

MEETING OF THE FULL CORPORATION

Date	11 December 2013	Time	14.00
------	------------------	------	-------

Venue	Station Plaza Boardroom
-------	-------------------------

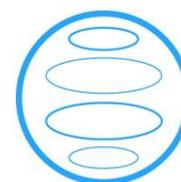
Chairman	Tony Campbell OBE KSG FRSA
----------	----------------------------

Membership: Tony Campbell OBE KSG FRSA (Chair); Pat Farmer (Vice Chair); Principal (Clive Cooke); Staff Governor (Wendy Bennett); Lesley Brissett; Roger Dennard; Diana Garnham; Simon Hubbard; Graham How; Vic Kempner; Professor Stuart Laing; Staff Governor (Monty Mears); Ken Melsom; Student Governor (Prashant Sharma); Derek Stevens; Student President (Rob Tyson); Sue Walton

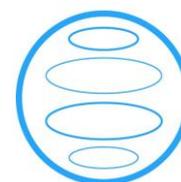
In attendance: Jessica Stubbings; Deputy Principal and CEO (April Carrol); VP Finance (Biram Desai); VP Enterprise, Employment and Skills (Dan Shelley); VP Resources (Stephen Hagues)

Apologies: Vic Kempner

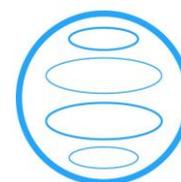
Item no.	Item	Actions
0.	<p>Training Session on the Learner Voice</p> <p>Before the main meeting (1-2pm) there was a training session on the Learner Voice, providing an opportunity for governors to get insight into the student experience and to raise the profile of governors.</p> <p>This was attended by: Tony Campbell OBE KSG FRSA (Chair); Pat Farmer (Vice Chair); Roger Dennard; Diana Garnham; Simon Hubbard; Graham How; Ken Melsom; Student Governor (Prashant Sharma); Derek Stevens; Student President (Rob Tyson)</p>	
1.	<p>Chair's Introduction</p> <p>The Chair reminded governors' about the visits to faculty and support areas this term (Learning Resource Centre, Hair and Beauty, Human Resources). He thanked the Student President for inviting governors to accompany the Student Council on their Walk and Talks around the College and for today's Learner Voice training session which governors agreed was excellent and had provided a valuable insight into the views of students. He thanked governors for all their involvement with the College.</p> <p>The Chair updated governors on the recent AoC conference which had provided a good overview of the FE sector. He noted that he had attended a training session on Careers, Information, Advice and Guidance (CIAG) and has taken on the role of Link Governor for CIAG in preparation for an audit taking place on the 27 February 2014 at the College. The Chair explained that the Corporation will need a new Governor for Equality, Diversity and Inclusion (EDI) following the end of Monty Mears term of office in January. He confirmed that Monty will attend the Away Day on the 31 January alongside the new Staff Governor.</p>	All



	<p>The Chair noted that in order to spend more time focused on strategic items and keep to time papers will be taken as read with the exception of items for approval and items that governors wish to consider further.</p>	
2.	<p>Membership Matters The Chair noted that Lesley Brissett will be stepping down as an independent governor at the end of this term of office (10.12.13). His involvement in the regeneration work in Hastings has been of great benefit to the Corporation and the College and he will be sadly missed for the work he has done and his insight into the community and the College. The Chair thanked Lesley for all his hard work and commitment to the College.</p> <p>The Chair noted the election of Prashant Sharma as Student Governor. Prashant has been a Pestalozzi student at SCCH since September 2012 studying the IB diploma after finishing school in Nepal. Last year he was the Vice President of the Student's Union. Finishing in July next year Prashant is currently applying for an honorary graduate qualification in US, Shanghai and Abu Dhabi universities. He will join the Corporation as Student Governor until 31.07.14. The Corporation welcomed Prashant and said they were looking forward to hearing the student voice.</p> <p>The Clerk noted that the election for Staff Support Governor will close on 19 December 2013.</p>	
3.	<p>Apologies Apologies had been received from Vic Kempner. These were accepted. Both Professor Laing and Wendy Bennett noted that they were due to depart at 15.30.</p>	
4.	<p>Declarations of interest Jessica Stubbings declared that she was an employee of East Sussex County Council. Mrs Walton declared that she was an employee of Pestalozzi. The Chair declared that he was working as an independent advisor to the interim board at Bexhill High School. Mr Hubbard declared that he was an employee of Hastings Borough Council, and the parent of an Academy 6 student.</p>	
5.	<p>Minutes of the last meeting The Corporation considered the minutes of the last meeting. RESOLVED: The minutes and confidential minutes of the previous meeting held on 18 September 2013 were agreed to be a true record, and duly signed subject to removing DS's declaration of interest which had been incorrectly recorded. Proposed: GH; Seconded: SW; CARRIED.</p>	
6.	<p>Matters arising Governors noted that the SLT and Corporation needed to work hard to ensure staff and students at Ore and the Motor Vehicle Centre felt part of the main campus. The Staff Governor reported that the staff at Ore do feel neglected. The Chair of Curriculum Quality and Standards (CQS) suggested scheduling</p>	Principal /Clerk



