Bowker	Clerk to the Corporation	✓
	Mr David Hodgkins	Human Resources Manager	✓
APOLOGIES: Wallis Haywood (W), Steve Corbett (W), Jan Gavin (W), Sheila Paul (P)			

ACTION

194/15 DECLARATIONS OF INTEREST

Dr David Wake as a member of the UKSA Advisory Board. Prof Nigel Hastings as married to a governor of the Innovation Trust. Dr Nick England in relation to work currently being undertaken at Sandown and Ryde Academies.

195/15 APPROVAL OF THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON THE 16 DECEMBER 2015

The minutes were approved as a true record.

196/15 MATTERS ARISING OF THE MINUTES OF THE 16 DECEMBER 2015

It was noted that two of the three matters arising had been addressed and one was for action in 2016/17.

197/15 DRAFT CONFIDENTIAL CAPITAL COMMITTEE MINUTES OF THE MEETING HELD ON 16 DECEMBER 2015

The Corporation noted the draft Capital Committee minutes.

198/15 DRAFT AUDIT COMMITTEE MINUTES OF THE MEETING HELD ON 11 FEBRUARY 2016

The Corporation noted the draft Audit Committee minutes.

199/15 GOVERNOR APPOINTMENTS

The Clerk informed Members that this item would be considered at the March Corporation meeting.

200/15 GOVERNOR CONTACT DAY: DRAFT AGENDA 2016

The Assistant Principal – Teaching, Learning and Students reminded Members that the purpose of the Governor Contact Day is for Governors, students and staff to discuss matters of strategic importance to the College and agree actions to aid its future development. He said that the proposed focus for the April Contact Day was “developing students attitudes and behaviours to ensure they are ready for the world of work”. Governors supported the proposal and format for managing the day but asked the Assistant Principal to consider reviewing the title. They also suggested that it would be helpful if the day could start with some input from Island employers who could indicate the type of skills that they were seeking from prospective employees.

The Corporation APPROVED the agenda for the 2016 Governor Contact Day.

201/15 COLLEGE AND GOVERNOR EVENTS

The Corporation noted the event calendar but asked if further information could be provided regarding the events. The Teaching Staff Governor offered to assist with reviewing the communication sent to staff.

PTr**202/15 CHAIRS BUSINESS/RATIFICATION OF CHAIR'S ACTION**

The Chair provided a brief update on building project progress in relation to addressing outstanding items in the SLDD and STEM buildings and he informed them that he had signed The Parent Company Guarantee for the CECAMM project.

The Chair also informed Governors that the updating session on the 2 March 2016 would address Safeguarding and development in the Area Review consultation. With regard to the Area Review, this would be the last opportunity for all Governors to meet prior to the 14 March 2016 meeting.

203/15 GOVERNOR STRATEGY DAY 2016 NOTES AND ACTION PLAN

Members were informed that the sub-group set up to look at maths and English had held its first meeting. The sub-group Chair said that the key role of the group would be one of monitoring, supporting and challenging and he added that Governors were mindful of the wider role of maths and English in the broader governance context.

The Chair informed Members that another key matter arising from the strategy day, the review of the College mission and character, would be considered at the March 2016 Corporation meeting.

The Corporation NOTED the Strategy Day action plan.

204/15 HIGH LEVEL PERFORMANCE INDICATORS 2014/15 AND TARGETS FOR MONITORING IN 2015/16

The Assistant Principal – Curriculum & Quality Improvement informed Members that the purpose of the report was to monitor outcomes against the high-level performance indicators set by Corporation for 2014/15; to review the targets for the new KPI's for 2015/16 and consider 2015/16 progress to December 2015.

It was noted that the KPI's for 2015/16 had been updated following the review at Corporation in December 2015 when some indicators were removed and new indicators were agreed.

Members considered the report, which they felt, provided a very clear and honest assessment of progress and importantly contained no surprises.

Members noted that most PI's for 2015/16 are positive; retention rates are all currently high and progress is positive for financial health and bank covenants and SFA funding allocation for 19 plus learners, including apprentices. However, Members asked for careful monitoring of the three PI's rated amber and the two PI's currently rated red for 2015/16.

The Corporation CONSIDERED the report.

