

# THE SIXTH FORM COLLEGE, SOLIHULL

## Corporate Board

Minutes of a meeting held on Tuesday 9 February 2016 at 5.00pm.

**Present:** Alan Price [Chair], Katie Chester [Vice-Chair], Paul Ashdown, Duncan Bryson, Abid Butt, Katie Chester, Neal Clements, Fiona Dennis-Stephens, Peter Farrow, Adill Hadi, Luke Millard, Rona Miller, David Munton, Tracie Padro, Jack Redfern, Karen Sherwood, Asa Walker

**Clerk:** Janice Hamilton

**Secretary:** Janet Parkes

**In attendance:** Clare Sutton [Director of Finance], Martin Sullivan [Vice-Principal], Elizabeth Baker [Assistant Principal] & Joe Wright [Curriculum Leader for Natural Sciences] for item 3

**1 Apologies** for the meeting were received and accepted from Russell Beale-Burchell, Abbie Lenihan and Christine Quinn. Abid Butt will need to leave the meeting at 5.45pm, and Katie Chester at 6.30pm.

### **2 Declaration of Interests**

The Clerk must be informed of any changes to members' declaration of interest form as and when a change takes place. Governors must declare the nature and extent of any financial and personal interest in any agenda item and must take no part in the consideration of that item or vote on any question with respect to that item, or form part of the quorum. Governors must withdraw where requested to do so by a majority of the members of the Board present at the meeting.

The Chair informed the meeting that the Clerk attends all Board and Committee meetings. If she is requested or required to answer questions or to present a paper in her role as Vice-Principal, a Temporary Clerk will be appointed for that part of the meeting.

*Resolved:* Duncan Bryson declared an interest as he is the NUT representative on the Joint Staff Group; Abid Butt declared an interest in item 6 as he is a Principal within the Ninestiles Academy Trust; Fiona Dennis-Stephens declared an interest in item 6 as she is employed by Bourneville College; Janice Hamilton declared an interest in item 12 if she is required to answer any questions as she had prepared the document Update on Curriculum Reform in her role as Vice-Principal.

Governors noted the College Mission and guidance on presentation of papers. The Chair reminded governors that it was important that they had read their papers prior to the meeting as this helps to move through the agenda quickly and efficiently.

### **3 Presentation: Progress in Physics**

Joe Wright and Elizabeth Baker were welcomed to the meeting. Joe Wright gave a presentation on progress with Physics. Confidential item, minuted separately.

Alan Price on behalf of the Board thanked Joe Wright for his impressive presentation. Neal Clements was appreciative of the frankness of the presentation.

5.40pm Elizabeth Baker and Joe Wright left the meeting.

5.41pm Abid Butt left the meeting.

**4 Minutes of previous meeting** held on 15 December 2015 were agreed and signed.

## **5 Matters arising**

Item 14, Review of the Meeting: the Clerk responded to the comment regarding the quantity of reports by saying that there had been a number of important documents which governors needed to receive at that meeting. If governors ever feel that any paper received is unnecessary, please mention this on the review of meeting proforma. Janet Parkes is in the process of organising shadowing for governors.

## **6 Progress with Area Review and Ninestiles Discussions**

Confidential item, minuted separately.

## **7 Principal's Strategic Overview**

Confidential item, minuted separately.

6.40pm Katie Chester left the meeting.

## **8 Chair's Report**

8.1 Attendance: Alan Price thanked all governors for the generosity of time they give to the College in a variety of ways.

8.2 Performance Indicators: progress was noted.

8.3 Shadowing: Fiona Dennis-Stephens had enjoyed her morning in College, in particular shadowing academic coaching. Governors who had not yet made arrangements with Janet Parkes to complete shadowing were asked to do so.

8.4 Training: Alan Price urged those governors who have not completed Prevent training to complete the online training session.

8.5 Awayday: governors were reminded of the Awayday on 15 March 2016, and thanked David Munton for offering to host the event at Grant Thornton's offices in Birmingham.

8.6 Search Committee: members had agreed to the appointment of Asa Walker to the Human Resources Committee.

*Resolved:* on the advice of the Search Committee, the Board approved the appointment of Asa Walker to the Human Resources Committee.

## **9 Proposal to Repay Bank Loans**

Confidential item, minuted separately.

*Resolved:* on the advice of the Finance & General Purposes, the Board approved early repayment of all bank loans in full on 23 March 2016, subject to a check in March that there is no Government subsidy available.

## **10 Projected Enrolments 2016/17**

The targets had been discussed at Finance & General Purposes Committee. On its advice, the Board approved the proposed target range.

*6.55pm Asa Walker left the meeting.*

## **11 Report from Finance & General Purposes Committee: 19 January 2016**

Neal Clements invited comments and questions.

*Resolved:* the Board noted receipt of the executive summary, draft minutes of meeting held on 19 January 2016, December management accounts and property strategy.

## **12 Report from Curriculum & Quality Committee: 26 January 2016**

Luke Millard highlighted the very good update on curriculum reform. He also drew attention to the destinations report and highlighted the increasing number of students going on to Russell Group universities.

*7.00pm Peter Farrow left the meeting.*

*Resolved:* on the advice of the Committee, the Board approved the Equality & Diversity Policy.

*Resolved:* the Board noted receipt of the executive summary, draft minutes of meeting held on 26 January 2016, student retention report, report on student discipline and achievements, update on curriculum reform, student destinations report.

## **13 Appointment of Chair of Corporate Board from 1 April 2016**

The Clerk had previously emailed governors to inform them of the expiry of term of office of Alan Price as Chair with effect from 31 March 2016. There is overwhelming support for Alan Price to continue as Chair especially at this important time for the College.

*Resolved:* Luke Millard proposed the appointment of Alan Price as Chair of Corporate Board with effect from 1 April 2016 until 7 December 2016 when his term of office as a governor expires; all in favour.

## **14 Review of the Meeting**

Governors were invited to complete the proforma provided and hand to Janet Parkes at the end of the meeting. 11 out of a possible 15 forms were returned, all with positive responses.

## **15 Determination of Confidential Items**

*Resolved:* that the following be confidential and minuted separately: item 3 Update on progress with Physics; item 6 Progress with area review and NAT discussions; item 7 Principal's strategic report; item 8 documents only - attendance report, PIs and shadowing report; item 9 Proposal to repay bank loans; item 10 Projected enrolments; item 11 documents - F&GP executive summary, draft minutes, December accounts, property strategy; item 12 documents - C&Q executive summary, draft minutes, student retention

report, report on student discipline and achievements, update on curriculum reform, student destinations report.

**16** **Date of next meeting:** 24 May 2016. Reminder of the Awayday on 15 March 2016.

The meeting closed at 7.05pm.