



## **MINUTES OF TRC SPECIAL CORPORATION MEETING –**

**MONDAY 25<sup>TH</sup> FEBRUARY 2013 AT 6.30PM**

### **PRESENT:**

Mr J C Wainwright (JCW)(Acting Chair); Miss V Allen (VA); Cllr C Barron (CB); Dr R J G Bloomer (RJGB); Mr M Chaudhary (MC); Ms J Collier (JC); Mr D Fitzgerald (DF); Mrs R Hill (RH); Mrs J Powell (JP); Mrs A Todd (AT); Dr P R Williams (RW)

### **In Attendance:**

Mr M Patterson (MP) VP Finance & Resources  
Mr T Dowling (TD) VP Teaching & Learning  
Mr N Candy (NC) Acting Clerk to TRC Corporation

JCW welcomed MC to his first Corporation meeting following his nomination as a Foundation Governor.

Action By When

### **1 Apologies for absence:**

Mr J F B Clark (JFBC); Dr M A Khan (AK); Mr Z Nazir (ZN); Mr D Suter (DS)

(Meeting quorate)

### **2 Minutes dated 10<sup>th</sup> December 2012**

The minutes of the meeting held on 10<sup>th</sup> December 2012 were signed with one amendment as follows:

P7 para 7.2 Delete ‘... the majority of governors present ....’

Insert ‘... all of the governors present with one abstention voted ...’

### **3 Acting Chair’s activities since 10<sup>th</sup> December 2012**

JCW referred to the paper distributed prior to the meeting. He highlighted specific aspects of the paper including:

- he thanked all governors for their support during a difficult time and for keeping their counsel
- all 3 colleges continue to communicate positively with each other; he referred specifically to a forthcoming marketing initiative involving all 3 colleges
- Other than a brief notice of the resignation of the previous Chair there had been no other communication to staff. The previous Chair had wished to send a note to all staff, JCW had agreed in principle for a paragraph to be included in a possible notice from the Acting Chair to

staff and he was waiting for a response.

RW commented that the minutes of the 10<sup>th</sup> December 2012 Corporation meeting once approved will be placed on the college website for the staff to view; he suggested that they could be sent out to staff prior to that happening. RW/NC Immediate

JCW commented on various meetings he had attended both internally with the Principal and externally with the EFA. RW updated members on a meeting he had held with the Ofsted Improvement HMI on 7<sup>th</sup> February 2013. He was asked to forward a copy of the follow up letter he had received to DF. RW Immediate

JCW then opened up the discussion and invited all members present to express any views they might have. A number of issues to be addressed were raised including:

- the need to challenge the SMT in a positive and constructive way
- the need to be more stringent and open
- the need for more effective communication between governors and SMT
- the need to put students first and to constantly challenge the quality of teaching and learning
- March results critical in assessing progress
- all staff continue to work together in a positive manner
- the need for improved links between Chair of the Q&S Committee and the SMT DF/ TD Immediate
- more robust action to be taken with regard to under performing teachers
- message appears to be getting through to all staff about the need for further progress and the nature of their accountability for results
- the need of more SMT input to governors, mainly through the Q&S Committee.

JCW thanked members for their contribution and stressed the importance of looking forward.

*Post meeting note: Action on above issues* JCW Next Corp meeting

#### **4 Election of TRC Corporation Chair**

*(VA left the meeting during this item)*

JCW updated members on his intentions as far as his personal circumstances were concerned. He had previously informed the Corporation of his intention to leave at the end of this academic year. The issue of succession is important and needs addressing and therefore had decided to stand down as Acting Chair and Vice Chair with

immediate effect; he would however remain as a governor until the end of the 2012 / 13 academic year.

If they could not find a Chair and Vice Chair from current governors then they should establish a plan for the recruitment of a Chair and Vice Chair with realistic timescales and responsibilities and deliverable by the governors.

He invited members to discuss the situation in his absence and duly left the meeting.

NC then led a discussion around the way forward as far as the position of Corporation Chair was concerned. He had received three nominations for consideration; unfortunately all the nominees had indicated their inability to fill the post due to other commitments.

No other eligible governors were able to take on the role of Chair. RW suggested that external advertising and recruitment for the position of Chair should be investigated; NC was asked to undertake that activity accordingly.

NC Immediate

## **5 Election of TRC Corporation Vice Chair**

*(RH left the meeting during this item)*

After some discussion, and prior to JCW's return to the meeting, JC indicated her willingness to be accepted as a nominee for the position of Vice Chair. She categorically stated however that at present due to other commitments she does not wish to be considered for chair. She was formally proposed by DF and seconded by CB; members unanimously approved her nomination and thanked her for her willingness to fill the post.

After considerable discussion it was agreed that JCW should be asked to continue as Acting Chair until the end of 2012 / 13 academic year [July 17<sup>th</sup> 2013]. It was recognised that a definitive date was important to him and that he would not expect to Chair any of the committees.

The discussion then broadened into other aspects of Corporation Committee issues. RJGB offered to join the Governance Committee [and indeed chair it]; his offer was accepted by members. It was also agreed that the Search Group should become an integral part of the Governance Committee.

No immediate solutions were identified for the Chair positions of the Foundation Fund and Resources Committees and will be progressed when they meet.

This proposal was put to JCW upon his return to the meeting and he duly agreed to it. He stressed the need to progress the appointment of Chair with a great deal of expediency; the situation must not be allowed to

drift. Members thanked him for agreeing to continue in the role of Acting Chair.

RJGB suggested that a sub group comprising Corporation Chair and Vice Chair and Committee Chairs should meet once or twice a term to discuss appropriate issues. The suggestion was accepted by all members present.

JCW Post Corp meeting

**6 Corporation Membership Issues:**

**6.1 Composition of Corporation Committees**

No other issues about committee membership were raised.

**7 Any other business**

None raised

**8 Date of next meeting**

Monday 18<sup>th</sup> March 2013 (6.30pm)

All

Signed **J C Wainwright**

Date **18<sup>th</sup> March 2013**

**ACTIONS – Special Corporation meeting – Monday 25<sup>th</sup> February 2013 [6.30pm]**

<b>Minute</b>	<b>Action to be taken</b>	<b>By Whom</b>	<b>By When</b>
3	Note to staff re Corp mins dated 10 <sup>th</sup> Dec 12 Letter from Ofsted Improvement Inspector to DF Improved links between Chair Q&S Cttee & SMT Actions on list of issues detailed in minute	RW / NC RW DF / TD JCW	Immediate Immediate Immediate Next Corp mtg
4	Investigate external recruitment of Chair	NC	Immediate
5	Form sub group of Corp Chair & Vice Chair, and Cttee Chairs	JCW	Immediate