
Minutes of the meeting of the Corporation held on 10 June 2019, in Room O17, Orient House.

PRESENT: Joga Kabra (Chair); Gill Burbridge (Principal); Hannah Eaton; Taiyyabah Ijaz; David Martindale and Mirna Peach.

In Attendance:) Mike Gallagher (VP, Teaching & Learning); Chris Price (VP, Wider Student Experience); Alan Leak (Director of Finance).

Clerk to the Corporation: Michael Wood

DECLARATION OF INTERESTS

No Governor declared an interest.

APOLOGIES FOR ABSENCE

Apologies for absence were **received** in respect of Elizabeth Crump; Helen Davenport; Alex Jackson; Emily Martin and Christine Quigley.

MINUTES

60.18 The Minutes of the meeting held on 18 March 2019 were **approved**, subject to Minute 56.18 being amended to read: "St Charles College".

MATTERS ARISING & ACTION LOG

61.18 The Action Log was **noted**.

Minute 47.18 refers: the Principal **reported** that the current pilot Governor Link Scheme would be reviewed and discussed at the next meeting;

Minute 55.18 refers: it was **noted** that the national pay award in respect of both teaching and support staff had now been finalised, which was lower than the 2% assumed in the budget.

CHAIR'S REPORT

62.18 The Chair commented on the Governance presentation that the Board had received earlier in the Development Day, stating that he intended to be in contact with individual Governors by way of formative follow up. It was **noted** that a self-reflection questionnaire would be circulated to all Governors, with feedback being considered at the next meeting of the Board.

63.18 With regard to the draft Terms of Reference of the Quality & Standards Committee which had been circulated to Governors for comment, the Chair proposed that it would be helpful to identify some specific areas for focus (eg Science results) for the Committee's initial focus. Those Governors who wished to serve on the Committee should contact the Clerk in the first instance.

TEACHING STAFF GOVERNOR

64.18 In accordance with established practice, members of the teaching staff had been invited to submit nominations in respect of the Teaching Staff Governor position on the Board. The

current incumbent had indicated her willingness to serve on the Board for a further three years. There being no other nominations, the Board **approved** the re-appointment of Taiyyabah Ijaz for a further three year term of office to 31 March 2022.

PRINCIPAL'S REPORT & PRESENTATION

65.18 The Principal **reported** on a number of key matters, the following points being highlighted:

- it had been difficult to commit all of the special Maths Centre funding in the current year, due to the late receipt of funds;
- students had been able to participate in a lot of opportunities as part of the Borough's Year of Culture programme;
- the College's own culture programme was being extended, with one flagship event per term (Governors viewed the introduction to the Radical Thinking video);
- the College had been invited to take part in a knife crime summit on 4 July;
- more resources were needed to continue to support the current student enrichment programme.

FINANCIAL REPORT

66.18 The Director of Finance introduced discussion of this item, the following key points being **noted**:

- i) that due to a lower than forecast pay award and some departmental reductions, the forecast deficit on the year had been reduced to c£9k, which it was hoped could be eradicated with careful management;
- ii) that the projected deficit for 2019/20 was still estimated at c£100k;
- iii) that employer pension contributions were set to rise from 16 to 23%;
- iv) that a full curriculum plan was being worked up for consideration at the next Board meeting;
- v) that the Financial Plan, 2019/20 would be considered at the next meeting. Without any significant change in sector funding, it was likely that there would need to be further budget reductions.

PARTNERSHIP UPDATE

67.18 The Vice-Principal (Teaching & Learning) presented a report on Partnership activity since the date of the last meeting, it being **noted** that a Summer Conference would be held at LSC on 28 June and that the Governors' Group was gaining traction (Governors to be advised of future meeting dates once available).

COLLEGE EVENTS

68.18 Information on forthcoming College events, to which all Governors were invited, would be circulated following the meeting.

ANY OTHER BUSINESS

- 69.18** The Chair proposed that a simple pro-forma be designed to capture Governors' feedback at the end of each Board meeting, to be trialled at the June meeting.
- 70.18** There being no further business, the meeting closed at 4.00pm, the date of the next meeting being confirmed as **Monday 17 June 2019**.