

## Corporation Meeting

### Minutes of the meeting held on Wednesday 21 March 2018

Present: Stephen Brown, Jo Brownlee, David Cooper, Stewart Edwards, Donna Fitzgerald, Stephen Hawkins, Diana Hoskins, Pat Mould, Paul Simpson, Jessica Wray, Cllr Denise Thompson

In Attendance Catherine Sykes (Clerk), Karen Ashman, Colin Peaks, Ben Wallis, Tim Blackburn.

#### 35. Training session

Laura Tindall (HR Manager) and Karen Ashman (Assistant Principal and Data Protection Officer), delivered a training session on 'General Data Protection Responsibility (GDPR)'. 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 'General Data Protection Responsibility (GDPR)' was received.

#### 36. Apologies for absence

**Resolved:** Apologies were received from Chris Gurevitch, Alan Foster, Steve Cook and Rob Morley.

#### 37. Declarations of interest

Diana Hoskins & Stewart Edwards declared an interest in agenda item 10a / minute number 44a.

The Clerk advised that staff and student governors would not be present for agenda item 10c / Minute 44c (Proposal for Senior Management Team restructure) or 13/Minute 47 (Remuneration Committee: 24<sup>th</sup> January 2018).

**Resolved:** There were no other declarations of interest received.

#### 38. Student Council feedback on Spring Term Activities.

Jessica Wray presented the feedback on the Spring Term Activities of the Student Council. She noted that Jessica Brunneye had stepped down as president of the Student Council and that she had taken her place as president.

She noted that it had been a busy term for the Student Council, with well attended meetings. The students have taken part in many activities, including a successful Winter Festival in the Atrium, and students took part in a rough sleep at the college on the 2<sup>nd</sup> February as part of the YMCA Sleep Easy Friday in aid of the homeless; which raised over £1000.

The Students are looking to create a Smoothie & Pizza company; which they are going to name Smooth Criminals. Jessica noted that the naming of the company had got the students interested and engaged in the start-up and they are hoping that it becomes a success.

Tim Blackburn gave thanks for governor support of the Seeds of Change project. He gave an update on the work undertaken so far and the proposal of the Iron Age project, which is to be a woodland area, reproducing the environment of the period.

Pat Mould thanked Jessica and Tim for their report. She commended them on being well recognised, and to win the national award in Seeds of Change was excellent. As the Chair of the Corporation she is very happy to support the union in their work. She commented that the report was very helpful and informative as governors don't always get to observe activities documented first hand.

**Resolved:** The Student Council feedback was received.

### **39. Minutes of the previous meeting (24<sup>th</sup> January 2018 & 7<sup>th</sup> March 2018)**

**Resolved:** The minutes of the meeting on 24<sup>th</sup> January 2018 & 7<sup>th</sup> March 2018 were signed as a true and accurate record.

### **40. Principal's report and Chair's update**

It was agreed that minute 40 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)**.

### **41. H&S, safeguarding and E&D termly report**

It was agreed that minute 41 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)**.

### **42. Ofsted Report**

David Cooper and Colin Peaks outlined the highlights of the recent Ofsted report. Colin noted that the inspection was very good, and that although the report doesn't use the work outstanding; however there are lots of use of 'excellent' and very good.

Steve Hawkins noted that good is the minimum that we, as a Corporation, find acceptable. He was aware that a drop in result achievement could set the college back to a lower grade. Therefore it was important not to assume that because we are the higher end of good that we can relax. David Cooper noted that this was certainly not the case, and the key focus of the college is to strengthen the strengths.

David noted that inspectors did listen to what was being said and that discussion was open and fair. The governors discussed their role within the inspection and noted that they felt listened to and respected.

Governors discussed the centrality of A-Levels in the outcome. To achieve outstanding the college needs to ensure that the required improvements are worked, with continuous improvement and not a drop in achievement after a period of time, which was what was seen in the last inspection. They concluded that with a different set of A-Level results, there could be a different result.

