



## CORPORATION MEETING

23 April 2015

### MINUTES

|                 |                          |   |                           |
|-----------------|--------------------------|---|---------------------------|
| <b>Present:</b> | Carole Thorogood (Chair) | ) |                           |
|                 | Bill Colley              | ) |                           |
|                 | Richard Cox              | ) |                           |
|                 | Larry Greenwell          | ) | External governors        |
|                 | Gill Lane                | ) |                           |
|                 | Clive Rix                | ) |                           |
|                 | Stephen Russell          | ) |                           |
|                 | Mark Shaw                | ) |                           |
|                 | Malcolm Cowgill          | ) | Principal                 |
|                 | Brendan Coulson          | ) | Staff governor            |
|                 | Roger Fletcher           | ) | Staff governor (teaching) |

|                       |               |   |
|-----------------------|---------------|---|
| <b>In attendance:</b> | John Snow     | Vice Principal Corporate Services       |
|                       | Yultan Mellor | Vice Principal Curriculum               |
|                       | Jason Folkett | Vice Principal Learner Services         |
|                       | Debbie Duggan | Vice Principal Organisation Development |
|                       | Ian James     | Clerk to the Corporation                |

### PART 1

#### APOLOGIES FOR ABSENCE

170 Apologies were received from Dianne Roden, John Feeley and Adam Milling.

#### DECLARATION OF INTERESTS

171 The Chair reminded governors of the requirement to declare their interest in any agenda items. Following any such declaration governors would not be able to speak or vote on the matters under discussion.

#### MINUTES

172 **Resolved** that the minutes of the meeting held on 26 March 2015 be approved as a correct record and signed by the Chair

#### PLANNING EVENT FEEDBACK & NEXT STEPS

173 The Principal commented that the planning event with governors held on 2 April 2015 had been very useful and that the outcomes of the discussions would be reflected in the College's future plans. The governors commented favourably on the engagement with the heads of schools at the event and this would become a more regular feature in future.

## **INTERNATIONAL STRATEGY**

174 The Vice-Principal Corporate Services presented the latest version of the International Strategy for discussion and approval. The Strategy set out the College's plans for developing the international work by increasing the numbers of students, the areas of activity, the geographical reach and the income to the College.

175 The Vice-Principal was asked whether there were any reputational or possibly safety risks that might arise when working in countries which lacked political stability. He commented that there were no safety issues as College teaching staff did not generally work outside the UK. The College was aware of the reputational issues but most of the work from such countries came through large businesses or government agencies such as the military or oil related organisations.

176 Asked what percentage the agents or intermediaries were paid, the Vice-Principal advised that rates were 25-35% which, although apparently high, represented good value as the agents were essential and did an effective job. Governors also questioned whether the international work might represent a distraction for senior management from the core business of the running the College and the Vice-Principal commented that the work was largely self-contained and did not require significant senior management input.

177 Attention was drawn to the table of target income figures presented in the Strategy and to the lack of any information on costs which would enable governors to see the financial impact of the work. The Vice-Principal was asked to provide this information for the governors.

178 **Resolved** that the International Strategy be approved

## **DASHBOARD**

179 The governors received the routine dashboard report enabling them to monitor progress with key performance indicators.

180 The Vice-Principal Corporate Services advised that the projected year-end financial outturn was much the same as before although he drew attention to the College's cash position. It had been expected that an overdraft would be required from the Bank in the early months of the year but this had proved unnecessary due to funding received from the SFA amounting to around £1.2m of which £400k was re-profiled grant income, £500k was for growth in apprenticeships and £300k was for capital.

181 The Vice-Principal advised that the capital receipts for both Greythorn Drive and Peoples First were expected before the end of the financial year.

## **POLICY FRAMEWORK OVERVIEW**

182 The governors received and noted the current policy framework setting out the list of policies, how these were split between the Corporation and management and the review periods assigned to each.

## **DATE OF NEXT MEETING**

5.30pm, 21 May 2015

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Chair

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Date