	<p>CQS subcommittee meetings at Ore.</p> <p>The Chair reported that the Remuneration Committee would meet in the Spring term, date to be finalised, to consider the Remuneration Committee terms of reference and delegations for the review of senior post holder (SPH) performance reviews and pay awards. He thanked governors for completing the recent survey asking for comments on the subject. All agreed actions were complete or in progress. No other issues were raised.</p>	<p>Rem Com/Clerk</p>
<p>7.</p>	<p>Principal's Report The Principal updated Members on the following points:</p> <ul style="list-style-type: none"> • Capital funding for colleges for 2015-17 has been confirmed at £660m over the two years. The money will be routed through the LEPs and can only be spent of further education and skills training. He noted that the curriculum is changing and the College has accommodation and IT capital requirements. SH reported that in the construction of the strategic economic plan for government there is a separate capital bid line for colleges who will have to place their capital bid and align with the priorities of the LEP. • The Corporation Away Day will focus more on Academies and Free Schools and the Colleges potential strategy of sponsoring a local school or setting up a university technical college, studio school or free school or having a more direct involvement with schools. The Chief Executive of the Education Funding Agency (EFA) has strongly endorsed the role that FE colleges can have in sponsoring academies or free schools. He updated governors on the Department for Education's (DfE) proposal that a selected of elected Head Teachers act as regional chancellors with the brief of intervening in failing academies or free schools. • Information on funding has been delayed and the sector is waiting for the SFA and EFA to announce funding for 2014-15. The Principal agreed to update governors in January. There is significant concern that the DfE is required to meet significant savings targets in the Comprehensive Spending Review and whether these will fall to post 16 education. The first cut for 16-18 funding for 2014-15 is for 18 year olds. • The Principal provided an overview of the remit and role of the FE Commissioner David Collins who works across the Department for Business, Innovation and Skills (BIS), the DfE, SFA and EFA. • The Chair reminder all about the not using acronyms in meetings. <p>Budget The Principal explained that the budget for 2014-15 is a key factor if a college hits financially inadequate or educationally inadequate. F&HR is monitoring the College's performance. The Chair agreed that an item from the F&HR Committee report be brought forward. The Principal noted that the SFA had conducted an Accountability Review on the College in May 2013. The College received an unqualified report with an action plan for improvements. One action is to ensure that the Corporation is provided with full details of the Financial Health Notice of Concern the College was issued with on the 11 February 2013. This had been considered by the Corporation but no formal</p>	<p>Principal</p> <p>All</p>



minute had been recorded. The Principal read out details of the letter and a copy of the letter was included in governor's papers. The College has achieved satisfactory financial health for academic year 2012-13 but the notice requires a satisfactory grade for 2013-14 in order for the notice to be lifted. SLT is driving the proposals around the budget for 2013-14 to ensure this can be achieved. The Principal reminded governors that an inadequate financial rating would lead to intervention by the FE Commissioner.

State funding is performing well with one exception – 16-18 apprenticeships which are consistent with trends nationally. There are challenges with sub-contractors underperforming and with the College's direct delivery. The SLT has intervened quickly and has chosen to reduce projected income for 2013-14. This requires a saving of around £300k if enacted in December and which escalates by some £100k for every month that cost reductions are not made. Regrettably a small number of posts are at risk of redundancy. It has been a hard decision to act quickly in December and savings have been kept to a minimum with savings being kept out of curriculum posts where possible. The College is in the middle of a statutory consultation period and all staff have been invited to feedback and put forward alternative proposals to make the savings and the Principal extended this invitation to governors. The Vice Chair thanked the Principal for keep governors informed from the start of the process.

