

**Minutes of the Meeting of the Corporation  
held on Friday 22 May 2015 at 8.00am  
at Matthew Boulton Campus**

**Present:**

Steve Hollis (Chair)  
Jenni Ord (JO)  
Anthony McCourt (AMC)  
Andrew Madden (AM)  
Kathryn James (KJ)  
Andrew Cleaves (Principal)  
Gala Albas (Student Governor) (GA)  
Philip Cornish (Student Governor) (PC)  
Taher Hussain (Support Staff Governor) (TH)  
Dagen Thompson (Academic Staff Governor) (DT)

**In Attendance:**

Louise Jones - (LJ)  
Mukesh Kumar – (MK)  
Julie Nugent - (JN)  
Adrian Morris –(AM)  
Anthony Gribben-Lisle- (AGL)  
Liam Nevin – (LN)

**Apologies:**

Veronica Docherty (VD)

**Declarations of Interest**

There were no declarations of interest other than those set out in the register of interests.

**Item 1 – Open and Confidential Minutes of Meeting held on 26 March 2015**

The minutes were approved as a true and accurate record of the meeting.

**Matters Arising and Action Log**

There were no comments in respect of the Action Log and no matters arising.

In the interests of expediency the Board considered agenda items other than in the order specified in the agenda.

**Item 2 (i) – Recovery Plan**

This item is recorded in a confidential minute

**Item 2(ii) – Board Governance**

LN introduced this item and advised the Board on the improvements in Board governance that had been implemented since the Board residential in October 2014. The report also benchmarked the College against the recently revised FE Code of Good Governance and demonstrated that whilst the extent of compliance was much improved compared to 2014, there was more work to do to ensure full compliance with the Code. The action plan to address the outstanding matters was noted and endorsed.

It was requested that further consideration be given to inviting guest speakers to address the Board as part of its development needs, this could include representatives of other governing bodies, or officers from the AoC.

Accordingly it was

**RESOLVED**

- That the report be noted and that the contents be reflected in the Recovery Plan.

**Item 2 (iii) – Minutes of the Recovery Plan Working Group**

The minutes were noted

**Item 3 – Income Strategy**

This item is recorded in a confidential minute

**Item 4 – Management Accounts**

This item is recorded in a confidential minute

**Item 5 – Update on Partnership Arrangements for SFA/EFA Delivery**

This item is recorded in a confidential minute

**Item 6 – Risk Management Update**

LJ introduced this item and advised that the format of the update responded to a request from the Audit Committee that the report identified any movement in risk since the previous Audit Committee meeting. It was emphasised that the report was intended as a summary update and a more detailed assessment would be presented to the forthcoming Audit Committee meeting.

Accordingly it was

**RESOLVED**

- That the report be noted

**Item 7 – Performance Report**

JN summarised the report and advised the Board that the particular concerns demonstrated by the data were in relation to attendance, efficiency indicators and funding, also drawing attention to the planned mitigations in respect of these issues.

Accordingly it was

**RESOLVED**

- That the Corporation note the current position against targets and the actions that had been taken to address underperformance and mitigate future risk.

**Item 8 – Governor Terms of Office and Skills Audit**

The Chair introduced this item and advised the Board that the recently conducted skills audit demonstrated that the existing cohort of independent governors possessed all of the necessary skills and experience with the exception of "safety," although it was noted that the Principal had experience in this area. The Chairman further advised that the terms of office of some independent governors would shortly be coming to an end and in light of the substantial challenges that the College was addressing, there was a good case for continuity through the extension of existing terms of office. The Chairman would be speaking in due course to the relevant Board members whose position was not subject to the resolution below.

Accordingly it was

**RESOLVED**

- **That the presentation be noted and that the income strategy focus of the College be directed to those matters set out in the preamble to this minute.**

**Item 4 – Management Accounts**

LJ introduced this item and advised that income generation had been reassessed at the lower of the previous forecasts and therefore the forecast deficit was approximately £7.9 million excluding exceptional items. Of particular note was:

- There were concerns around income generation for adult skills, adult apprentices, and 16-18 apprentices.
- A 248k overspend on capital projects.
- Bank covenants with Lloyds and Barclays had been breached based on current ratios

Accordingly it was

**RESOLVED**

- **That the report be noted**

**Item 5 – Update on Partnership Arrangements for SFA/EFA Delivery**

MK introduced this item and explained the expected outturn and the likely “carry forward” requirements for ongoing provision. The Chairman noted the very significant shortfall against the initial targets. The Principal advised that the longer term objective was to reduce sub-contracting to those situations only where there was a good strategic reason to do so. At present the College was sub-contracting in areas that represented its core business and often provision has been poor. There is an ongoing need for partnerships, especially in light of protecting funding allocations and procuring non-core provision, but this should be steadily reduced over time.

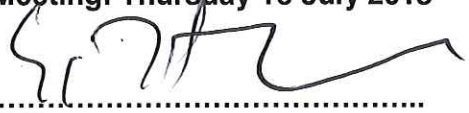
AmC emphasised the importance of the College considering the payment arrangements with sub-contractors so that the cash flow position of the College was as beneficial as realistically possible.

Accordingly it was

**RESOLVED**

- That the report be noted

**Date of Next Meeting: Thursday 16 July 2015**

Signed..... 

**Chairman**

Date..... 