

**MINUTES OF A MEETING OF THE CORPORATION HELD ON
WEDNESDAY 24 MAY 2017
IN ROOM L8 AT THE ISLE OF WIGHT COLLEGE**

			ATTENDED	ATTENDANCE 2016/17
GOVERNORS:	Mr Peter Conway	Chair	✓	5 of 7
	Dr Nick England	Vice Chair	✓	6 of 7
	Mrs Debbie Lavin	Principal	✓	7 of 7
	Mr Graham Cooper		✓	4 of 4
	Mr Steve Corbett		✓	4 of 7
	Mr Matt Grzegorzewski		✓	5 of 7
	Prof. Nigel Hastings		0	6 of 7
	Ms Catherine Jackson	Support Staff Governor	✓	6 of 6
	Mr Frantz Meckler	Student Governor	✓	6 of 6
	Ms Ginnie Orrey		✓	6 of 7
	Mrs Sheila Paul		0	6 of 7
	Mr Martyn Pearl		✓	6 of 7
	Dr Nick Sinnamon		✓	6 of 7
	Mr Ben Slade	Student Governor	✓	5 of 7
	Mr Phil Truckel	Teaching Staff Governor	0	5 of 7
	Ms Jenni Turner	Student Governor	✓	5 of 6
	Dr David Wake		✓	5 of 7
Attendance % this meeting:	82.35%	Present at this meeting:	14 of 17	
Attendance % year to date:	83.06%	Total attendance year to date:	103 of 124	

IN ATTENDANCE	Ms Lynne Christopher	Deputy Principal	0
	Mr Peter Thompson	Assistant Principal – Finance & Resources	✓
	Miss Fidelma Washington	Assistant Principal – Quality Improvement	0
	Mr Roland White	Assistant Principal – Students, Teaching & Learning and HR	0
	Mrs Tracy Bull	College Accountant	✓
	Mr Brian Bowker	Clerk to the Corporation	✓
APOLOGIES:	Professor Nigel Hastings (H), Sheila Paul (H), Phil Truckel (W), Lynne Christopher (W), Fidelma Washington (W), Roland White (W)		

The Chair welcomed Members to the meeting and thanked them for their contribution to the Ofsted inspection process.

63/17 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. Mr Steve Corbett as an employee of Portsmouth University and a Governor at St Francis Primary School.

64/17 APPROVAL OF THE NON-CONFIDENTIAL, STAFF & STUDENT CONFIDENTIAL AND STAFF, STUDENT & SMT CONFIDENTIAL MINUTES OF THE MEETING HELD ON 26 APRIL 2017

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

65/17 MATTERS ARISING FROM THE MINUTES OF 26 APRIL 2017

It was noted that the two items relating to E Block were addressed in the Principal's Report on the meeting agenda.

In the absence of the Assistant Principal (Students, Teaching & Learning and HR), the Clerk agreed to email Members with the required information on the accuracy of the quartiles data.

66/17 COLLEGE AND GOVERNOR EVENTS

The Corporation NOTED the events.

67/17 CHAIR'S BUSINESS/RATIFICATION OF CHAIR'S ACTIONS

The Chair informed Members that he had carried out the annual review of the Clerk to the Corporation and, following discussion, there would be a focused attempt to produce electronic papers by the October 2017 Corporation meeting.

With the agreement of the meeting, the finance items were taken out of agenda order.

68/17 MONTHLY FINANCE REPORT

The College Accountant informed Members that the College is reporting a year to date loss of £207k (versus a budget surplus of £398k). This is a £605k adverse variance which has worsened in month by £152k. She then took Members through the key variances on the income and expenditure account, covering income, pay, non-pay, balance sheet (debtors and cash), covenants and the overall financial health position of the College. In conclusion she informed Members that with regard to the court case, notified at the previous meeting, the judgement had been awarded to the College and the debt had now been paid.

The Chair asked a question regarding debtors and the significant sum of £185k. The College Accountant provided a detailed explanation of action being taken and Members were satisfied with the response. The Chair then asked a

question regarding staff costs which are significantly over budget. He asked why this had occurred and for details of the specific action being taken to address it. The Assistant Principal (Finance & Resources) provided a detailed response but stated that the budget would not meet the forecast level by the year end.

