

# Minutes - approved



<b>Meeting</b>	Corporation (Special)
<b>Date</b>	26 March 2018
<b>Time</b>	5:00pm
<b>Venue</b>	W.209, Haybridge Rd

Corporation members present	In attendance	Apologies
Rosie Beswick Gail Bleasby (Vice Chair) Anna Brennand Graham Guest (Principal) Paul Hinkins (Chair) Geoff Layer Mike Murphy (Staff governor) Neil Phillips Duncan Varnes	Katherine Kynaston, TWC representative Alan Lewis, Relocation Project Manager Sue Marston, TWC representative Stephanie Morley, Clerk to the Corporation Michael Nicol, ESFA representative Liz Pellowe, Director of Quality & Professional Development Carol Smith, Director of Employer Engagement & Apprenticeships Janet Stephens, Deputy Principal	Kerry Boffey Steve Hogan Roger Powell, Interim Vice Principal Jim Welch (Staff governor)

No.	Item	Action
<b>CORPORATION BUSINESS</b>		
<b>1.</b>	<b>Welcome, introductions and apologies</b>	
	The Chair welcomed everyone to the Special meeting of the Corporation, which had been called to discuss the proposals for the college's Curriculum Plan.  Apologies had been received from K.Boffey, S.Hogan, R.Powell and J.Welch.	<i>Clerk to update register</i>
<b>2.</b>	<b>Declarations of interest</b>	
	No declarations had been received in advance and none were made during the meeting.	<i>Clerk to update register</i>
<b>3.</b>	<b>Confidential matters</b>	
	It was agreed the remainder of the meeting would be considered in Confidential session due to the sensitivity of the matters being discussed. It was noted the plans were being presented to staff on 29 March 2018 and would be common knowledge from that date.	<i>Clerk to update register</i>
<b>4.</b>	<b>Curriculum planning – hard copy of presentation circulated</b>	
	G.Guest began the item by thanking Corporation members for attending the meeting and explained they would be receiving a presentation on the Curriculum Plan proposals and the accompanying plan for the college's estate. He explained the college's Restructuring Fund (RF) application had been approved in the absence of a detailed Curriculum Plan; therefore it was critical for this now to be finalised and put in place.  G.Guest reminded Corporation members of the vision they had approved last year, which was contained within the RF application, and explained this had been used for the basis of the plan. Labour market information, feedback gained from working with employers through the skills huddles and consultation with staff, students and schools had also been used to inform the development of the plan.  The plan represented a fundamental change to the current way the college was	

structured and operated; therefore there would be a need for further restructuring and redundancy following the finalisation of the plan.

Corporation members asked if there would be any further redundancy and whether that would be factored into the budget for 2018/19. G.Guest confirmed the budget presented to the Corporation would reflect this. J.Stephens explained the intention was to minimise the restructuring and it was planned for there only to be one further smaller scale round of restructuring in order to stabilise the college and focus on delivery.

Key area affected - Foundation learning

G.Guest explained the college had around 240 students with learning difficulties in Foundation provision. Currently the curriculum offered no progression routes into independent living, employment or training and in some cases the students had remained with the college for more than 10 years with little change or progression. The proposal was to fundamentally review this and introduce proper progression routes.

The Corporation asked what students would receive at the end of their studies and how this provision was funded. G.Guest stated this would be specific to each individual, which it currently was not. He advised the funding was being reviewed and the plan did not suggest any changes to income, just using it in a different way.

S.Marston welcomed these changes. She explained this provision was challenging due to the lack of long-term planning for the individuals and their families, who were working on a year-by-year basis.

Key area affected – Construction

G.Guest explained this was currently a small department with apprenticeships being offered externally. For construction the main progression route was apprenticeships and the plan was to introduce new occupational routes and extend current provision.

Key area affected – King St/Sixth Form provision

G.Guest explained the provision was being relocated in totality and would be based within the Walker Building. At present, provision consisted of a mixture of A Levels and BTECs, which could be combined, that had proven challenging for progression into HE due to the different learning styles required. The plan proposed a focus on A Levels, reduction of BTECs and reduced combination of the two.

Corporation members asked if this change was being made as a result of feedback from students. G.Guest explained the change was due to experience at other colleges. G.Layer supported the proposal - the two different learning/assessment styles did not complement one another and therefore studying both could be detrimental. This was acknowledged and Corporation members stressed the importance of helping the Sixth Form to feel part of the wider college.

Corporation members were then invited to look at the career map displays, which had been introduced by R.Powell as a means of clearly outlining entry and progression routes for careers.

Augmented and virtual reality (AR/VR)

J.Stephens informed the Corporation AR/VR equipment had been purchased and was being introduced as a learning resource across the college. The primary suite would be in the Walker Building; however the Reception and curriculum areas would have their own VR link. The college would also be developing its own bespoke software, which provided both educational and financial benefits, as well as commercial opportunities.

Estates

	<p>Corporation members were invited to view the display of the plans for reconfiguring the college's estate. A.Lewis discussed the plans in detail and explained the priority would be placed on the parts of the estate primarily for students. In order to meet the September 2018 deadline, some of the works were commencing soon (for example the refurbishment of B-Block starting over Easter) and temporary accommodation changes would be made to help this happen.</p> <p><u>Kickstart</u></p> <ul style="list-style-type: none"> <li>- An external review of provision had been carried out by Paul Butler, who had previously worked with the Corporation</li> <li>- There was a lack of 14-16 strategy for the Borough; a TWC conference on 14-16y provision was being held on 20 April 2018</li> <li>- Following the outcomes from these, the Corporation would need to consider how Kickstart was part of the college's strategic plans and inform the local authority of their decisions by July 2018</li> </ul> <p><u>Key challenges</u></p> <ul style="list-style-type: none"> <li>- Achieving the AEB budget</li> <li>- Staff morale (winning hearts and minds)</li> <li>- Logistical planning</li> <li>- Alignment of employment terms and conditions</li> </ul> <p>QUESTIONS AND COMMENTS</p> <p>The following observations were made from the local authority's perspective:</p> <ul style="list-style-type: none"> <li>- At the earliest opportunity work would need to start with Foundation learners to identify how their provision would change</li> <li>- Once plans have been confirmed, changes would need to be communicated so the IAG team had the correct information to share with schools/students</li> </ul> <p>The Corporation asked how student numbers would be guaranteed for September if the plans were not finalised until April. G.Guest explained the main changes were internal and would not affect current applications but would provide better information about career progression. He noted the increased student applications for 2018/19 and stressed the need to keep them 'warm'. The challenge was the progression of existing students, which historically the college had not been good at. There was also another open evening in June, which was an additional opportunity to recruit students.</p> <p>The Chair thanked the ELT members for what was a considerable amount of work, both in terms of quantity and detail, and noted the exciting times ahead for the college.</p> <p>It was noted the presentation and background information would be circulated by email.</p>	<p><i>Clerk to circulate</i></p>
<b>FINAL BUSINESS</b>		
<b>5.</b>	<b>Any other business</b>	
5.1	<p><u>Governor resignation</u></p> <p>The Chair informed the Corporation of the recent resignation of D.Varnes and that this would be his last meeting. On behalf of the Corporation, the Chair expressed his gratitude for all Duncan had done for the college and wished him well for the future.</p> <p>There was no further business and the meeting ended at 6:30pm.</p>	