

## MINUTES

*Corporation No. 132*

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Date: *28/04/2017*      Time: *15:30–16:00*  
(*Friday*)

Venue: *Bowland*      Committee: *Corporation*  
*Suite*

Present: *Adrian Boreham, Allan Foster, Ann Turner (Principal), Clare Platt, David Hall, Gerry Corless, Ian Douglass, Ian Higginbotham, Jane Booker, Julie Hughes, Robert Robinson and Stuart Heys (Vice Chairman)*

Attending: *Alison Robinson (Vice Principal), John Wherry (Deputy Principal) and Paula Lister (Deputy Principal)*

Clerks: *Ron Matthews (Clerk) and Susan Whiteside (Deputy Clerk)*

Guests                      *Ishwer Tailor (Co-opted Member)*  
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Apologies:                *Garry Payne, Grace Power, Rebecca Fitzsimmons, Richard Furnival and Sarah Ellis*

*Public Minutes*

Item  
number:  
(and  
category)

Item description:

**42.17**  
*Decision*

***Attendance of Co-opted Governors and Members of Management***

Standing Order 13 states that:

*As a matter of policy all meetings of the Corporation and its Committees will be held in private. The agendas and minutes and supporting papers of its public business will be made available to the general public.*

*However:*

*(a) The Principal shall be authorised to invite members of staff to attend in their employed capacity for both public and confidential business as appropriate and in accordance with Standing Order 25.*

*(b) The Corporation however, may exclude members of staff from attending any business that it deems necessary.*

*(c) Attendance by other persons shall be at the discretion of the Corporation following advice from the Principal or Clerk.*

However, the Corporation does encourage Co-opted Governors to attend and take part in the discussion and debate.

**Resolved:**

**That Management be in attendance for the public and confidential agenda items.**

**43.17**  
*Record*

***Apologies for Absence***

Apologies have been received from Garry Payne, Richard Furnival and Sarah Ellis. Rebecca Fitzsimmons and Grace Power were not in attendance.

**44.17**            ***Declarations of Interest***

*Record*

There were no declarations of interests made in respect of items on the public agenda.

**45.17**            ***Minutes of Previous Meeting***

*Decision*

The public, confidential and strictly confidential minutes of meeting number 131 held on Tuesday 14 March 2017, published on the extranet, were signed and agreed as a true and correct record of the meeting.

**46.17**            ***Governor Vacancy***

*Decision*

Corporation noted that Staff Governor Robert Robinson had tendered his resignation from the College to pursue an alternative career and therefore had resigned his position as Teaching Staff Governor.

The vacancy had been advertised amongst the teaching staff and the outcome would be reported to a future meeting. To date four expressions of interest had been received, an on-line election would be held with all members of teaching staff entitled to vote. The winning candidate would be invited to the July 2017 Quality & Standards Committee as an observer prior to the appointment being ratified by Corporation later that same month.

This was the last meeting Robert would attend. Members expressed their appreciation to him and made particular mention of his contributions whilst serving on the Quality & Standards Committee. Robert was presented with a corporate gift.

**Resolved:**

**That the progress towards appointing a Teaching Staff Governor be noted.**

**47.17**            ***Correspondence***

*Information*

Corporation gave consideration to four letters of correspondence recently received.

The first, a letter from the Further Education Commissioner covered Area Reviews, interventions and evidence from the work of the Commission.

The second was a note which gave a summary of the AoC Board meeting held on 9 March 2017.

The third, a letter from the Office of Prince Charles expressed thanks to the College for the meeting with students on his recent visit to Lancashire.

Finally, a letter had recently been received from the Chief Executive of the Education and Skills Funding Agency extolling the key message that to be viable a college required strong governance and clarity of direction together with high quality self-assessment and appropriate independent challenge.

**Resolved:**

**That the correspondence be received.**

**48.17**      ***Association of Colleges - Review***  
*Information*

Corporation gave consideration to the Association of Colleges own review.

The AoC re-asserts its core twin purpose of advocacy and support.

The review proposals were concerned with 'making more impact, being more effective and efficient in order to: engage you in long-term policy development to improve our public affairs and partnership work; to provide the consistent local and national support you need; to make sure you are kept up-to-date with enhanced communications; and to provide stability in fees for you and for AoC.'

**Resolved:**

**That Corporation noted the outcomes of the Association of Colleges Review.**

**49.17**      ***Landex Newsletter and Progress on the National Land Based***  
*Information*    ***College***

Corporation gave consideration to a newsletter from Landex outlining current developments around land-based provision and the external environment and challenges facing colleges.

Corporation gave consideration to a letter from Lord Curry outlining progress on the development of the National Land-based College. The letter included two attachments, one the

NLBC Governance Handbook covering remit, structure, function and responsibilities of the Board.

The second listed the membership of the Board. Members noted that Myerscough's Principal was a Board member.

**Resolved:**

**That the Landex newsletter and progress on the National Land-based College be noted.**

**50.17**      ***Ofsted***  
*Information*

Corporation received the formal letter and report following the short Ofsted Inspection undertaken on 1 and 2 March 2017 which confirmed the College Ofsted grade remained 'Good'.

Members commented, 'fantastic news, a strong report.' They noted the report provided clear indication of what was needed to be Ofsted 'Outstanding'.

**Resolved:**

**That the Ofsted Report be received.**

**51.17**      ***Revised Committee Membership***  
*Decision*

Corporation gave consideration to the revised Committee Membership following the retirement of Stephen Rigby and the appointment of David Hall.

There were no changes to existing Committee membership. David Hall was appointed to the Audit & Governance Committee.

**Resolved:**

**1 That the Committee memberships be agreed as submitted.**  
**2 That David Hall be appointed to the Audit & Governance Committee**