

**MINUTES OF A MEETING OF THE FURTHER EDUCATION CORPORATION HELD ON
TUESDAY 16th DECEMBER 2008**

Present:

Members: Derek Lyon (Chair), John Barker, Jen Billingham, John Calvert, Hazel Charlesworth, Grant Cronin, Lee Dacre, Gill de Bourcier, Peter Fitzpatrick, John Goddard, Dave Kelly (Principal), Liz Kershaw, Mike Phipps and Eugene Tumelty

In attendance:

Clerk: Ed Elvish.

Apologies: Liz Kershaw, Greg Peers

In accordance with usual practice item 6 with a visiting speaker was taken at the beginning of the meeting after item 1.

1 Election of Parent Governor to the Corporation

The Clerk announced the outcome of the Parent Governor Election and the successful candidate, Peter Fitzpatrick, was invited to join the meeting

2 Conflict of Interest

Members confirmed that they had no conflict of interest with the business of the meeting as detailed in the Agenda.

3 Minutes

Documents received:

- Minutes of the meeting held on Tuesday 7th October
- Minutes of the Special Meetings held on Thursday 30th October and Tuesday 25th November

4 Matters Arising

There were no matters arising not covered elsewhere on the agenda

5 Reports from Committees

5.1 Audit Committee

Mike Phipps presented the report of the Audit Committee meetings held on Tuesday 14th October and Tuesday 18th November 2008. The Chair emphasised the importance of the role of the Annual Internal Audit Report in providing assurance to governors on issues for which they are equally responsible.

Documents received:

- Minutes of the meeting held on Tuesday 14th October
- Minutes of the meeting held on Tuesday 18th November
- Internal Audit Plan 2008-09
- Annual Internal Audit Report 2007-08
- Internal Audit Report – Learner Record Systems
- Key Issues Memorandum – (included as 5.4, F & GP Report)
- High Level Risk Register
- Risk Summary Report for the Building Project
- Audit Committee Annual Report

The Corporation accepted the Minutes of the Audit Committee Meeting held on Tuesday 14th October and Tuesday 18th November 2008

5.2 Search & Governance Committee

Derek Lyon presented the report of the Search & Governance Committee held on Tuesday 4th November 2008

Documents received:

- Minutes of the meeting held on Tuesday 4th November 2008

The Corporation accepted the minutes of the Search & Governance Committee held on Tuesday 4th November 2008

5.3 Employment Policy Committee

Derek Lyon presented the report of the Employment Policy Committee meeting held on Tuesday 4th November 2008

Documents received;

- Minutes of the meeting held on Tuesday 4th November 2008
- Teaching Staff Profile 2008-09
- Support Staff Profile 2008-09

The Corporation accepted the minutes of the Employment Policy Committee held on Tuesday 4th November 2008

5.4 Finance & General Purposes Committee

John Barker presented the report of the Finance & General Purposes Committee held on Tuesday 25th November 2008. There was some discussion on the projected drop of the college to category C during the buildings programme. The Principal then outlined the financial implications for the College of the transfer of sixth form colleges to local authorities with the impending demise of LSC. With Barrow Sixth Form College as the only sixth form college in Cumbria there will be a particular need to make the LA fully aware of the difference in history and funding to that of school sixth forms

Documents received:

- Minutes of the meeting held on Tuesday 25th November 2008
- Management Accounts Year Ending 31st July 2008
- Financial Statement Year Ending 31st July 2008
- Key Issues Memorandum - External auditors, Grant Thornton
- Finance Record 31st July 2008
- Management Accounts for 3 months ending 31st October 2008

The Corporation accepted the minutes of the Finance and General Purposes Committee held on Tuesday 25th November 2008

6 Higher Education, Further Education and Schools Collaboration

Dr. Liz Beaty, Director of Strategic Academic Practice and Partnership, University of Cumbria was introduced to the meeting and invited to introduce the item with a presentation built around the existing and potential links between the College and the University.

Dr. Beaty updated the Corporation on the structure of the University and how this had developed since vesting day on 1st August 2007. She covered campus layout and faculty organisation and structure along with the distribution of students within them, before moving on to relationships between the University and schools and colleges, especially in the development of the 14-19 curriculum and progression issues from the new diploma route.

