

## STRATFORD-UPON-AVON COLLEGE CORPORATION

### MINUTES OF CORPORATION MEETING HELD ON THURSDAY 13 OCTOBER 2011

<b>Present:</b>	Jeremy Moore	Chair
	Mike Atkins	Governor
	Alice Cooper	Student Governor from item 5
	Royston Hollyer	Support Staff Governor
	Trevor Harvey	Governor from item 5
	Tony Jefferson	Governor
	David Kent	Governor
	Julia Morris	Governor
	Sinead Ouillon	Governor
	Martin Penny	Principal
	Kayleigh Pitts	Student Governor
	Elaine Rowlands	Governor
	Geoff Thompson	Governor
	Andrew Tyers	Teaching Staff Governor
<b>In attendance:</b>	Charles Anderson	Deputy Principal
	Bianca Blom	PA to the Clerk to the Corporation
	David Jackson	Clerk to the Corporation
	Norman Macdonald	Vice Principal Finance
	Yvonne Rose	Observer
	Hazel Skwirzynska	Vice Principal Corporate Services

#### PRESENTATION

David Sykes of the Skills Network gave a presentation to the Corporation on the theme 'Governance and the Common Inspection Framework'.

#### PART ONE - ROUTINE BUSINESS

##### 1. WELCOMES / APOLOGIES

The Chair welcomed Alice Cooper and Trevor Harvey to their first meeting of the Corporation.

Apologies were received from Lyn Anslow, Gillian Roache, Satnam Bhogal and Alan Richardson.

##### 2. DECLARATIONS OF INTEREST

Members were invited to declare any interest in business to be discussed at the meeting, following which Julia Morris reminded the meeting that she was Headteacher of Kineton High School, and Sinead Ouillon reminded the meeting of her involvement with Coventry University.

##### 3. MINUTES OF LAST MEETING

It was resolved **THAT:**

The minutes of the Corporation meeting held on 21 July 2011 be regarded as correct and signed by the Chair of the Corporation.

##### 4. MATTERS ARISING

There were no matters arising.

## **5. SEARCH COMMITTEE**

David Kent, the Chair of the Search Committee, introduced the minutes of the meeting held on 21 September 2011. He drew particular attention to the performance indicators and the importance of members attending both the Corporation and the Committee meetings. He finished by asking the Corporation to formally appoint Trevor Harvey as a new Corporation Member with immediate effect, and Alice Cooper who had been elected by the students;

It was resolved **THAT:**

The minutes of the Search Committee meeting held on 21 September 2011 be received and the actions endorsed, in particular;

- (a) Trevor Harvey be appointed as Governor of Stratford-upon-Avon College Corporation for the four year period ending 12 October 2015.
- (b) Alice Cooper be appointed as Student Governor of Stratford-upon-Avon College Corporation for the four year period ending 12 October 2015, or until she ceases to be a student of the college, whichever is the earlier.

## **6. CORPORATION SEAL**

It was resolved **THAT:**

The Corporation note that the College seal has been attached to the following documents:

- 21 July 2011, Crown Buildings Lease
- 22 August 2011, Subcontractor Collateral Warranty for Employer (steel frame structure, new construction building)
- 22 August 2011, Subcontractor Collateral Warranty for Employer (mechanical and electrical installations, new construction building)

## **7. ANY OTHER BUSINESS**

There was no other business.

## **8. DATE OF NEXT MEETING**

It was resolved **THAT:**

- (a) The Corporation meet again on Thursday, 15 December 2011 at 1.15pm.
- (b) Members inform the Clerk to the Corporation by Monday, 17 October 2011, if they feel unable to agree to the Corporation moving its July and October meeting dates to Monday, 2 July 2012 and Monday, 15 October 2012.

## **PART TWO – STRATEGIC ISSUES**

### **9. STRATEGIC PLANNING GROUP**

The Chair of the Corporation introduced the minutes of the Strategic Planning Group meeting held on 20 September 2011. He indicated that the Group had given consideration to the challenges which the College will face over the next few years and the likely slow recovery from the recession and asked the Vice Chair Tony Jefferson to briefly outline the discussion. He finished by drawing attention to the Governor Development Day at the end of January 2012 which would be built around the Inspection Framework.

It was resolved **THAT:**

The minutes of the Strategic Planning Group meeting on 20 September 2011 be received and noted.

### **10. STUDIO SCHOOL**

The Deputy Principal advised Governors that the College had submitted an expression of interest in the establishment of a Studio School on the College site. A consultant would be helping the college prepare a bid following the college's expression of interest and it was thought that the costs associated with the approval process would be £8000, which would be the maximum exposure if the bid failed, other than management time. As the process moves forward it would be the intention to bring the proposal back to the Corporation at frequent intervals for further discussion. It was believed that

there was demand in the area for such an establishment and it represented a real opportunity for the College to develop the 14 to 16 year market. The Principal reminded the meeting that the College already catered for this age range and this development was unlikely to affect the character, but it would impact on the ethos.

There then followed a lengthy discussion with Governors on such things as relations with employers, the routes to work, and the funding and size of the Studio School. Attention was then given to the standards of teaching and learning, particularly Maths and Science and the very rigorous requirements imposed by OFSTED. College Management gave assurances that these matters would be addressed as the college moved forward. Consideration was then given to the impact on accommodation and how the building/refurbishment would be funded. Further discussion ensued on employer engagement and the establishment of stakeholders groups, particularly in relation to work placements. Drawing matters to a conclusion, the Corporation recognised that they would need to be sensitive to their partners as the project moved forward.

It was resolved **THAT**:

The principle of investigating further the establishment of a Studio School take place and the matter be brought back to the next meeting of the Corporation. It was recognised that there may be a need for additional meetings to ensure that the Corporation supported the initiative at all stages.

## **11. CAPITAL EXPENDITURE**

The Principal presented a paper on Capital Expenditure, which had been drawn up in response to two invitations from the Skills Funding Agency to bid for funding. The bids had been discussed fully by the College Executive Team and the needs of the College explored in both the Staff and Learner Conferences. Both projects required a contribution to funding.

The small project of £300,000 would be used for essential maintenance, in particular re-roofing, new lighting rig for the Gordon Vallins studio, and IT together with other minor works. The larger £5.7 million project would require a college contribution of £3.8 million and would be used to purchase the Crown Building site opposite the College and establish a study centre. There was also a potential for further residential accommodation. After further discussion,

It was resolved **THAT**:

- (a) Governors endorse the recommendations made by the Executive Team and give authority for the relevant bids to be submitted and actions to be carried out by members of the Executive.
- (b) The Finance Committee be given delegated authority to progress matters if the £5.7m bid is approved.

The Chair concluded this item by thanking the College Executive for the work undertaken in a very tight timescale to ensure that the opportunity to bid had not been lost.

## **12. Principal's Update**

The Principal updated the Corporation on a wide range of matters such as international recruitment numbers, summer works, finance and the recruitment for September 2011 which was currently over target for 16 to 18 year olds. The Principal then went on to talk about success rates and the improvement on the previous year which were coming closer to the rates for 2008/9. Maths had improved and the Apprentice success rates were up by 9%. Success rates were closely monitored by the Standards and Performance Monitoring committee.

Issues arising from the update were then discussed with members of the Corporation.

Finally, the Chair thanked the Principal for his update and went on to draw attention to a meeting that he and the Principal had with the Skills Funding Agency Relationship Team Manager and outlined the key issues discussed.