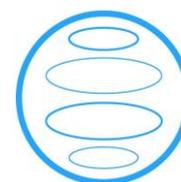
All

The Principal gave the VP EES and the VP Finance credit for intervening quickly with apprenticeships and subcontractor issues.

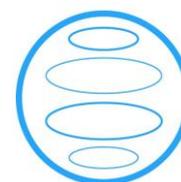
Governors considered the cost savings and asked what areas were currently being reviewed. It was noted that support area redundancies, freezing vacant posts and natural wastage were the current focus. The CQS Committee had provided the Principal with the strong view that the curriculum and service to learners is not affected prior to inspection.

Governors questioned the reasons for the loss of take up of apprenticeships. The Principal reported that nationally it has been a recurrent theme. All the new subcontractors were met last week and they performed very well but with the economic situation, high unemployment and the growth in 19+ apprenticeships the 16-18 levels have gone down this year and levelled off the year before. There is a saturated market with employers favouring older and more experienced apprentices.

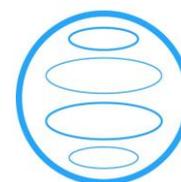
- The College had an unannounced mock inspection during week commencing 25 November. The results were strong and identified areas for improvement that are consistent with those identified in the Self-Assessment Report and by the Deputy Principal.
- Richard Moore, the Support to Improve Inspector made his final visit to the College on the 27 November. He met with various staff through the visit and fed back to the Principal, Deputy Principal, Chair and Vice Chair of Corporation. He was positive about the scale of improvement and the pace it had been achieved and highlighted areas of improvement to work on.



	<ul style="list-style-type: none"> • The College has completed the self-assessment of its performance for 2012-13. He explained the process throughout the College and governors focused on the Governance SAR and the SAR Moderation Panel. The validation panel proposed grades to the Curriculum, Quality and Standards Committee who agreed and recommended them to the Corporation for approval. Governors agreed it is a rigorous process. • The College is adopting a distributive model that devolves responsibility for Equality, Diversity and Inclusion (EDI) to each manager at levels 1,2, 3 and 4. SLT will steer policy, strategy and priorities. Performance will be monitored at monthly monitoring meetings by SLT, PPRs and at Mid Term Reviews. The Principal reported that Richard Moore was supportive of the model. The Chair noted that it is important that the Corporation has an EDI nominated governor who will play an active role in the advisory group. The CQS Committee will lead on setting of policy and strategy and will ensure that EDI is monitored through the PPRs. Governors proposed linking with the EDI item in the SAR to provide more depth to the section on the SAR. • Governors questioned whether it would be better to have other statements on EDI in addition to Pestalozzi to protect future reading of the report. The Deputy Principal noted that the College does a lot of work around EDI and agreed to liaise with the VP EES to rephrase the section of the SAR. • Governors asked that the Pestalozzi situation be added to the risk register. The Principal explained that the College is committed to having the next intake of students on the enhanced A Level and the College and Pestalozzi are working on provision together. • The importance of Student recruitment for increasing participation and budget. Open Evenings this term were well promoted and 1600 visitors attended both sites. Analysis from the Marketing Department will be sent through to governors. The next Open Evening is 14 January 2014. • Following visits by the SLT to Harlow and Isle of Wight Colleges it was agreed that neither college matched the requirements needed by SCCH. There are a few areas which are being looked at to be adapted by the College and the SLT will continue to look at models to suit the College. • A new Head of International has been appointed from overseas – Jeremy Oughton. He is working with the VP EES to reassess priorities. It is hoped he will bring many contacts and maximise income. A more detailed report went to F&HR in November and the strategy will be monitored by F&HR through the year. • The first draft of the agenda for the Away Day has been put together which contains strong issues for discussion. • SL reported on the significant changes for HE for 2014 and 2015 heightening risk and opportunity. It appears there will be an open competition for recruitment for 2015. An additional 30000 students has been agreed for September. <p>Governors noted the Principal's report.</p>	<p>All</p> <p>DP/VP EES</p> <p>VP Resources /Clerk</p> <p>F&HR</p>
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------