In talking about external links Dr. Beaty emphasised the importance of those with employers in the light of the University's strategic priorities. She outlined the role of Cumbria Higher Learning and its relationship to the University and concluded with the future challenges for the University of Cumbria.

There followed a discussion on many of the issues raised and the way in which the College could contribute to, and complement, the emerging strategy and practice of the University. In thanking Dr. Beaty, the Chair emphasised how useful her presentation and the ensuing discussion had been and expressed the hope that this would be the first of many personal

visits through which the successful collaboration between the College and University would continue to be developed.

7 Financial Statements 2007-08

Document received

- College Financial Statements 2007-08

After discussion the Corporation agreed to the publication of the Financial Statements as presented

8 Self Assessment Report

Document received;

- College Self Assessment Report 2008

The Principal introduced the item by saying how pleased he was with the content and quality of the Self Assessment Report. The College compared well with sixth form colleges elsewhere and as a group they had the best figures of all. All value added data shows that students at the College are, on average, doing better than expected.

The Chair emphasised the very rigorous system of validation in which he and the Vice-Chair had participated. Through the College's participation in a group scheme, other colleges had been involved in each other's validations and the presence of a Vice-Principal from Nottingham on the College Internal Validation Panel had been invaluable.

The Corporation agreed to the submission of the Self Assessment Report to the Learning and Skills Council as presented

9 Secondary Re-organisation

The Principal reported that the publication of the Local Authority's second phase of consultation on the proposed Academy was due in January but that it had already been revealed that public support was in favour of two sites. Monthly meetings of the steering group on which the College is represented will continue.

A trust is to be established shortly which will find governors, and work on admissions policy and transition arrangements is progressing. Once the Local Authority has made judgements a PR company will be used to take things further. The post of principal had been advertised but no appointment made. This will be re-advertised with a higher level of remuneration. Sponsors are working well together.

A legal challenge has been initiated by the parent of a Parkview pupil but this is unlikely to be heard until an existing one to a similar scheme in the Borough of Camden has been heard.

10 Building Project Update

The Corporation were thanked by the Principal for their attendance at the additional meetings in October and November. He confirmed that BREEAM excellent status is not to be pursued and that the LSC Property Adviser is happy with the rationale for this decision.

The College had been told on 5th December that the submission was not now due to go to the LSC Regional meeting until January. The month's delay will increase the College's costs by around £37,000 and copies of a letter outlining the implications of the delay were tabled. In it the Principal emphasises the importance of the National Capital Committee considering the College's bid at the proposed revised date of 12th February.

11 Registers of Interest and Attendance for Governors

The Clerk thanked those governors who had already returned completed Register of Interests pro-forma for the year 2008-09. He also tabled a first draft of the attendance register for 2007-08 and asked governors to confirm the accuracy of this in preparation for production of a final version.

12 SFCF Machinery of Government Newsletter

This item was introduced by the Chair who welcomed the separate identity for sixth form colleges who will in future be considered neither as FE institutions or schools. This was felt to be a vindication of the way the College had positioned itself since incorporation in maintaining its institutional mission and ethos.

13 College News

Presented by Gill de Bourcier

- Sociology – The Cumbria Multicultural Diversity Women's group have been to give two presentations to sociology students. One covered being a Muslim in Britain and the other moving to Britain from a different culture.
- All 7 students applying to do medicine at university have interviews
- More than half of the Oxbridge candidates have been called for interview
- As of the previous day, 209 UCAS forms had been sent off
- Engineering Education Scheme students were at Newcastle University that week with Will Scott. The accompanying engineer from BEA Systems is Will Spain, one of the College's former students.
- 30 History/Politics students were in Strasbourg visiting the European Parliament
- Students had raised nearly £1000 for charity during the term, around £600 of it through Children in Need. Money had been raised through a variety of activities including making and selling cakes, raffles and a 'wear pyjamas to college' day !
- Science courses for year 11 students in partner schools had started. This term had been chemistry with analysis of aspirin, next term an Introduction to Astronomy and an Introduction to Surgical Techniques

14 Confidentiality

No items were deemed to be confidential