



TRURO AND PENWITH COLLEGE CORPORATION



Minutes of the Corporation meeting held at Penwith College on Wednesday 2 October 2019

Members: Mrs K Ashworth, Mrs L Batchelor, Mr P Callen, Mr D Collins, Mr R Crossland (Chair) Sir Robert Owen, Ms S Russell, Mrs S Sanderson, Mrs E Seward-Adams, Dr E Sheridan, Ms D Skinnard, Mr R Townsend, Mr D Walrond (Principal), Ms K Wells and Mr K Wilson

Also Present: Mrs L Bradley (Director of Quality), Ms J Cashmore (Director of Operations), Mr S Cryer (Finance Director), Mrs C Mewton (Director of Studies), Mr A Stittle (Director of Partnerships), Mr M Tucker (Director of Penwith College) and Mrs A Winter (Clerk to the Corporation)

Apologies: Mrs J Woodhouse

Item	Discussion/Decision	Action
19/44	Welcome The Chair welcomed new governors members of the Senior Management Team to their first meeting.	
19/45	Appointment of Student Members for 2019/20 The Corporation APPROVED the appointment of: (i) Katelyn Wells as the Truro FE Student Member of the Corporation and of the Teaching, Learning and Assessment (TLA) Committee for 2019/20. (ii) Shannon Russell as the HE Student Member of the Corporation and of the TLA Committee for 2019/20.	
19/46	Register of Members Interests and Confirmation of Eligibility Members were reminded of the requirement to ensure the details set out in the Register of Members' Interests for 2019/20 remained correct and to confirm ongoing eligibility to serve as a governor by completion of the relevant eligibility declaration.	Governors to notify Clerk of changes
19/47	Chair's Business The Chair reported that: <ul style="list-style-type: none"> • he had resigned from his position as Trustee for the Truro and Penwith Academy Trust • the College's graduation ceremony would be taking place on Friday 18 October and all governors were invited to participate in the academic procession • the planned training session by the National FE/HE Prevent Lead on 1 November had been cancelled • a further e-governance training session was being arranged 	

	<ul style="list-style-type: none"> • the Governors' Conference would be taking place on 22/23 November 2019 and governors were asked to confirm attendance • skills audit and self-assessment questionnaires had been distributed for completion by all governors • initial feedback from the meeting with the external advisor as part of the HE Governance Review had been positive and would be reviewed in greater detail by the HE Quality Assurance Group • Michael Cooper had been due to join the governing body from 1 August 2019, but as a result of the extension of his term as Chair of the Peninsula Learning Trust (PLT) the appointment had been deferred until his role with PLT ended. <p>Governors also noted that on behalf of the Corporation, the Chair had APPROVED:</p> <ol style="list-style-type: none"> I. the secondment of Lucy Maggs (Director of Teaching and Learning) to Callywith College until 31 August 2020 to act as deputy to Dr Jon Grey (Principal) II. signing of the capital agreement for the Institute of Technology. <p>The Corporation APPROVED a recommendation put forward by the Chair, on behalf of the Search & Governance Committee, to appoint Linda Batchelor as the Chair of the Remuneration Committee with immediate effect (to enable Lizzie Sheridan to relinquish the role as a result of her appointment as Vice-Chair of the Corporation).</p>	Governors to RSVP and return questionnaires to Clerk
19/48	<p>Principal's Report</p> <p>The Principal provided an update on national and local issues including the Chancellor's announcement on 31 August 2019 of a funding package of £400m for FE as part of the spending round for 2020/21. Whilst the additional funding would include an increase in the 16-18 core funding rate, it would not be sufficient to address the long term under-funding and was only for one year. An additional concern was the 20% pay gap between lecturers in colleges and school teachers which impacted on staff retention and recruitment.</p> <p>The 'Love Our Colleges' week (14-18 October) led by the Association of Colleges was part of a campaign to raise the profile of colleges and bring attention to the funding issues.</p> <p>The Corporation was pleased to hear that the enrolment process had gone well and despite substantial growth at Callywith College, this was not matched by a fall in the numbers at Truro. HE recruitment for 2019/20 was encouraging and was slightly above expectations.</p> <p>Members noted the premises projects successfully completed over the summer, which included the completion of a new synthetic turf pitch and additional study centre facilities at Truro. Radon management work had been undertaken at Penwith and on all sites a programme of maintenance and redecoration had been completed.</p> <p>Governors NOTED the wide range of student and college activities during the summer months and College statistics with interest.</p>	