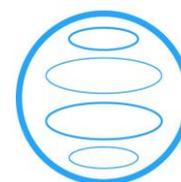


<p>13.</p>	<p>Strategic Plan 2013-15</p> <p>The Principal took the Strategic Plan as read. He reported that the 3 year plan has been refreshed and there is little significant change. Changes were explained as follows:</p> <ul style="list-style-type: none"> • Strategic Aim 1, Objective 3. Rephrased to emphasise improved and sustained success rates and progress into employment or further study. • The Plan brings forward need to continue to look at income generation. • Strategic direction and priorities remain the same with minor changes. <p>The targets for 2012-13 have been looked at by the F&HR and CQS Committee. Of the 19 targets 10 were achieved or exceeded. There were two narrowly missed targets – EDI and bringing down staff turnover. 3 targets were missed – 16-18 apprenticeships, International income and staff absence (target of 6.5 days absent per person per year and outcome of 7.6).</p> <p>The targets for 2013-14 and 2014-15 are all recommended for approval with the exception of target 2.2 which is to be confirmed following the synchronisation with Vertical Enterprise Partnership. Targets have been considered at committee level. It was noted that the picture will be updated once the Plan is approved.</p> <p>Governors questioned whether Objective 4 strategic aim 3 “Making a cost of living pay award from 2013-14 onwards” was managing expectations in the right way. The Principal reported that the report had been finalised before the concerns over apprenticeships had come to light. He stressed that the SLT would wish to pay when the budget allowed. Rather than remove the statement it was agreed to remove the reference to 2013-14. It was agreed it is a 3 year plan and taking objectives out part way through the plan was unhelpful as the College’s ambition is to have successful income generation.</p> <p>Governors asked for details on p.5 tables to be updated and the VP EES agreed to action.</p> <p>LB stressed it was important not to lose the narrative that informed the thinking or the College will lose sight of the original aims of the plan. He suggested it could be amended in year with an explanation and clear records of annual updates.</p> <p>RESOLVED: The refreshed plan and three year strategic targets for 2013-14 were considered and approved. Proposed: DG; Seconded: PF; CARRIED.</p>	<p>SLT VP EES</p>
<p>8.</p>	<p>Student Governors’ Report</p> <p>The Student President presented the item and provided governors with the latest version of the Annual Plan. Key areas covered included:</p> <ul style="list-style-type: none"> • Course Reps are elected in September and trained in October. In November there were 102 Course Reps with 110 expected by the end of the year. • The Student Council is made up of 14 elected students. • Curriculum forums are a chance for Course Reps to give feedback on the learning experience in their curriculum areas. Feedback this term has been positive with students praising teaching and learning, 	

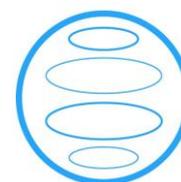


	<p>particularly in arts.</p> <ul style="list-style-type: none"> • Cross college forums are a chance for Course Reps to give feedback on cross College issues including the student experience facilities and resources. • Responses to feedback are posted on the “Your Shout” posters published 3 times a year. • Student Surgeries are held monthly and are an opportunity to discuss specific issues, for example English and maths. • Walks and talks give the opportunity to talk to all students generally and specific issues. • There are several surveys over the year including the induction survey at the start of the year and two teaching and learning surveys. These help with forward planning. <p>Governors asked about take up on the Course Rep role and the Student President reported there is competition for the roles.</p> <p>One governor reported on the feedback from the Learner Voice training session which highlighted the isolated position of Ore. He asked if student participation on the issue could be used to find ways of strengthening links. The Student President reported on Walks and Talks, drop in sessions and a potential Skype service for direct contact.</p> <p>One governor noted that he had been given feedback from the training session on the Learner Voice that there is confusion among students on how to complain at the College. Students are reluctant to speak to their tutors direct and were unaware of the complaints policy. He suggested this be included as part of the induction process. The DP explained that it is important students follow the process through their curriculum area with the complaints policy being the last resort. The Student Governor noted that students feel confused and sometimes uncomfortable making complaints to their tutor and are worried about the impact on their teacher. The DP reported that the Student Rep process is another avenue. The DP clarified that students should in the first instance speak to their tutor; if this is unsuccessful they should go through the Course Rep. She agreed to look at the processes with the Student President to strengthen induction throughout the year. It was noted that support for staff in handling criticism was important.</p> <p>The Staff Governor reported that managing complaints at the College is getting better. Different areas within the College are stronger at managing complaints and other areas are in the process of improvement.</p> <p>The DP explained how closely the Student President works with the SLT, with 121 meetings, a Student Conference in March, sessions with Course Reps and the SLT.</p> <p>Governors agreed the work of the Student President and the Council was extremely positive. They thanked him for the Learner Voice training session and asked for more opportunities to engage with learners.</p>	<p>DP/Student President</p> <p>Student President/Clerk</p>
<p>9.</p>	<p>Report from the Search and Governance Development Committee 02 October 2013</p> <p>The Chair of Finance and HR Committee (F&HR) Committee presented the</p>	

