



TRURO AND PENWITH COLLEGE CORPORATION



Minutes of the Corporation meeting
held on Wednesday 26 June 2019 at Truro College

Members: Mrs K Ashworth, Mrs L Batchelor, Ms A Burlton, Mr D Collins, Mr R Crossland (Chair), Ms B Duff, Dr J Lander, Ms B Michael, Sir Robert Owen, Mrs S Sanderson, Dr E Sheridan, Ms D Skinnard, Mr D Walrond (Principal), and Mr K Wilson

Also Present: Mr M Arnold (Director of Quality), Mrs C Mewton (Director of Studies) (Clerk), Mr D Houghton (Director of Finance), Mr A Stittle (Director of Teaching and Learning), Mr M Tucker (Director of Penwith College) and Mr M Wardle (Director of Curriculum).

Apologies: Ms J Cashmore (Director of Operations), Mr P Callen, Mrs J Woodhouse, Mrs E Seward-Adams, and Mrs E Winser (Chair), and Mrs A Winter.

Item	Discussion/Decision	Action
19/19	The Chair (Mr R Crossland) welcomed Mr Robert Townsend as an observer to the meeting. The Corporation agreed that Mr Townsend will join the Governing body on 1 August 2019.	
19/20	Election of Chair See 19/20 in Confidential Business.	
19/21	Minutes The minutes of the meeting held on 27 March 2019 were APPROVED and signed as a correct record subject to a minor amendment to 19/10 'reported'.	
19/22	Matters Arising There were no matters arising.	
19/23	Chair's Business The Chair reminded Governors of the following: <ul style="list-style-type: none"> • Graduation Ceremony on Friday 18 October 2019 at Truro Cathedral • PREVENT training session by Salam Katbi (National HE/FE PREVENT Lead) on 1 November at Truro • Training for 'Paperless' – 23 September at 3.30 pm (Governors and SMT) 	

19/24 Principal's Report

The Principal presented his report and a wide range of issues were discussed further, including:

- **Chronic Long Term Funding**
The financial position remains extremely challenging
- **Augur Review**
A lobbying letter has been sent to the DfE from every FE leader in England (203 in total)
- **T Levels and IoT**
We are the only Cornish provider for both of these initiatives
- **FEC Review of Post 16 Provision in Cornwall**
A further update was provided by the Principal (see Confidential minute 19/25)
- **High Needs Provision**
The College has a reduced curriculum offer for High Needs students due to a lack of Government funding. Some families are very unhappy with the decision but we cannot run provision where there is no funding
- **TPAT**
It was very pleasing to note that Jenny Blunden, CEO of TPAT, has received an OBE for her work
- **New Course Developments**
Excellent news was received that the College has been successful in bidding to run the Nursing Associate Programme for RCHT
- **Premises**
The Director of Penwith provided an update on the development of the Stadium
- **Student and College Activities**
Examples of recent activities, trips and sporting events highlighted the wide range of varied student and College activities

Governors NOTED the report and College statistics with interest.

Confidential items 19/20 and 19/25–19/29 are separately minuted.

PART II – Reports and Recommendations	Action
<p>19/30 30.01 Search & Governance Paper</p> <p>The Chair updated the Corporation on recent approaches to potential new Governors.</p> <ul style="list-style-type: none"> • It was RECOMMENDED to adopt the HE Code of Governance – APPROVED • A nominee to join the College Board of Studies for Higher Education was recommended by Search & Governance. Any interested Governor to contact Andy Stittle • Academic Freedom of Expression Policy – APPROVED • Senior Post Holder Remuneration Policy – APPROVED • The Corporation were asked to consider the appointment of three trustees to TPAT - Mr James Green, Mrs Julie Keyes and Mr Jeremy Dunn – APPROVED <p>30.02 Finance & General Purposes Committee</p> <p>The Chair summarised the main points from the meeting.</p> <p>19/40 The Principal of Callywith updated the Corporation on the developments of an access road at Callywith in relation to a proposed housing development. Further details to be presented at a later meeting.</p> <p>30.03 Employment & Business Policy Committee</p> <p>There was nothing to report in addition to the minutes presented. The Corporation received and NOTED the minutes.</p> <p>30.04 Teaching, Learning & Assessment Committee</p> <p>The Corporation received and NOTED the minutes. The Chair highlighted the main points of the meeting including:</p> <ul style="list-style-type: none"> • High student retention figures • Very positive student destination data • The Safeguarding Statistics and sad news of three unrelated student deaths in March 2019 <p>The Chair thanked the Director of Quality for his tremendous contribution to the College and wished him well in his retirement.</p> <p>30.05 Audit Committee</p> <p>The Corporation received and NOTED the minutes of the recent meeting. There were no concerns raised by either the internal or external auditors.</p>	

19/31	<p>Staff Pay Proposals</p> <p>The Principal updated the committee members on the discussions which took place at the Employment & Business Policy meeting and at the Finance & General Purposes meeting.</p> <p>The Corporation noted and regretfully ACCEPTED the recommendation that a pay award was unaffordable.</p>	
19/32	<p>Risk Management Annual Report 2018/19 and Risk Management Plan 2019/20</p> <p>The Director of Finance presented this annual report which had previously been thoroughly discussed by the Audit Committee.</p> <p>The Corporation APPROVED the report and plan.</p>	
19/33	<p>Internal Audit Plan 2019/20</p> <p>Governors were updated on the Internal Audit Plan for the forthcoming year.</p> <p>The Corporation APPROVED the Internal Audit Plan for 2019/20.</p>	
19/34	<p>Truro & Penwith Academy Trust Update</p> <p>The Chair updated the Corporation on a number of national issues in relation to Academy Trusts. Three schools have recently joined TPAT making 28 in total.</p>	
19/35	<p>Callywith College Trust Update</p> <p>The Callywith Chair reported on recent activities and developments including:-</p> <ul style="list-style-type: none"> • A recent board meeting had taken place with valuable inputs from parent Governors • A restructure of the management team has taken place with a layer of middle managers being introduced • The senior team comprises of three members – Principal, Assistant Principal and Business Manager • Student numbers have seen a significant increase since opening – Year 1 330, Year 2 720, Year 3 950 (potentially) • The first set of results will be published this summer • An expectation of an Ofsted visit in 2019/20 as this is the third year of operation 	
19/36	<p>Review of Committee Terms of Reference</p> <p>36.01 Search & Governance – no changes proposed. APPROVED</p> <p>36.02 Chairs' Standing Committee – no changes proposed. APPROVED</p>	

	<p>36.03 Finance & General Purposes Committee – no changes proposed. APPROVED</p> <p>36.04 The changes to the Terms of Reference for the Self-Assessment Working Party were NOTED and APPROVED.</p>	
19/37	<p>Annual Report of the use of the Corporation Seal for 2018/19</p> <p>The annual report was NOTED by the Corporation.</p>	
19/38	<p>Any other business</p> <ul style="list-style-type: none"> • The Chair thanked the Student Governors for their very valuable contributions over the year. The students, in return, felt this had been a really valuable experience. • Thanks was given to Dr John Lander for his outstanding contribution to the Corporation over many years. The members wished him well for the future. • Thanks were given to the Director of Quality for his outstanding contribution to the College since its inception in 1993. Members wished him well for his forthcoming retirement. 	
19/39	<p>Date of next meeting</p> <p>The Committee would next meet on Wednesday 2 October at 4.30 pm at Truro College.</p>	