19/49	<p>Minutes</p> <p>The minutes of the meetings held on 26 June and 8 August 2019 were APPROVED and signed as a correct record.</p>	
19/50	<p>Matters Arising</p> <p>50.01 Judicial Review (Minute 19/43.03)</p> <p>Governors noted the outcome of the judicial review launched by families to challenge Cornwall Council's decision on funding for high needs students. The level of funding had been restored to 5days/week in four cases from 2020/21 and decisions in other cases had been deferred to the beginning of December. The necessary adjustments to the education programme were being made.</p>	
19/51	<p>Finance Matters</p> <p>51.01 Quarterly Review of College's Financial Position</p> <p>The Corporation received a review of the College's Financial Position for the period from 1 August 2018 to 31 July 2019. Members noted that the end of year accounts were 'draft' at this stage as invoices relating to the 2018/19 financial year were still being received and processed. As a result of variations to expected income and expenditure as well as a range of efficiency savings there had been a reduction in the projected end of year deficit.</p> <p>Cashflow projections for the coming two years remained positive.</p> <p>Governors CONCLUDED that overall the College was in good financial health and agreed that, based on the evidence provided, the continued solvency and safeguarding of assets remained satisfactory.</p> <p>51.02 Annual Report on the Payment of Expenses to Members</p> <p>A summary of the course/conference fees and travel/subsistence expenses for governor activities during 2018/19 was presented. The Corporation NOTED that expenditure remained very low at £900 (not including the annual conference), compared to £1,491 in 2017/18.</p>	
19/52	<p>Update on Current Risks</p> <p>The Principal highlighted the current key risks:</p> <ul style="list-style-type: none"> • <u>Funding</u>: Funding issues were being highlighted during the 'Love Our Colleges' campaign and the Chancellor was being urged to address the disparity between pre-16 and post-16-18 funding. • <u>College Finances</u>: Despite the recent funding announcement, the budget for 2019/20 would be very tight and a failure to achieve the efficiency savings necessary to remain within budget remained a key concern. • <u>Staff Recruitment and Retention</u>: Higher pay offered by schools and other sectors was a continuing concern for recruitment and retention. 	

	<ul style="list-style-type: none"> • <u>FEC Review and Transfer of Callywith College</u>: The ongoing negotiations following the FEC's review and non- transfer of Callywith to Truro and Penwith College (TPC) was hampering the future strategy and further development of both Colleges. • <u>Ofsted Inspection of Callywith College</u>: Callywith was expecting a full Ofsted inspection during 2019/20 and the outcome could have reputational risks for TPC. <p>The Corporation NOTED the key risks identified and the action to mitigate those risks.</p>	
19/53	<p>Reports from Corporation Standing Committees</p> <p>53.01 Finance and General Purposes Committee</p> <p>The Corporation received and noted the minutes of the meeting held on 1 July 2019.</p> <p>53.02 Employment Policy Committee</p> <p>The minutes of the meeting held on 23 September 2019 were awaited and would be reported to the next Corporation meeting.</p>	
19/54	<p>Truro and Penwith Academy Trust (TPAT)</p> <p>The Corporation noted that TPAT was continuing to do well with ongoing growth and success.</p>	
19/55	<p>Callywith College Trust</p> <p>The Callywith College Chair summarised the latest position and reported that:</p> <ul style="list-style-type: none"> • further substantial growth had been achieved this year with 1110 enrolments, well over the DfE's Planned Admission Number (PAN) of 855 and budget estimate of 950 • around 48% of learners were registered on A Levels and 52% on diplomas • the summer examination results were excellent with very strong performance in A Levels and vocational qualifications • the opportunity for further growth and curriculum diversity at Callywith was restricted by the College's current designation as a free school/academy trust. 	
19/56	<p>Any Other Business</p> <p>56.01 Safeguarding Update</p> <p>An information leaflet summarising the governing body's safeguarding role and responsibilities had been circulated and was NOTED by Governors.</p>	
19/57	<p>Date of Next Meeting</p> <p>The Corporation would next meet at 4.30pm on Wednesday 11 December 2019 at Truro College.</p>	All to note
PART II – Confidential Business		
	Confidential items 19/58 – 19/64 are separately minuted.	