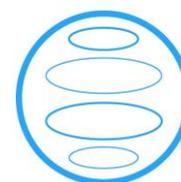
	<p>item in the absence of the Chair of Search and Governance Development Committee (SGD). He praised the Learner Voice Training Session before the meeting which gave the opportunity for governors to talk to the people that matter most. He suggested it is made a regular feature for next year. He reported on a number of items as follows:</p> <ul style="list-style-type: none"> • Governor self-assessment. This has worked reasonably well but is not fit for purpose and the SGD Committee will work on improving it for next year with changes in place for the summer term. The Chair noted that the Ofsted inspector had highlighted the importance of governor self-assessment. • Link Governor Scheme. Visits to faculty and support areas have taken place this term. Lesson observation training was run by Peter Harrison and some governors have visited lessons. • The Strategic Away Day will take place on the 31 January at Bannantynes, Hastings. • The committee continues to look at succession planning. Any suggestions for prospective governors should be brought forward to the SGD Committee. • The Principal noted that the outcomes of the Governance SAR are being reviewed and will be sent out by the Clerk. • The Chair noted the updated Governor Protocol for Link Visits and the importance of governors' following the process when visiting areas of the College. <p>The Committee proposed a change in the Student Governor category from ex-officio to in attendance for committee meetings from immediate effect. In discussion with the Student President it was agreed this would give student governors the opportunity to fully participate in committee business without the pressures of attending all meetings alongside their study and College commitments. Governors asked if the Student President was happy with the proposal and he confirmed he was.</p> <p>RESOLVED: The change in the Student governor category from ex-officio to in attendance for committee meetings was considered and approved. Proposed: KM; Seconded: PF; CARRIED.</p> <p>The Committee considered the reappointment of Vic Kempner for a further 4 year term of office. Governors agreed that he was a great asset to both the Corporation and College providing support and commitment and unanimously approved the recommendation.</p> <p>RESOLVED: The reappointment of Vic Kempner for a further 4 year term of office from 02.02.14-01.02.18 was approved. Proposed: KM; Seconded: DS; CARRIED.</p>	<p>Student President/Clerk</p> <p>SGD Com</p> <p>All Clerk</p>
<p>10.</p>	<p>Report from the Audit Committee 13 November 2013</p> <p>The Chair took the report as read and asked governors if there were any areas they wished to discuss further. He highlighted a number of key points as follows:</p> <ul style="list-style-type: none"> • The Audit Committee is suggesting to re tender Internal and External Audit at the meeting in March 2014. <p>(SL departs)</p>	



	<ul style="list-style-type: none"> Internal Audit Report Year Ended 31 July 2013 produced by RSM Tenon. The report gives an unqualified internal audit opinion for the year. No significant issues were identified and only 2 low grade recommendations were raised. The Committee recommended the report for approval. <p>RESOLVED: The Corporation considered and approved the Draft Annual Internal Audit Report for year-end 31 July 2013 Proposed: RD; Seconded: DG; CARRIED.</p> <p>It was agreed that the External Auditors' Report and management letter would be dealt with under item 11 as they are integrally linked with the Financial Statements. The Audit Committee had noted that there were no matters of concern and the audit had concluded that College is a going concern.</p> <p>The Corporation noted that the Annual Report of the Audit Committee had been circulated via email and copies were tabled at the meeting. The Chair noted that it is an annual report of items considered at Audit Committee meetings through the year and recommended it for approval.</p> <p>RESOLVED: The Corporation considered and approved the Annual Report of the Audit Committee. Proposed: RD; Seconded: DS; CARRIED.</p> <p>Governors considered the recommended updated terms of reference for the Audit Committee and the Vice Chair asked for details of changes. The Clerk reported that updates were made in line with the release of the Joint Audit Code of Practice Part Two. Other changes were the removal of the Function of the Internal Audit which had been appended to the terms of reference. Due to the removal of the statutory requirement for an internal audit service the committee had agreed to remove this section.</p> <p>RESOLVED: The Corporation considered and approved the updated terms of reference for the Audit Committee. Proposed: TC; Seconded: MM; CARRIED.</p>	
11.	<p>Report from the Finance and Human Resources Committee 25 November 2013</p> <p>The Chair took the report as read and updated governors on the following areas:</p> <ul style="list-style-type: none"> Reference to the letter from the SFA dated 11th February 2013 setting out the Financial Health Notice to Improve. He asked governors if they had received adequate detail from the Principal's reference to the letter and it was agreed it had been considered in some detail. Governors noted the October 2013 Management Accounts. The Chair reported that the College is still projecting a surplus for the year end and that is noted in the October accounts. The implications of apprenticeship downturn had been considered in detail at the meeting with full reports from the VP Finance and VP EES The College year-end audited accounts 2012/13 including financial statements and external auditors' management letter had been considered in detail by the committee and it was noted that it is a very comprehensive report. The committee had proposed a number of 	

