

THE CORPORATION

MINUTES OF THE MEETING HELD ON WEDNESDAY 8 DECEMBER 2010

Present:

Mr F Ahmed		Business member	Not Present
Ms S Ali		Independent Member	Present
Ms M-A Chong		Independent Member	Apologies
Ms K L Clifford		Principal	Apologies
Ms A Dixon		Teaching staff member	Present
Ms B Graham	(Vice Chair)	Co-opted member	Present
Mr T Grainger		Independent member	Present
Ms C Hau		Student member	Present
Mr J Hedges	(Chair)	Co-opted member	Present
Mr N A Hudson		Co-opted member	Present
Mr D Johnston		Independent member	Present
Mr O Adetola		Student Member	Present
Ms S Medd		Support staff member	Present
Mr H Nur		Parent Member	Apologies
Vacancy		Independent member	

Clerk to the Corporation:

Mr C Bond

Also Present:

Mr D Ball	Vice Principal: Corporate Affairs	Present
Mr P Ramella	Vice Principal: Curriculum & 14-19	Present
Mr J Kenyon	Interim Vice Principal	Present
Mr L Strover	Associate Vice Principal	Present
Mr R Smith	Clerk to the Corporation Designate	Present

Minute MC/71/10

Declarations of Interest

There were no Declarations of Interest

Minute MC/72/10

Apologies for Absence

Apologies were received from Mr Hussein Nur who was unwell, from My-Anh Chong who had been taken to hospital and from Kim Clifford who was on leave. Farid Ahmed did not attend the meeting but did not send apologies.

Minute MC/73/10

Membership of the Corporation

On the recommendation of the Search and Governance Committee, the Corporation appointed James Hedges for a second four year term commencing on 13 December 2010 and ending on 12 December 2014.

Minute MC/74/10

Membership of Committees

The PF&GP Committee had requested that the Corporation appoint another member to the committee. The Corporation decided to defer an appointment until after the vacancy for a member of the Corporation had been filled.

Minute MC/75/10

Unconfirmed Minutes of the Meeting of the Corporation held on 20 October 2010

The minutes were agreed as an accurate record of the meeting

Minute MC/76/10

Unconfirmed Minutes of the Meeting of the Special Meeting of Corporation held on 3 November 2010

The minutes were agreed as an accurate record of the meeting

Minute MC/77/10

Matters Arising from the Minutes of the meetings of the Corporation held on 20 October 2010 and 3 November 2010

There were no matters arising from the minutes of the meetings

Minute MC/78/10

Unconfirmed Minutes of the Personnel Finance and General Purpose Committee held on Tuesday 24 November 2010

The minutes were received by the Corporation

Minute MC/79/10

Unconfirmed Minutes of the Audit Committee Held on 17 November 2010

The minutes were received by the Corporation

The Corporation

- a) Received the post audit management letter for the financial statements audit
- b) Received the post audit management letter for the regularity audit
- c) Received the internal audit service annual report
- d) Approved the internal audit plan 2010-11
- e) Noted the key risks as set out in the risk management report

Minute MC/80/10

Report and Financial Statements

The Corporation noted that the documents had been considered by the PF&GP Committee and the Audit Committee. The Corporation approved the report and statements.

Minute MC/81/10

Annual Report from the Audit Committee to the Corporation and the Principal for the Financial Year 1 August 2009-31 July 2010

The Corporation received the report

Minute MC/82/10

Report on Risk Management from the Audit Committee to the Corporation for the year 2009-10

The Corporation received the report

Minute MC/83/10

Unconfirmed Minutes of the Quality and Performance Monitoring Committee Held on Tuesday 30 November 2010

The Corporation noted that the Committee had been unable to meet on the scheduled date due to adverse weather conditions. The meeting had been held at 5.00pm immediately preceding the Corporation meeting. As a result the minutes were not yet available to be received by the Corporation

Minute MC/84/10

Interim Management Structure

Paolo Ramella, Vice Principal Curriculum and Principal designate presented his proposals for an Interim Management structure to cover the period until a Vice Principal Curriculum could be appointed to replace him. Members noted that

- John Kenyon had been appointed to serve in as Interim Vice Principal.
- The Human Resources was to be line managed directly by the Principal and a new HR manager was to be appointed before the end of term. Dr Tina Street, Associate Vice Principal was no longer to have responsibility for HR Management
- An Interim Director of Student Services was to be appointed

Minute MC/85/10

Appointment of Vice Principal Curriculum

The Corporation agreed to advertise the post nationally and appointed a selection panel to

The panel members appointed were:

- Paolo Ramella
- James Hedges
- David Johnston
- Shomsia Ali

Beverley Graham was appointed reserve in case of the indisposition of any of the other members.

It was also agreed that, at its option, the Panel should seek any external professional advice required to assist it in making its recommendation to the Corporation.

Minute MC/86/10

Relationship with Rush Croft School

Pat Cutler the Head of Rush Croft School had addressed the last Corporation meeting and put to members the proposal that the College become a trust partner of Rush Croft School. Members had considered the proposal at the meeting and had not been in favour of it. The Corporation had decided that they did not wish to make a formal proposal until the new Principal had been appointed and been given the opportunity to take a view. This had been conveyed to Ms Cutler. Paolo Ramella asked the Corporation to note that he did not become the Principal until 1 January 2011. He proposed that the issue should be considered again at the next meeting of the Corporation.

Minute MC/87/10

Vice Principal Corporate Services Report David Ball presented the report

The Corporation approved

- The pay rise for teaching staff of up to and including 0.75% as agreed nationally
- That any pay rise above 0.75% should be brought to the Corporation for approval
- The college managements intention to remain within the nationally agreed terms and conditions of Sixth Form Colleges Forum

Minute MC/88/10

Any Other Business

There was no other business

Minute MC/89/10

Future Items

No future items were requested

Minute MC/90/10

Retirement of Noel Hudson

The Chair noted that this was to be the last meeting of Noel Hudson whose term of office ends on 28 February 2011. The Chair noted his lengthy service and thanked him for all of the time he had given to the Corporation and the great commitment that he had shown.

Minute MC/91/10

Retirement of the Clerk

The Chair also noted that this was to be the last meeting of Charles Bond, Clerk to the Corporation. He thanked Mr Bond for the service that he had given to the Corporation. Mr Bond said that he wished to be placed on record his gratitude and appreciation for the support that he had received from members and his great admiration for their commitment to the college and the community. He wished his successor Robert Smith every success during his time as Clerk.

Minute MC/92/10

Date and Time of Next Meeting

Members noted that the next meeting of the Corporation is scheduled to take place on Wednesday 30 March 2010 at 7.00pm.