

# CORPORATION OF KIDDERMINSTER COLLEGE

## Minutes of the Corporation Meeting held on Thursday 6<sup>th</sup> October 2011 at 17.30 hours

**C 1267 Present** David Cory, Chair  
Derek Arnold  
Lucy Bennett  
David Chipp  
Joanna Corfield  
Adrian Davis  
Andy Dobson  
Sonia Farnaby  
Stella Hammond  
Sandra Hickman  
Matthew Terry  
Karen Stevens  
Carol Warren

**C 1268 Quorum** 6

**C 1269 In Attendance** Christine Braddock, Birmingham Metropolitan College  
Tony Dennant, Birmingham Metropolitan College  
Angharad Hale, Clerk to the Corporation  
Derek Harrison, Director of Resources  
Andy Higgs, Jones Lang LaSalle  
Tim Mason, Director of Business, Innovation & Skills  
Anna Place, Director of Learning  
John Starmer, Birmingham Metropolitan College  
Adrian Ward, Director of Curriculum & Performance

**C 1270 Apologies** Mark Garnier  
Jonathan Grice

### **C 1271 Declaration of Members' Conflict of Interests**

David Cory declared an interest as his son-in-law is an employee of the contractors for the building project, but not involved in the current contract with the college.

### **C 1272 New Appointments**

#### **i) Externally appointed governors**

The Chair welcomed the 4 external governors appointed at the July Corporation meeting.

#### **ii) Staff Governor**

The resignation of Annie Conway-Petr was noted. David Chipp was welcomed as a new staff governor.

### **C 1273 Presentation from Birmingham Metropolitan College**

Christine Braddock, Principal, Birmingham Metropolitan College carried out a presentation for governors outlining proposals for a potential strategic partnership between the 2 institutions linked to the lease and refurbishment of

the Piano Building. The presentation included background information, strategic ambitions / intentions and market research carried out in conjunction with KPMG. Proposals, including possible curriculum areas were outlined but have not been worked out in detail. Preliminary discussions have taken place regarding curriculum proposals with members of Kidderminster College SMT.

Governors had a number of queries and did not feel able to commit to moving forward with proposals without further information. It was strongly felt that the Board should have an involvement in the process of determining the best model for any such strategic partnership.

Christine Braddock and her team were thanked for their time and presentation. The issue was discussed further under item 1276 (vi).

*At this point in the meeting S Hammond and SMT members left.*

### **1274 Building Project Update**

*D Cory withdrew from discussions and handed the chair to the Vice-Chair.*

Andy Higgs, Jones Lang LaSalle, was present to discuss progress on the building extension. An update report was tabled outlining reasons for the delays to the project.

Attention was drawn to section 2, programme dates. It was noted that there is no contractual reason for the delay beyond the additional ground works carried out, therefore liquidated damages would apply from 23<sup>rd</sup> September.

Daily site visits have been introduced by Jones Lang LaSalle to monitor progress with observations being documented and sent to the contractor. It was confirmed that communications had been sent at ISG Director level to express dissatisfaction at the level of service. It is hoped these measures will exert pressure on ISG to complete the works as quickly as possible.

Governors queried whether serious consideration had been given to replacing ISG as the main contractor to complete the project. It was explained that cost implications and the further time delay involved in such an action would have been prohibitive. It was confirmed that the quality of the work was acceptable. The view had been taken that it was better to get the works completed before attempting to claim any compensation.

It was suggested that a strategy for recovering any compensation due should be devised in the meantime, with advice from Jones Lang LaSalle as to how the college should prepare its case.

It was agreed that the Finance & Personnel Committee would consider the matter further at its next meeting.

*At this point in the meeting K Stevens left and D Cory resumed the chair.*

### **1275 Minutes of Meeting Held on 7<sup>th</sup> July 2011**

The minutes of the meeting held on 7<sup>th</sup> July 2011, having been circulated, were agreed and signed by the Chair.