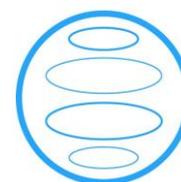


	<p>updates to the accounts including the details of the College solicitors and their length of service and consistency in the wording of Corporation committees. The External Auditors Report has been considered in detail and recommended by the Audit Committee for inclusion in the report. The VP Finance confirmed that all recommendations from the committee had been dealt with. Governors considered and approved the recommendation.</p> <p>RESOLVED: The Corporation considered and approved the College year end audited accounts 2012/13 including financial statements and external auditors' management letter. Proposed: KM; Seconded: PF; CARRIED.</p> <ul style="list-style-type: none"> • The Sale of Pyke House (confidential item) • The Chair noted that there are no updates to the Financial Regulations and recommended approval of the policy for 2013-14. <p>RESOLVED: The Corporation approved the Financial Regulations for 2013-14 Proposed: KM; Seconded: SW; CARRIED.</p>	
<p>12.</p>	<p>Report from the Curriculum, Quality and Standards Committee 28 November 2013 and subcommittee on 10 October 2013</p> <p>The Chair took the report as read.</p> <p>He noted that Vicki Morton, Head of Student Services is leaving to go to Grimsby Institute. The College has received an Outstanding outcome from Ofsted in safeguarding and the committee had received an update from the Head of Student Services and the link governor for safeguarding. He noted the changes to the Safeguarding Policy and governors agreed with the recommendation to approve the updated policy.</p> <p>RESOLVED: The Corporation approved the updated Safeguarding Policy Proposed: PF; Seconded: DG; CARRIED.</p> <p>The College Self-Assessment Review (SAR) 2012-13</p> <p>Governors noted the significant successes of the college and the fast paced progression the College had undergone over the last year which is reflected in the SAR. Richard Moore and the external validators had both noted that the positive progress far outweighed the areas still requiring improvements. The DP reported how the College has made significant improvements in terms of learner outcomes and pointed governors to p18 of the SAR on Impact in 2012/13 with data on success rates and to the cover of the SAR "Being Remarkable Improving the Quality of our Outcomes".</p> <p>The DP and governors considered the SAR in detail and areas considered included:</p> <ul style="list-style-type: none"> • The fast pace of improvement has come to the attention of the sector and colleagues are asking to visit the College to find out more. • Ofsted had been concerned with long course success rates at advanced level. They are significantly improved showing a very positive result going into inspection. • Adult performance is above provider rate. • Functional Skills has improved by 12% but still below national average and shows positive improvement. • Work Based Learning required improvement and is now just above 	



provider rate at 85%.

