

NEW COLLEGE, SWINDON

Minutes of the Corporation meeting held on 3<sup>rd</sup> July 2018

Present: Charlotte Mannion (Chair), Dennis Bridges, Sarah Church, Simon Cove, John Dernie, Les Durrant, Sam McCurdy, Sarah Noguiera Perez, Mark Owen, Graham Taylor, Jade Walters, Jim Webster

With: Maureen Debbage – Director of HR  
Paul James – Director of Curriculum, Quality and CIS  
Richard Harris – Director of Finance and Partnerships  
Tracy Scaife – Clerk to the Corporation

2016 Apologies for absence – received from Peter Foskett, Peter O’Brien and Alexey Smirnov.

2017 Disclosures of Interest – none.

2018 Minutes of the last meeting held on 15<sup>th</sup> May 2018 – agreed as a correct record.

2019 Matters arising from the minutes of the last meeting held on 15<sup>th</sup> May 2018 – raised as follows:

(a) 2299(a) – the meeting noted that there has still been no reply from Justin Tomlinson MP regarding any update on his investigations into local secondary schools breaching the Baker Clause by not allowing the college access to share post-16 provision.

2020 Student referred matters – raised as follows:

The student governors advised the meeting of the recent charity events held by the students and the amounts of monies raised. Mandy Hamilton has now left the college and a new Enrichment Co-ordinator has been appointed. Plans for the next Freshers Fair are underway and there are plans to use some of the student fund for this. The way that student representatives are appointed for next year is being structured differently next year with a system of voting for the Exec and student governors. NC Ambassadors are involved with the college experience events this week, 70 secondary school students and their families are expected this evening and a further 500 students tomorrow.

It was noted that this was possibly the last meeting that Jade and Sara would attend and the Chair, on behalf of the Corporation, thanked them for their work as student governors stating that they had fulfilled the role very well, taking an active part in the meetings and being very enthusiastic. The Chair also advised that she had been delighted to award the Governors Award to Jade at the Annual Learners Award Ceremony the previous week and congratulated her on this achievement. The meeting wished them both their very best wishes for a very successful future.

2021 Budget 2018/19 and ESFA 2 year financial forecast – confidential minutes refer.

2022 Confidential minutes of the last Corporation meeting held on 15<sup>th</sup> May 2018 – confidential minutes refer.

2023 Confidential minutes of the special Corporation meeting held on 14<sup>th</sup> June 2018 – confidential minutes refer.

2024 Great Western Academy – role of New College and the Corporation – confidential minutes refer.

2025 Risk Management update and Risk Register – report by Director of Finance and Partnerships and Risk Register received and noted.

The Risk Management Group met on 5<sup>th</sup> June 2018 and considered the overall risks faced by the college. Two new risks were added to the Risk Register – post Area Review and employment tribunal claims. The Director of HR advised that employment tribunal claims have increased dramatically since the removal of fees.

The Risk Register was considered by the Audit committee at its meeting on 20<sup>th</sup> June 2018.

**RESOLUTION:** that the Risk Register be agreed.

2026 Principal's report (including Key Performance Indicators (KPIs)) – report by the Principal received and noted.

The meeting noted that since the last report the college has 73 new HE learners (April intake at David Game College). The forecast funding shortfall for 2017/18 was also noted; this will be clawed back in 2019/20 unless there is an overtrade in 2018/19. The shortfall is due to the decline in the school leaver population and increased competition. 1846 applications have been received to date for September. A bid will be submitted next week for the college to become a Centre of Excellence for Maths. Wiltshire, Swindon and Cirencester Colleges and Lydiard Park Academy have agreed to be partners to date. If awarded this could bring in an additional £300k income. Income for the year is £2.8m above budget. Additional funding received for AEB has resulted in an increase allocation of 50% in one year. However new regulations to be introduced within the next few months will prevent the college from working in prisons, a loss of business amounting to circa £800k. The Principal has written to the Government regarding this and has asked for a meeting with them to discuss. It was also suggested that a judicial review, possibly through the AoC, should be considered. With regard to apprenticeships, demand is down nationally with a fall of circa 25% since the introduction of the new system in May 2017. The college won the Thames Valley Chamber of Commerce Education & Business Partnership Award sponsored by Amdaris.

The Principal, this being his last meeting of the Corporation before his retirement, wished the college and the governor all the very best for the future.

2027 Achievement Rate (AR) update – report by Director of Curriculum, Quality and CIS received and noted.

The final AR meeting of the year will take place the following day. The estimate for the final AR remains at 87.5%

2028 Financial Regulations – report by Director of Finance and Partnerships received and noted.

**RESOLUTION:** that the introduction of the Scheme of Delegation and the Financial Regulations as amended be approved.

2029 Partnerships update – report by Director of Finance and Partnerships received and noted.

The financial performance of partnership work for the year was noted. A Partnerships Day was held at the college earlier in the day and went well. For the first time individual ARs were shared amongst all those attending allowing partners to compare themselves. This was received well and taken positively by the partners attending.

The Director of Finance and Partnerships advised the meeting that there are some partners who will not have their contracts renewed for the 2018/19 year.

2030 Safeguarding update – report by Director of Student Services and Safeguarding Manager received and noted.

The Director of Finance and Partnerships advised the meeting that at the Partnerships Day earlier a number of partners referred to an App that they use for safeguarding and this is to be investigated for use by the college.

2031 Timetable of meetings 2018/19 – agreed.

2032 Extended apologies – Peter O’Brien – the Clerk advised the meeting that Peter O’Brien is currently experiencing some health issues and will need to give his apologies for meetings for the considerable future.

**RESOLUTION** – that extended apologies be accepted from Peter O’Brien.

2033 Minutes of committees – noted as follows:

- (a) Audit committee: 15<sup>th</sup> May 2018
- (b) Finance and General Purposes committee: 19<sup>th</sup> June 2018
- (c) Audit committee: 20<sup>th</sup> May 2018
- (d) Curriculum and Quality committee: 20<sup>th</sup> June 2018

2034 Any other business – raised as follows:

- (a) Retirement of Principal – on behalf of the Corporation the Chair presented the Principal with a gift from the Corporation to mark his retirement.

2035 Date of next meeting – to be confirmed.