

MINUTES OF A MEETING OF THE CORPORATION HELD ON
WEDNESDAY 28 FEBRUARY 2018
IN ROOM L8 AT THE ISLE OF WIGHT COLLEGE

			ATTENDED	ATTENDANCE 2017/18
GOVERNORS:	Dr Nick England	Chair	✓	4 of 4
	Prof. Nigel Hastings	Vice Chair	✓	4 of 4
	Mrs Debbie Lavin	Principal	✓	4 of 4
	Mr Graham Cooper		✓	3 of 4
	Mr Steve Corbett	Approved leave of absence		
	Mr Robert Davies	Student Governor	0	3 of 4
	Ms Lisa Flaherty	Student Governor	✓	4 of 4
	Mr Matt Grzegorzewski		✓	2 of 4
	Ms Catherine Jackson	Support Staff Governor	✓	3 of 4
	Mr Ben Lyon	Student Governor	✓	4 of 4
	Ms Ginnie Orrey		✓	4 of 4
	Mrs Sheila Paul		✓	3 of 4
	Mr Martyn Pearl		✓	3 of 4
	Mr Gordon Pownall		✓	3 of 3
	Dr Nick Sinnamon		✓	4 of 4
Dr David Wake		✓	4 of 4	
	Mr Steve Winfield-Hunt	Teaching Staff Governor	0	1 of 2
Attendance % this meeting:		93.33%	Present at this meeting: 14 of 15	
Attendance % year to date:		81.54%	Total attendance year to date: 53 of 65	

IN ATTENDANCE:	Ms Lynne Christopher	Deputy Principal	✓
	Mr Peter Thompson	Assistant Principal – Finance & Resources	✓
	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:	Mr Robert Davies (CW), Mr Steve Winfield-Hunt (CW)		

ACTION

185/18 DECLARATIONS OF INTEREST

Dr Nick England in relation to work currently being undertaken with Island schools. Prof Nigel Hastings, whose wife is a governor of the Innovation Trust.

Dr David Wake as a member of the UKSA Advisory Board.

186/18 APPROVAL OF THE NON-CONFIDENTIAL MINUTES OF THE MEETING HELD ON 20 DECEMBER 2017

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

187/18 MATTERS ARISING FROM THE MINUTES OF 20 DECEMBER 2017

It was noted that the one matter arising had been addressed.

188/18 GOVERNOR CONTACT DAY DRAFT AGENDA 2018

The Chair reminded Members that the 2018 contact session would be a half day event with the Corporation meeting commencing at 2.00pm. He added that although he would not be present, he fully supported the concept of Governors visiting College departments and welcomed the opportunity to meet with staff on a more informal basis.

The Assistant Principal (Students, Teaching & Learning and HR) then provided an overview of the proposed activity, which was fully supported by all Members.

The Corporation CONSIDERED the report.

189/18 CHAIR'S BUSINESS/RATIFICATION OF CHAIR'S ACTION

The Chair thanked the Assistant Principal (Students, Teaching & Learning and HR) for the presentation on the single central record. He stated that he wanted to make sure that there was a good understanding within the governing body of the processes applied by the College to ensure the safety of staff and students. He added that he had met with the relevant HR staff and was impressed and reassured by the systems and monitoring. He recommended that the briefing session be delivered again in three or four years' time.

The Clerk to the Corporation informed Members of an application for the role of a co-opted Member of the Audit Committee from Ms Christine Palmer. The Chair of Audit said that he and another Audit Committee representative had formally interviewed Ms Palmer prior to the meeting and recommended her appointment to the Audit Committee.

The Corporation APPROVED the appointment of Ms Christine Palmer as a co-opted Member of the Audit Committee for a period of four years commencing 7 March 2018.

190/18 MONTHLY FINANCE REPORT: LATEST ESTIMATE AND MANAGEMENT ACCOUNTS

The College Accountant took Members through the report and stated that the budget is currently showing an operating surplus, before restructuring costs of £91k, versus a budget surplus of £282k, which is a £191k adverse variance. She stated that the variance for the year to date is largely due to apprenticeship income not being met and full cost income not being achieved. The College Accountant then took Members through the pay, non-pay, balance sheet (including debtors and cash) and informed them that the College would not pass the cash flow covenant based on the actual results to January 2018. The current financial health of the College is satisfactory and the latest estimate, based on January results, and assuming no further reductions in income, is for -£49k. However, the cash flow covenant remains delicate.