205/15 PRINCIPAL'S REPORT

The Principal took Members through her report that provided strategic updates on the Solent Area Review; colleges with SFA "notice of concern"; the Government spending review; EFA funding 2016/17; apprenticeship reforms and Capital builds. She reminded Governors that although it was important to focus on the teaching of maths and English the apprenticeship reforms are equally important.

The Chair provided Members with information regarding the last Area Review meeting and told them that the meeting had been informed that there is no mechanism to close academies. He also expressed his disappointment that the Schools Commissioner was not in attendance.

Concern was expressed about the small class sizes in Island schools, particularly in specialist subjects, and it was felt that significant savings could be made and the student experience improved by rationalising the provision. It was noted that neither the RSC nor LA's have statutory powers to close small school 6th forms even if outcomes are below NA's.

The Corporation CONSIDERED the Principal's Report.

206/15 COLLEGE RESTRUCTURE

Confidential minute.

Paul Harlow and Alice Golding joined the meeting at this point.

207/15 CURRICULUM MANAGER AND SECTION LEADER: MATHS AND ENGLISH

Members considered the report that was provided to update Governors on the performance of English and maths and highlight the department's position in the current year in addressing areas of improvement identified in the 2014/15 SAR. A lengthy discussion ensued and a number of questions were asked including:

- How target setting (targets look ambitious) took place this year compared to last year?
- Is coursework an issue in GCSE English?
- If given a free hand what major changes would the Functional Skills team like to implement.
- Is the current model of Functional Skills working?
- How effective is the integrated approach of working with vocational areas and how long will it be before all areas deliver Functional Skills “in area”?
- What percentage of students has to do one or other of maths and English when recruited to the College?
- How many students want to do maths and English?
- Should ability and motivational setting be introduced?
- What is the likely growth in student numbers requiring Functional Skills next year, what is the department's GCSE strategy?
- How much is the awarding body an issue?
- Is it possible to get all schools to work to the same awarding body?
- Are parents involved in supporting the College in achieving its aims in teaching maths and English?
- How big an issue is the requirement for students to meet funding criteria and what happens if good students pass maths but fail English?

The staff responded in detail to the above questions and Members were reassured that a significant focus is being placed by the College on developing and improving maths and English teaching. However, the Chair stressed that Governors will continue to monitor this area of activity very carefully.

The Corporation CONSIDERED the report.

208/15 TEACHING AND LEARNING TERMLY REPORT

This was deferred until the March 2016 Corporation meeting.

209/15 RESULTS OF EMPLOYER SURVEY FOR 2014/15

This item was deferred until the March 2016 Corporation meeting.

The College Accountant joined the meeting at this point.

210/15 MONTHLY FINANCE REPORT

The College Accountant took Members through the report and said that the management accounts report the actuals for the six months to January 2016. These show an operating surplus of £356k versus a budget surplus of £271k, giving an £85k favourable variance. She then took Members through the main variances including income, pay and non-pay. It was noted that the balance sheet continues to look strong and she drew attention to the key points of debtors, cash and the Colleges financial health status.

Members noted the report and asked for clarification on its apparent positive nature. The Assistant Principal – Resources and Finance explained that a funding meeting was held recently with the SFA where it was noted that due to a lag in funding the College was benefitting from “additional funding”. However, it was stressed that this was a short-term feature and its effect would carry through to the next financial year.

Members thanked the Finance team for the report and in particular, the presentation of debtors was considered excellent.

The Corporation CONSIDERED the report.

211/15 LATEST ESTIMATE

The Assistant Principal – Resources and Finance took Members through the report and informed them that the College is experiencing some unexpected one off costs but actions in the following areas: the full deployment of teaching staff; further reduction of non-pay expenditure; increasing income and a College restructure may secure a positive forecast.

The Corporation CONSIDERED the report.

Tracy Bull left the meeting at this point.

212/15 ANY OTHER NON CONFIDENTIAL BUSINESS

The Chair informed Members that the Association of Colleges was sponsoring a visit for FE sector staff to visit China and learn about the Chinese vocational system and that Mr Paul Buckland had been invited to participate. The AoC were sponsoring the event and there would be no direct cost to the College.

The Corporation APPROVED that Mr Paul Buckland join the AoC sponsored visit to China.

213/15 DATE OF NEXT MEETING

Wednesday 23rd March 2016 at 16.00hrs – 18.30hrs in room L8.

Chairman: _____ Date: _____

<p>MISSION STATEMENT Putting Students First Working for Employers Supporting Our Community</p>
--