



MINUTES OF THE TRC FULL CORPORATION MEETING

MONDAY 2 NOVEMBER 2015

PRESENT

Mr P Jagger MBE (Chair); Ms M Allen; Mr J Ellis; Mr R Gray; Mr T Grice; Mr S Kirk; Ms A Todd; Mr A Wilding; Dr P R Williams;

In Attendance:

Mrs E Pickering, Acting Clerk; Mr M Patterson, Vice Principal Finance & Resources; Mr T Dowling, Vice Principal Teaching & Learning

APOLOGIES

15.018 Apologies were received from Mr M Chaudhary; Ms J Collier (Vice Chair); Miss S Sibanda;

DECLARATIONS OF INTEREST

15.019 Members were reminded of the need to declare any interests and Mr P Jagger MBE declared an interest in item 5 of the agenda and it was agreed that he would leave the meeting when this was being discussed. The members were reminded that they could reserve the right to declare an interest at any stage of the meeting.

MINUTES

15.020 The Minutes of the Meeting (Part I) held on 21 September 2015 were agreed as a true and accurate record and were signed by Chair.

MATTERS ARISING

15.021 The Corporation received a list of actions arising from the previous meetings. It was noted that items were either complete or ongoing.

CHAIR'S APPOINTMENT AT BARNESLEY COLLEGE (This item was chaired by J Ellis)

15.022 The members discussed the recent appointment of Mr P Jagger MBE to the post of Vice Chair of the Barnsley College Corporation. He explained how the appointment had come about after he had been approached during the summer and felt that he had time to devote to both Corporations as he is no longer Vice Chancellor of Bradford University. He also believed that would not be a conflict of interest in holding both Corporation posts and would declare any conflicts of interest as appropriate. (Paul Jagger left the meeting at this point)

- 15.023 The members discussed this matter at length. Issues were raised over any potential conflict of interest especially in view of the Area-Based Review. It was agreed that Paul Jagger brings considerable expertise in a range of local issues to TRC. Members discussed how OFSTED Inspectors would look upon the Chair being a Vice Chair at another local college and it was agreed that so long as governance can be shown to be effective then there should be no problem. The main concern raised was around the timing of the decision and whether the Corporation should have been informed earlier in the academic year.
- 15.024 The members agreed that Paul Jagger should remain as Chair at TRC whilst also serving as Vice Chair of Barnsley College. It was also agreed that the situation will be kept under review in light of the progress of the Area Based Review. Paul Jagger re-joined the meeting at this point.

MANAGEMENT ACCOUNTS

- 15.025 The September 2015 management accounts were considered by the Corporation. There were no major issues to report. The College has enrolled 52 more students than originally budgeted for. As was the case last year this will incur additional costs in the current financial year that will be offset by additional income next year. Planned maintenance costs are over budget due to the replacement of the bulbs in the emergency lighting. The projected surplus for the year is approx. £12,000.
- The Management Accounts for September 2015 were approved.**
- 15.026 Tony Grice and Maurice Patterson had met, as requested by the Corporation, to discuss the layout of the management accounts. They felt that the layout was acceptable and meets the needs of the College. One item in the commentary section has been removed which gave a breakdown of miscellaneous expenses. They also have considered whether a summary sheet giving 'headline' information should be provided for future Corporation meetings. It was agreed to trial this for the next meeting before a final decision is made.

SHEFFIELD CITY REGION AREA BASED REVIEW

J Ellis left at the end of this item

- 15.027 The Principal presented a paper which gave information about the recent ARB site visit. Although official feedback was not given the impression gained was that the ABR team were satisfied with the student outcomes and quality arrangements. Their main concern was the proportion of the College budget that is spent on staffing (currently near to 80%), the second highest in the sector according to their figures. This figure is affected by the fact that TRC does not contract out any of its support services and does not receive formula protection funding. When these factors are taken into account the percentage drops to 69.5% which is in line with other Sixth Form Colleges. A focus as with all ABR visits was on the College's ability or otherwise to withstand a 10% budget cut.
- 15.028 The recommendations of the ABR will be presented to the Steering Group before the end of 2015 and the Corporation will have to make a decision on whether to accept the proposals at a Steering Group meeting on 2 February 2016. In making this decision the Corporation will also have to be aware of the outcomes of the Government Spending Review which is due in late November 2015.
- 15.029 The Corporation had a lengthy discussion on this matter. They expressed concern about the effect that any enforced change would have on the student experience at TRC. They considered the potential options available to TRC and agreed that the Corporation should aim to preserve independence by keeping costs under control. If the extent of cuts makes this impossible without damaging the student experience, then any structural change such as a federation or merger must preserve the quality and ethos of education and the current student experience on the TRC site.

15.030 **OUTCOMES –**

- **The Corporation noted the paper and agreed that it will be discussed again at the next meeting on 14 December 2015.**
- **They asked for confirmation, for TRC, of the figure referred to by the FE Commissioner of staffing hours per taught hour.**
- **The ABR will also form the basis of the agenda for the Corporation ‘away day’ which will take place in late January 2016.**
- **The Corporation noted that the College staff will be updated on the ABR at a staff meeting on 6 November 2015.**

15.031 The meeting was informed that enrolments at the College were higher than expected with 52 additional students being enrolled over the expected target. Staff were thanked for their work on achieving this.

TRC DEVELOPMENT PLAN – UPDATE

15.032 The Principal presented the update to the College Development Plan which has been in operation and updated since May 2013. The Plan was due for a full review at this meeting but in light of the ABR and spending review this will be deferred until early 2016. The plan has instead been updated and the main additions refer to safeguarding, Prevent agenda and the inclusion of fundamental British values. The members noted these changes and agreed that the final section of the plan which relates to the independence of the college and strategic options will form part of the agenda of the ‘away day’ in January 2016.

CORPORATION MEMBERSHIP

15.033 The Clerk presented an analysis of attendance and Corporation and committee meetings during the 2014/15 academic year. A target for attendance had been set at 80% for the year and the actual figure was 76%. The Chairman emphasised the need for regular attendance in the current year now that the Corporation no longer has committees other than audit and remuneration and all business is carried out at full Corporation meetings.

Agreed – that the attendance target will remain at 80% for the current academic year.

15.034 The Clerk gave an update on the vacancies currently on the Corporation. The main area of concern is the difficulty in finding Parent governors. The present Articles of Association only allow for parents to be nominated for and elected to the role. The members discussed the recommendation of the Clerk that the Articles should be amended to allow for parent governors to be appointed.

Agreed – that the Clerk should provide a proposed amended wording for the Articles for the next meeting.

AWAY DAY PLANNING

15.035 It was agreed that the Corporation 'away day' will take place during the last week of January 2016. The Clerk was asked to contact all members to check availability and confirm the actual date as soon as possible

DATE AND TIME OF NEXT MEETING

15.036 The next meeting will be held on Monday 14 December 2015 at 5.30 pm.

Signed _____ P. Jagger _____

Date _____ 14.12.15 _____