

Corporation Meeting

Minutes of the meeting held on Wednesday 5 April 2017

Present: Stephen Brown, Jo Brownlee, Steve Cook, David Cooper, Stewart Edwards, Donna Fitzgerald, Alan Foster, Stephen Hawkins, Diana Hoskins, Rob Morley, Pat Mould, Diana Palmer, Paul Simpson, Robin Taylor, Cllr Denise Thompson

43. Training session

Pat Mould, Chair of the Corporation, delivered a training session of 'Effective Governance and Chairing'. It was agreed that the training materials and any associated documents will be sent to all Governors and held on the Governor Training and Development section of SharePoint.

Resolved: The training on 'Effective Governance and Chairing' was received.

44. Apologies for absence

Resolved: Apologies were received from Chris Gurevitch, Sohaib Muhammad and Jon Richardson.

45. Declarations of interest

The Clerk advised that staff and student governors would not be present for agenda item 12/Minute 54 (Remuneration Committee: 23 March 2017).

Resolved: There were no other declarations of interest received.

46. Minutes of the previous meeting (7 December 2016)

Resolved: The minutes of the meeting on 7 December 2016 were signed as a true and accurate record.

47. Principal's report and Chair's update

It was agreed that minute 47 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year (**SEE SECTION B**).

48. H&S, safeguarding and E&D termly report

It was agreed that minute 48 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year (**SEE SECTION B**).

49. Student Council feedback on Spring Term 2017

Robin Taylor presented his report, as emailed to Governors and hard copy tabled at the meeting. He noted some key points from the report:

- The Student Council raised £102 from a Comic Relief event on 24 March.
- There has been £688.99 commission raised from the sale of NUS cards, £250 of which is paid towards fees.
- Various activities have taken place, including:
 - Representatives from Hull City Council attending to hand out leaflets encouraging students to vote.
 - Meeting with representatives from the University of Hull to give feedback on their prospectus.
 - Senior managers attending a meeting to update Council Members on developments around ABR and the Federation.
 - Senior managers attending a meeting to brief Council Members on Safeguarding and British Values.
- Council Members have debated the issue of litter on site and the measures that can be undertaken, that are not already in place. He noted that it is getting better across the site, and that the Council could make no suggestions that were financially feasible.

Governors thanked Robin for the Council report and noted that it is encouraging that the situation around litter is better, which is indicative that what's being done is working.

Governors acknowledged that lots of work has taken place throughout the academic year to improve the environment and behaviour in social areas and stressed the need to keep this up and be consistent.

Governors asked Robin if the Council have a sense of what the students think of the Federation. Robin noted that the general student population are unaware. David Cooper said that this will be communicated more widely as the Federation develops.

50. Corporation Strategy Meeting: 8 February 2017

Resolved: The minutes of the meeting held on 8 February 2017 were accepted as a correct record and signed by the Chair.

51. Quality and Standards Committee: 8 March 2017

The Chair of the Quality & Standards Committee outlined the background to the recommendations made in the meeting of 8 March 2017.

Referring to Governor Scrutiny, the Chair of the Committee recommended Governors receive further training before the next Governor Scrutiny activity. It was noted how it can be easy to stray into operational matters rather than to triangulate, as was the original intention. The Chair to the Corporation confirmed that Colin Peaks is reviewing the Governor Scrutiny process/protocol to ensure that activities and subsequent reporting is standardised.

Resolved: The minutes of the meeting held on 8 March 2017 were received.

52. Audit Committee: 8 March 2017

It was agreed that minute 52 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

53. Finance and General Purposes Committee: 22 March 2017

It was agreed that minute 53 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

54. Remuneration Committee: 23 March 2017

As per minute 45 (Declarations of interest), staff and student members/attendees left the meeting for this item.

The Chair of the Corporation reported outcomes of the decisions reached at the Remuneration Committee meeting held on 23 March 2017, as per the minutes of the meeting. It was noted that the outcomes of all the appraisals were very positive.

Resolved: The minutes of the meeting held on 23 March 2017 were received.

55. Confidential items

Resolved: It was agreed that minutes 47, 48, 52, 53 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff (excluding senior post holders) or students.

56. Date of next meeting

Resolved: The next meeting of the Corporation will take place on Wednesday 5 July 2017.

57. Learner impact

The Committee scrutinised and provided appropriate challenge as appropriate, all helping improve student performance and achievement. Particular areas impacting on learners included:

- Ensuring Governors are aware of their responsibilities and undertake their duties effectively and in the best interests of the college.
- Receiving an update on Federation, as well as emerging issues on a local and national scale, ensuring that Governors are well-informed and equipped to make decisions around the college's future.
- Ensuring that the college continues to improve the quality of provision for students, and that appropriate processes are in place to support student academic achievement.

Action schedule

Minute no	Title	Action by	Action
43.	Training session	Clerk	Send training materials to Governors and add to SharePoint.
47.	Principal's report and Chair's update	Governors	Volunteers to join the Federation's working party to email the Clerk by 23 April 2017.
53.	Finance & General Purposes Committee: 22 March 2017	Chair, Principal & Clerk	Sign paperwork in relation to the Lloyds Bank Loan Waiver
		Principal	Consult with staff on changes to the holiday year.