A question was asked regarding the implication of this for next year's budget, particularly as the College cannot make a deficit for two years in a row. The Principal stated that a significant amount of work was required to address the issues. She stated that an updating paper will be provided for the June Corporation meeting but she suggested that it would be helpful for a Governor sub group to be formed to review this matter. The Clerk was asked to initiate a meeting.

Clerk

The Corporation CONSIDERED the report.

69/17 LATEST ESTIMATE

It was agreed that the discussion on the monthly finance report had considered matters relating to the latest estimate.

70/17 TUITION AND OTHER FEES POLICY

The Assistant Principal (Finance & Resources) informed Members that the current Fees Policy has been revised to reflect changes in funding methodology and to offer some additional precision and guidance for those involved in the administration and determination of fees. He then drew attention to the five most significant changes to the current policy.

The Corporation APPROVED the Tuition and Other Fees Policy for 2017/18.

The Assistant Principal (Finance & Resources) and College Accountant left the meeting at this point.

71/17 PRINCIPAL'S REPORT

The Principal took Members through her report which considered the Technical and Further Education Bill; AoC Manifesto 2017; Graduate Labour Market Statistics 2016; letter from the Education and Skills Funding Agency; and an update on E Block and capital builds.

Questions were then asked on E Block and potential future use, the hydrotherapy pool and, following the terrorist attacks in Manchester, what action, if any, the College was intending to take in relation to the Prevent agenda. The Principal provided a comprehensive response to all questions.

The letter from the ESFA Chief Executive regarding strong financial management was noted and Members were informed that it would be considered at the

Audit Committee meeting in June 2017.

The Corporation CONSIDERED the report.

72/17 GOVERNOR STRATEGY DAY ACTION PLAN UPDATE

The Corporation CONSIDERED the Action Plan.

Frantz Meckler (Student Governor) joined the meeting at this point and the Chair thanked him for his contribution at the meeting with Ofsted Inspectors earlier that day.

73/17 OUTCOMES OF THE LEARNER SURVEY 2017

The Principal took Members through the report and informed them that all learners enrolled on full time and part-time courses are given the opportunity to respond to the learner survey. The survey was conducted in January 2017 and responses from all learners were collected electronically, where appropriate. Learners with a learning difficulty and/or disabilities and learners on Insights programmes completed paper based surveys and the responses to these questionnaires were analysed separately and do not form part of the overall QDP analysis. She stated that the overall results of the survey were pleasing, with the majority of the learners showing a high level of satisfaction with their experience at the College. Members noted that results can be seen in the full report in Appendix 1, which is available on the Governor portal.

Clarification was sought regarding the nature of the survey and whether it was an internal or external one. Members were informed that it is the College's survey but the questions are standardised and asked in all colleges nationally.

The Chair asked if the format and questions are relevant and the Principal responded that the survey needs reviewing if it is to be of more use to the College and ultimately future students. The Support Staff Governor stated that the overall feedback from learners for IAG is good. The percentage of learners stating they knew enough about their programme is 88 per cent (benchmark), those who stated they received good advice and guidance throughout their programme is 93 per cent (above benchmark) and those who state they are being helped to identify future work/education choices is 84 per cent (above benchmark). By January 2007 69 per cent of respondents stated they had accessed careers advice in college. More work needs to be done to improve the number of learners who state they are clear what to do when their programme ends, which at 81 per cent in January 2017 is below benchmark.

In response to a question from the Chair, the three Student Governors commented, based on their particular course experiences.

A Governor commented that from an Equality and Diversity perspective there seems to be a very narrow focus. The Principal explained that the report was a highline summary and there is much more detail behind it and recommended that Governors access the full report on the portal.

The Corporation CONSIDERED the report.

74/17 FOUNDATION LEARNING AND HIGH NEEDS STUDENTS REPORT

The Principal explained that due to the nature of this course, the report was not in the usual required format. In the absence of the Head of Department, due to inspection demands, it was agreed that a review of the report would be deferred until the June 2017 Corporation meeting.

75/17 FRANCHISE PROVISION ANNUAL REPORT 2016/17

The Corporation NOTED the report.

76/17 ANY OTHER BUSINESS

There were no items of any other business.

77/17 DATE OF NEXT MEETING

Wednesday 21 June 2017 at 16.00hrs – 18.30hrs in room L8.

Chairman: _____ Date: _____

MISSION STATEMENT

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