- Apprenticeships held a strong improvement rate, although the performance did dip with an overall success rate of 80% and a timely success rate of 70%.
- Foundation Level retention was a key improvement requirement from the SAR. Retention has improved 11% to 93%.
- GCSE is 5% above the provider average at 88% science notwithstanding
- A level has improved at 8% above the provider average (89%). AS level is 8% above the provider average at 83%. Governors agreed the results are outstanding in terms of improvement.
- Science and Math's results are outstanding.
- SSA 14, Cross College Functional Skills now stands at 16% above the provider average.
- In terms of Value Added the College is in dispute with the DfE around its data. For ALICE the College is now in the top 10% of the country for A Level provision.
- Outcomes for learners are good and in some instances outstanding. It was agreed at the validation to leave the grade as good because the provider rate being used is from 2011/12 and any increase in the 2012/13 figure will affect the SAR.
- Governors scrutinised the data on p.19 and agreed that Quality of Teaching, Learning and Assessment and Leadership and Management were both good. Because of rate of improvement and significant outcomes the College would have a strong case for grading governance and management as outstanding but agreed with the validation's panel grading of good.
- A table of 20 amendments was provided to governors explaining updates agreed at the validation panel and CQS Committee. Following advice of the lead inspector a 7 page executive summary cross referencing headings to details in the SAR would be compiled.
- Governors focused on p.42 on Overall Effectiveness and praised the focus on learners. It was noted that further work on attendance was being undertaken. Governors considered the gender gap for adults on short courses and the College's identification of it and action to improve. It looked at the action to improve and enhance the value added performance at level 3. Improving the development and confidence of teaching staff in the embedding and delivery of English and maths skills and E&D and the use of ILT was considered. The results from the Mock Inspection had highlighted the same areas for improvement and it was agreed it was positive that the SAR and inspection had correlated areas for improvement.
- A key addition to the SAR is the comparison between Learning, Teaching and Assessment and the impact of performance management. (p.80). It was agreed the tracking of new teaching staff in terms of performance management was a useful tool in assessing and monitoring overall learning, performance, describing how it takes place and the impact it has.
- The Principal is currently reviewing and updating the Leadership and



	<p>Management section.</p> <ul style="list-style-type: none"> Governors considered the section on the standard of learner work, their progress and Value Added (p.55-56) and noted the positive progress in the reduction of the gap between the requirements of the examinations and learner performance in 2012/13. The DP highlighted the need for further embedding and improvement at subject level to ensure students receive appropriate guidance on how they can improve further and achieve their potential. <p>The DP reported that the external validators had commended the SAR for its accessibility and depth of detail and felt it told a very good story of the College's improvements in 2012-13 and demonstrated real progress for Ofsted. The Chair highlighted the pace of change and the work that has been done by the DP and her team and congratulated them for their hard work. The Chair of CQS commented on the lead inspector's view that if there was a separate grade for governance she would have graded it as outstanding. The DP reported that the SAR will be revised with data against the national averages when available. She reported that Value Added data is in dispute and further details would follow when the matter had been resolved. It was unclear to date how the DfE would report. DP and governors agreed that they wanted to see accurate reporting of what the College had delivered in the time frame. The DP noted that the College now has a stronger MIS department which is currently verifying entry qualifications data from last year to ensure it was entered accurately. It was noted that the College is one of a number who are in dispute with the DfE over Value Added scores.</p> <p>After full consideration the Corporation approved the College SAR for 2012/13 and the key judgements: Overall effectiveness – 2 Outcomes for learners – 2 Quality of teaching, learning and assessment – 2 Effectiveness of leadership and management - 2 RESOLVED: The Corporation approved the College Self-Assessment Review 2012-13. Proposed: KM; Seconded: SH; CARRIED</p>	<p>DP&CEO</p>
<p>14.</p>	<p>Information from the Clerk The Clerk noted the Calendar of Corporation and Committee meetings for 2013-14 which includes Walk and Talks led by the Student President and a change to the F&HR Committee meeting date. The Clerk noted that visits to faculty and support areas had not yet been booked for the summer term and governors were welcome to propose areas they were interested in visiting. The Chair of F&HR noted that the calendar for 2014-15 had normally been issued by this period of the year and the Clerk agreed to put together and circulate. The Cycle of Business for Corporation and Committees for 2013-14 was noted.</p>	<p>All Clerk</p>
<p>15.</p>	<p>AOB A governor noted that he had been passed a complaint about the food offer and lack of wheat and gluten free meals in the College. The Principal agreed to follow up.</p>	<p>Principal</p>

	<p>The Chair wished all governors a happy Christmas and new year. He noted the College Carol Concert being held at 18.30 and the Supported Education Christmas Concert on the 18 December which all governors are invited to attend.</p>	
	<p>Meetings for 2013-14 Strategic Away Day: 31 January 2014 (08.30 start) (After note: moved to 27 June 2014 due to Ofsted inspection) Corporation Meetings: 19 March 2014; 30 April 2014; 2 July 2014. (13.00 start for training and 14.00 start for meeting)</p>	

Meeting closed at 16.15

Attendance for 2013-14: 97%
 Meeting length: 2hrs 15mins