The Chair invited questions but informed Members that there is a related tabled paper for consideration at the end of the meeting. The Assistant Principal (Finance & Resources) was asked how confident the College was that it would not breach the banking covenants and he informed Members that he had met with the bank manager and informed him that the College should not breach the covenants. He then provided detailed supporting information to substantiate this assertion. The Principal then gave further relevant details relating to student numbers and apprenticeship recruitment.

The Corporation CONSIDERED the report.

The College Accountant left the meeting at this point.

191/18 MINUTES OF THE GOVERNORS' STRATEGIC PLANNING DAY HELD ON 17 JANUARY 2018 AND ASSOCIATED ACTION PLAN

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

The Chair then asked the Principal to update Members on progress in implementing the action agreed at the strategy session.

The Principal informed Members that senior management were considering, in light of how national and regional developments are evolving, whether the Solent LEP could play a useful role in highlighting the scale of the adverse impact of funding for non-levy apprenticeships and leveraging revisions. A lengthy discussion then took place with questions being asked about the current role and priorities of the SLEP, whether the SLEP will have a significant strategic development role in the future, the impact of revised funding allocations and the potential alternatives to the current loans with

Lloyds Bank. The Principal and Assistant Principal (Quality Improvement) provided comprehensive responses to all the questions.

The Corporation CONSIDERED the report.

David Hodgkins (HR Manager) joined the meeting at this point.

192/18 PRINCIPAL'S REPORT

The Principal took Members through her report which addressed; apprenticeship non-levy procurement; Ofsted; T Levels: capacity and delivery fund; institutes of technology/Studio School/sixth form provision; English and maths attendance and an update on capital builds.

With regard to institutes of technology, the Principal informed Members that the College had been asked by the SLEP to submit a bid but, following a recent meeting, the College felt it was unable to fulfil the scale and capacity criteria required.

The Principal provided a brief update on potential Island sixth form developments and the Chair asked the Student Governors for their views on this matter. They provided a response, indicating that there appeared to be a move away from progressing into FE or HE in favour of employment.

The Chair asked questions regarding the College management of sub-contractor provision and T Levels and the start date for this development. The Assistant Principal (Quality Improvement) provided a detailed response.

The Vice Chair of Corporation updated Members, following a recent sub-group meeting, on the generally positive progress being made by English and maths students. A question was asked regarding student attendance and its impact on performance and the Principal stated that there was still student resistance to attending English and maths classes. Significant work is being completed to improve this

The Corporation CONSIDERED the report.

193/18 GENDER PAY GAP REPORT

The Chair thanked the HR Manager for producing a comprehensive report and it was noted that this reporting is now a legal requirement for the College. The HR Manager took Members through his report and a lengthy discussion ensued.

A Member stressed the importance of recognising that equal pay and gender gap are not the same. Members were positive about the report and stated

that the key sentence was “the College can confirm that all male and female staff are paid the same rates of pay for the same job roles”, and was reassured. The Chair reminded the meeting that the comprehensive job evaluation exercise undertaken by the College several years ago had laid the foundation for this positive report.

The HR Manager was asked to include numbers of staff as well as the percentage in table 2 on page 3 and amend the two report tables to ensure consistency.

DH

The Corporation CONSIDERED the report.

The HR Manager left the meeting at this point.

194/18 EQUALITY AND DIVERSITY: PUBLIC SECTOR EQUALITY DUTY

The Assistant Principal (Students, Teaching & Learning and HR) took Members through the report and informed them that it had been updated with headline achievement rate data, in line with the nine protected characteristics as defined by the Equality Act 2010. He was asked a question regarding repetition of some categories in the table on page 9 of the report and agreed to check this and report the outcome.

RW

The Chair asked what initiatives were being taken to address the gender imbalance in some subjects. The Assistant Principal stated that marketing, role modelling and participation in national initiatives are being used to combat gender stereo-typing. The Student Governors, both engineering students, described the recruitment context of their curriculum area and the changes being made to encourage more female students into this discipline.

The Corporation CONSIDERED the report.

195/18 ANY OTHER BUSINESS

The Chair informed Members that there was a staff and student confidential item to be considered.

196/18 DATE OF NEXT MEETING

Wednesday 21 March 2018 at 16.00hrs – 18.30hrs in room L8.

Chairman: _____ Date: _____

MISSION STATEMENT

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