## **1276 Matters Arising**

### *i) Key Performance Indicators – Summary Report for 2010/11*

Details having been circulated, it was noted that this item was discussed in detail at the Search Committee.

It was agreed that responses indicated a lack of confidence from governors in terms of the knowledge areas. It has been suggested that governors identify topics which could be included as short briefings at the start of Corporation meetings. A half day event is also proposed for governors, discussed further under item 1276 (v).

### *ii) Updated Committee Members list / Contact list*

Updated versions of both documents were tabled. Further amendments to the contact list were passed on to the Clerk.

### *iii) Equality & Diversity Link Governor*

It was confirmed that Joanna Corfield will undertake this role, with Lucy Bennett as her deputy.

### *iv) Student Governors 2011/12*

It was noted that this item was discussed in detail at the Search Committee. At the date of the meeting, there had been little response to initiatives taken to attract student governors. However, an interested student had come forward prior to the meeting and this interest will be followed up by the Clerk.

### *v) Curriculum Visit*

A half day event for governors is proposed, to include a short briefing and the opportunity for governors to see the college on a normal working day. It was felt that this would be beneficial for staff and governors as a first step in developing curriculum links.

It was confirmed that governors would prefer a morning session in the latter part of the week.

### *vi) Strategic Planning*

It was felt that in light of the approach from Birmingham Metropolitan College, it is essential for the Board to ensure that its own strategic thinking is clear. Many fundamental details regarding the proposals are yet to be agreed and it was felt that the all possible options need to be considered.

It was agreed that a working group of governors should be set up to meet with SMT in the near future, dates to be agreed following the meeting.

## **C 1277 Principal's Report**

Details having been circulated, it was noted that the position on last year's performance in terms of recruiting students against college targets is subject to a funding audit, which was taking place at the date of the meeting.

It was noted that the Business Development Unit ended the year in a strong position in terms of contract performance. Apprenticeships are also in a sound position.

Enrolments for this academic year have shown a shortfall in 16-18 year old recruitment, however, the gap had slightly closed since the date of the report.

It was noted that it may be possible to allocate all costs associated with the organisational restructure in last year's budget as all Compromise Agreements had been signed prior to the 31<sup>st</sup> July 2011. The restructure process has now been completed and the second phase, relating to staff competencies, is now being rolled out across the college.

As outlined in the report, there is a strong possibility that the Notice to Improve will be lifted in January.

The appendix to the report regarding regulation of FE Colleges was briefly discussed. There are no recommendations to follow at this point in time, but it was noted that the possible reclassification of colleges as public sector bodies would create a significant amount of additional work in terms of financial reporting. No queries were raised.

#### **C 1278 Capital Grant**

Details having been circulated, it was noted that details of the expenditure plan would go to the next Finance & Personnel Committee meeting. It was agreed to delegate spending decisions up to the value of £500K to the Finance & Personnel Committee.

Governors agreed to the college confirming acceptance of the SFA grant of £100K, proposed by the C Warren and seconded by D Arnold.

#### **C 1279 Operating Statement 2011-12**

Details having been circulated, the Principal noted that the document was a draft, subject to governor's approval. It was agreed that item 3e should be reworded as 'potential' partnership. D Cory proposed approval of the document, seconded by S Hickman.

#### **C 1280 Health & Safety Annual Report 2010-11**

Details having been circulated, the Director of Resources highlighted key sections of the document. Under 'Key Areas for Improvement', it was noted that the college were unhappy with the arrangements put in place by the contractors in terms of fire risk.

The Chair recorded thanks to the Director of Resources for producing the report. No queries were raised.

#### **C 1281 Any other Business**

A list of training for governors available from both AoC and LSIS was tabled.

#### **C 1282 Date of Next Meeting**

Thursday 15<sup>th</sup> December 2011 at 17.30 hours.

The meeting closed at 20:40 hours

Chair \_\_\_\_\_ Date \_\_\_\_\_