

Minutes – APPROVED



Meeting	Corporation (Confidential session) – minutes subsequently released
Date	04 June 2018
Time	5:00pm
Venue	E2.01 Haybridge campus

Corporation members present	In attendance
Kerry Boffey Anna Brennand Rosie Beswick Graham Guest (Principal) Paul Hinkins (Chair) Steve Hogan Geoff Layer Neil Phillips	Stephanie Morley, Clerk to the Corporation Michael Nicol, ESFA representative Roger Powell, Interim Vice Principal Janet Stephens, Deputy Principal

No.	Item	Action
CONFIDENTIAL SESSION		
14.	Minutes of the confidential session of the last meeting	
	The minutes of the Corporation’s Confidential session during the meeting held on 14 May 2018 were APPROVED as a true record.	<i>Clerk to file</i>
15.	Telford College Transformation Programme	
	<p>J.Stephens presented the staffing restructure proposal to the Corporation. She explained how the proposal was in line with the CFADs target and was the result of comprehensive curriculum planning; staffing utilisation reviews; and preparation for moving onto a single site from September 2018.</p> <p>The proposal for the reduction of 15.67FTE posts would reduce the college’s annual pay budget by circa £700k in 2018/19 and the Corporation was referred to the detailed breakdown attached to the proposal. If approved, the proposals would be discussed with unions the following day and released to staff on 06 June 2018.</p> <p>She explained the proposal was part of the action being taken to move towards a 65% income-staffing cost ratio and better financial health. The proposed restructuring involved redundancies across a number of areas of the college and the majority of the posts affected were teaching/assessor posts. Redeployment would be sought where possible and voluntary redundancy would also be offered to those at risk.</p> <p>Due to the number of posts affected a 30-day consultation period would apply, with effect from 06 June 2018. After this date, should it be necessary to proceed with compulsory redundancy, affected employees would be informed in writing and would have the opportunity for representation and appeal. Consultation would continue until the date of dismissal. Redundancy payments would be calculated in line with the relevant Haybridge or King St policy.</p>	

	<p>CORPORATION QUESTIONS/COMMENTS</p> <p>The Corporation asked if there were continuing students who would be disadvantaged by the proposal. G.Guest explained all students will be able to finish Year 2 and prospective students/applicants would be contacted to explain the changes and discuss alternative courses.</p> <p>The Corporation asked how the proposed English and maths-related redundancies related to the recent Ofsted monitoring visit. G.Guest explained the English and maths teaching staff were heavily under-utilised (75% and 50% respectively), which was unsustainable. No impact on provision was anticipated and the reduction would help to provide an equitable workload across the staff.</p> <p>The Corporation asked how English and maths was supported through apprenticeships. J.Stephens explained this was provided through the Functional Skills team, which was not covered by this restructuring proposal, and that sharing best practice between the teams was encouraged.</p> <p>The Corporation noted the importance of differentiation between new and existing students from a consumer perspective.</p> <p>The Corporation asked if the redundancy costs had been factored into the cash flow. J.Stephens confirmed it had and was split across two rounds. It was therefore noted a further round may be required during the following year.</p> <p>The Corporation thanked J.Stephens for the report and acknowledged the need to make these savings in order to achieve the agreed target within CFADs.</p> <p>The Corporation APPROVED the staffing restructuring proposal.</p>	
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The meeting closed at 6:35pm