Governors asked about where we are now; and where we are going and what work was being done to continue improvement; whilst ensuring that staff were prepared for future inspection. Colin Peaks informed governors that this had been discussed with heads of department and noted that during this inspection; it was reported to be less stressful for staff or students, as they felt confident in what they were doing, due to staff development and preparation.

Colin concluded that the A- Level action is in place and progress is seen in year confirmed by governor scrutiny. He commented that until the end of year results are completed the college isn't going to know fully the impact of the work done so far. The focus post Ofsted is still there, and no drop in attitude from staff or students about the work they are putting in and going forward. Differentiation in some students a-level files are seen; but a formalised approach is being implemented to push students further. An A-Level conference has been arranged for next year at the university after successes from this year's conference, with different afternoon taster sessions to provide students with an insight into higher education and provide an impetus for further achievement.

David Cooper noted that the senior lead inspector at the last inspection had given feedback on how the College could consider recording attendance differently. It was noted in the inspection that the college continues to vigorously pursue attendance and really acknowledged that we take and keep students who others may not – therefore we should consider how we record these students. It was highlighted that the Ofsted report says that the steps made to continue improvement is relating to some courses, not all courses; of which the college is addressing. Payback is not so well used in some departments as others.

Denise Thompson noted that attendance is a key skill for employment, needs to be taken on board to enable students to future proof their own lives.

Governors asked about the distance learning model and its use. Colin & Stewart noted that it is in place, Student Services do home visits as well as vocational work which is tracked using the VLE so that they can get access to support and/or sending homework and monitoring the work being submitted is correct and to a good enough standard. It was commented that the system does work very effectively in the short term until students can return to college.

Pat Mould commended the Ofsted report; she noted it was the best report we have had and the best the current of governors has ever received. Colin Peaks also noted that governance that is recognised in two places as well which is very positive.

**Resolved:** The Ofsted report was received.

### **43. Quality and Standards Committee: 13 March 2018**

The Chair of the Quality & Standards Committee outlined the background to the recommendations made in the meeting of 13 March 2018.

She noted that this meeting had been deferred from the 7 February due to the Ofsted inspection. One of the encouraging reports from the meeting was the MIDAS report which benchmarks our progress in the DfE tables for 2017 results against all other post-16 providers.. For applied general subjects, Wilberforce College is in the top 10 % which is a huge achievement considering the geography and deprivation levels in the area; and also that the English & Maths achievement rates were also really high. She noted that this comparison put into context as to how good we are as a college. A Level is just below mid-point.

She noted that the activity and findings of the Governor scrutiny of the A Level action plan held in January had fed into Ofsted and that the governors who met with the inspectors were able to talk about this to the inspector, The final report has been deferred into the summer term due to prioritisation of inspection.

**Resolved:** The minutes of the meeting held on 13 March 2018 were received.

#### **44. Search & Governance Committee: 13<sup>th</sup> March 2018**

It was agreed that minute 44 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)**.

#### **45. Audit Committee: 8 March 2017**

It was agreed that minute 45 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)**.

#### **46. Finance and General Purposes Committee: 22 March 2017**

It was agreed that minute 46 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)**.

#### **47. Remuneration Committee: 23 March 2017**

As per minute 37 (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 24 January 2018, 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 24 January 2018 were received.

#### **48. Any Other Business**

Minute 48 a) - It was agreed that minute 48a 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)**.

Minute 48 b) - David Cooper presented the financial health report. He confirmed its content and that the college had once again been rated as Outstanding in its financial health.

**Resolved:** The two Items of Any Other Business were received.

#### **49. Confidential items**

**Resolved:** It was agreed that minutes 40, 41, 44, 45, 46 and 48a 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.

## 50. Date of next meeting

**Resolved:** The next meeting of the Corporation will take place on Tuesday 3 July 2017.

## 51. Learner impact

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

- Ofsted Report
- SMT restructure for the future of the college.
- Student experience through assurance of financial security from funding agency.
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### Action schedule

Minute no	Title	Action by	Action
40	Principals report and chairs update.	CES	To write in response to Scarborough to say the corporation had approved the request to join the Venn4 federation.